***Template to revise as MOU for projects under development (customize red text)***

**Overview of the proposed paper:**

Give it a name/tentative title. What question is being addressed? Provide an overview of the approach, hypotheses to be tested and predictions if applicable, and significance of the work.

The survey to opt in and identify your desired level of participation in this project is located at:
Insert link here

***MEMORANDUM OF UNDERSTANDING***

The XXXXXXXXXXX Working Group is a limited group of Principal Investigators, data collectors, and data analysts (see below for members) collaborating for the purpose of producing a co-authored publication addressing the primary question, "XXXXXXXXXXXXXXXXXXXXX?" To address this question, we will need to collect XXXXXXXX major types of data across numerous manakin species: 1) XXXXXXXXXXXXX, 2) XXXXXXXXXXXXXXX… . Explain the approach, with a focus on what might be sensitive about the situation – access to unpublished data, novel ideas…? – and explain the motivation for having an MOU. For example: To conduct the comparative analyses, members of the Working Group will necessarily have access to original, unpublished data from other members of the Working Group. This internal agreement among the participants of the Working Group is intended to facilitate confidence in making these data available for the collaborative goals of the Working Group, and to prevent any misunderstandings among Working Group members or the research groups they represent.

Specifically,

1. We agree that we will share these data within the Working Group for the purposes of collaborative analyses agreed upon by the Working Group. Currently we have XXX major hypothesis/hypotheses that we wish to test with these data, but we may, as a group, identify others in addition or instead that we wish to pursue together as a Working Group.

2. We agree that we will not distribute, use, cite, or incorporate into individual analyses any unpublished data provided by other members of the Working Group without explicit written consent from the individuals responsible for bringing original data to our collaborative project.

3. We understand that this agreement applies both during the duration of our Working Group project, and for perpetuity beyond the completion of the project as defined above.

An additional product of the Working Group will be a template for data entry of fitness proxies and species-level sexual trait data with accompanying documentation. This template (with its supporting documentation) represents a collaborative intellectual effort among members of the Working Group, and is therefore included in our internal agreement.

Specifically,

1. We agree that we can share this template only with our immediate collaborators and technical consultants as we are developing our respective databases.

2. We will cite it as a product of the Working Group in any of the autonomous publications based on our respective datasets where we make use of the template.

***AUTHORSHIP AGREEMENT***

Order of published authorship:

1) Lead author (XXXXXXXXXXXX)
2) Major contributors alphabetized
3) Substantive contributors alphabetized
4) Anchor (XXXXXXXXXXXX)

Authorship Expectations

1) *Lead author* — E.g. oversees the development and deployment of tables to be filled in by participants (with input from the group), writing, pulling it all together, managing submission, delegating

2) *Major contributors* — E.g. takes an active role in shaping ideas for the manuscript and also provides at least one of the following:
- Analyzing compiled data
- Generating new text for the manuscript (i.e. beyond just editing existing work)
- Gathering and organizing data for analysis

3) *Substantive contributors* — provides at least one of the following:
- Unpublished data for XXXX

* XXXXXXXXXXXXX

4) *Anchor author* — coordinating, providing substantive assistance to lead author

**For all prospective authors, you must agree to take part in approving the final text, and to do so on a reasonable timeline (<1-2 weeks) to avoid publication delays.**