

PULITZER PRIZES

Deadline is February 1 (postmark accepted)

Fourteen Prizes for Journalistic Excellence

Each spring, the Pulitzer Prizes in Journalism are awarded in fourteen categories by Columbia University on the recommendation of the Pulitzer Prize Board. The prizes are awarded for outstanding journalism during the previous calendar year ending December 31. Juries of distinguished journalists are appointed in each category. They are asked to submit three nominations to the Pulitzer Board, which is charged with the responsibility and authority under the will of Joseph Pulitzer to select, accept, substitute or reject the nominations of the jurors.

Entries for journalism awards must be based on material coming from *a text-based United States newspaper or news organization that publishes—in print or online—at least weekly during the calendar year; that is primarily dedicated to original news reporting and coverage of ongoing stories; and that adheres to the highest journalistic principles. Printed magazines and broadcast media, and their respective Web sites, are not eligible.* (See Q & A on next page for more details).

It is the intent of the Pulitzer Board to recognize the work of newspapers or eligible news organizations in the Public Service category and of individuals in all other categories so far as is possible. In all cases, except photography and cartooning, preference will be given to work characterized by a high quality of writing and reporting.

1. For a distinguished example of meritorious public service by a newspaper or eligible news organization through the use of its journalistic resources which, as well as reporting, may include editorials, cartoons,

photographs, graphics and online material, presented in print or online or both, a gold medal.

2. For a distinguished example of local reporting of breaking news, with special emphasis on the speed and accuracy of the initial coverage, presented in print or online or both, Ten thousand dollars (\$10,000).

3. For a distinguished example of investigative reporting by an individual or team, presented as a single article or series, in print or online or both, Ten thousand dollars (\$10,000).

4. For a distinguished example of explanatory reporting that illuminates a significant and complex subject, demonstrating mastery of the subject, lucid writing and clear presentation, in print or online or both, Ten thousand dollars (\$10,000).

5. For a distinguished example of reporting on significant issues of local concern, demonstrating originality and community expertise, in print or online or both, Ten thousand dollars (\$10,000).

6. For a distinguished example of reporting on national affairs, in print or online or both, Ten thousand dollars (\$10,000).

Send all entries by February 1 to: Pulitzer Prize Office, 709 Journalism, 2950 Broadway, Mail Code 3865, Columbia University, New York, NY 10027. Additional entry forms may be obtained by contacting the office at 212-854-3841, or online at www.pulitzer.org. Checks should be made payable to "Columbia University/Pulitzer Prizes."

7. For a distinguished example of reporting on international affairs, in print or online or both, Ten thousand dollars (\$10,000).

8. For a distinguished example of feature writing giving prime consideration to quality of writing, originality and concision, in print or online or both, Ten thousand dollars (\$10,000).

9. For distinguished commentary, in print or online or both, Ten thousand dollars (\$10,000).

10. For distinguished criticism, in print or online or both, Ten thousand dollars (\$10,000).

11. For distinguished editorial writing, the test of excellence being clearness of style, moral purpose, sound reasoning, and power to influence public opinion in what the writer conceives to be the right direction, in print or online or both, Ten thousand dollars (\$10,000).

12. For a distinguished cartoon or portfolio of cartoons, characterized by originality, editorial effectiveness, quality of drawing and pictorial effect, in print or online or both, Ten thousand dollars (\$10,000).

13. For a distinguished example of breaking news photography in black and white or color which may consist of a photograph or photographs, a sequence or an album, in print or online or both, Ten thousand dollars (\$10,000).

14. For a distinguished example of feature photography in black and white or color, which may consist of a photograph or photographs, a sequence or an album, in print or in print or online or both, Ten thousand dollars (\$10,000).

How to Submit an Entry for a Pulitzer Prize in Journalism

Any individual may submit material coming from eligible United States newspapers or news organizations, publishing in print or online (see next page, "New Eligibility Rules").

No more than three entries may be made by the editors of a single newspaper, wire service, syndicate or other eligible news organization in any one category and the same content cannot be entered in more than two categories. Up to three individuals may be named on a team entry; otherwise the entry must be made in the name of the staff. While many

eligible organizations submit the work of staff members, entries may also be made by readers or an interested individual.

A full range of online journalism, such as stories, databases, blogs, interactive graphics and still or video images, may be submitted for prize consideration -- except in the photography categories where entries are restricted to still images.

In Public Service, entries are limited to twenty items and may include editorials, cartoons, photographs, graphics and Web items. Entries in other categories are limited to ten items, with the exception of feature

writing, which is limited to five, and the cartoon and photography categories, which are limited to twenty. In those categories, entries may include material that has appeared in print or online, or in a combination of print and online. In all categories, every item in an entry must be numbered. Any online element must be discretely designated and will be counted as one item in an entry.

In any category, online material must be published on an eligible Web site during the calendar year and, when submitted, must depict its original

publication on the Web, not its subsequent update or alteration. URLs should be brief and must remain active during the judging period. The entry's summary letter should describe the online material submitted, and the entry should include a legible representation of the material, such as screen shots.

Each entry must be accompanied by an exhibit, in scrapbook form, of news stories, editorials, photographs, cartoons or online elements as published, including the name of the newspaper or eligible news organization and date of publication. In addition to copies of published material, a biography and picture of any individual journalist involved should be made a part of the entry. Each entry must also include a one or two-page cover letter that demonstrates the entry's compliance with eligibility criteria and summarizes its content; the

letter is especially important in the reporting categories.

Each entry must be accompanied by a completed entry form and a nonrefundable handling fee of \$50. Each entry must be marked to show the category in which it is submitted. Every entry form must include a one-sentence description of the submitted work and the appropriate box should be checked if online material is part of the entry. Duplicate entry material must be provided if the same content is entered in two different categories.

All entries must be presented in scrapbooks or binders measuring no more than 12 x 17 inches. Each article or online element within the entry must be isolated for the jury as a separate exhibit and the type size must be at least as large as originally used. Legibility is essential. If a full newspaper page is required to make clear the scope and impact of the material entered, it should be appended as a

supplement to the individual exhibits and should be reduced in size to fit within the 12 x 17 scrapbook or binder. No fold-out pages should be submitted. The Pulitzer Prize Board requires that every entry must conform to the stated limits on article number and size before it can be given jury consideration.

Any significant challenge to the honesty, accuracy or fairness of an entry, such as published letters, corrections, retractions, as well as responses by the newspaper, should be included in the submission.

In the photography categories, no entry whose content is manipulated or altered, apart from standard newspaper cropping and editing, will be deemed acceptable.

Sponsors of entries are urged not to crowd the official deadline, which is February 1.

Q & A

New Eligibility Rules

Q: Under the newly revised rules for the Pulitzer Prizes in Journalism, who is eligible and why?

A. Material entered in the Pulitzer competition must derive from "text-based United States newspapers and news organizations that publish in print or online at least weekly; that are primarily dedicated to original news reporting and coverage of ongoing stories; and that adhere to the highest journalistic principles."

Printed magazines and broadcast media, and their respective Web sites, are not eligible. Traditional printed newspapers and their Web sites are basically unaffected by the change. Entrants submitting material from online-only newspapers or news organizations should (1) ask themselves if the entities genuinely fit the criteria and (2) demonstrate eligibility in the entry's cover letter. If we have questions about online-only entries, we will ask entrants to verify the validity of their status. As needed, eligibility will be determined case by case.

Q: What should be in a cover letter?

A. The Pulitzer Board is looking for a description of the journalistic mission of an online-only organization and ample evidence of its primary devotion to original news reporting. The letter should also summarize the entry (see below, "Preparing an Entry").

Q: What is meant by the emphasis on "original news reporting"?

A. Eligibility was expanded to encompass online sites that regularly engage in original reporting – using such techniques as interviewing, going out to observe things, reviewing public records, taking photos and videos – and publish the journalistic results of those efforts. Sites and publications are not eligible if their content consists primarily of commentary on news events that have been covered by another organization, or if they simply aggregate news coverage done by others.

Q: Why are printed magazines and broadcast media and their Web sites excluded?

A. Since their creation in 1917, the Pulitzer Prizes have been awarded exclusively for newspaper journalism. The growth of text-based online publications is in many ways an extension of the newspaper tradition. Moreover, magazines and broadcast media have long had their own contests.

Q: What about the other visual material on a news Web site?

A. There is a provision for eligible entrants to include a full range of online material in their submission.

Q: What do you mean by "the highest journalistic principles"?

We mean values such as honesty, accuracy and fairness, values that govern the way news is gathered and the way it is presented.

Q: What is a "news organization"? How does it differ from a newspaper?

A. We mean entities ranging from a traditional wire service to newer groups that do not call themselves newspapers but do original news reporting and cover ongoing stories. Again, eligibility will be determined case by case, as necessary.

Q: If one or two people call their Web site a "text-based newspaper" would it be eligible?

A. Possibly, if all the other criteria are satisfied. But to compete effectively, an entry would have to demonstrate a high level of original news reporting.

Q: What happens to freelance journalists?

A. Freelance reporters, cartoonists, columnists, critics or bloggers who produce work in print or online can enter the competition if their submitted work has been published by an eligible newspaper or news organization during the calendar year. Freelancers have won Pulitzer Prizes.

Q: Will the Board continue to change the eligibility rules?

A. We don't speculate about changes. However, the Board periodically alters the rules to reflect meaningful changes in how journalism is produced and presented.

Q: Can you give examples of online-only newspapers that would qualify?

A. A growing number of sites, such as MinnPost, Voice of San Diego, St. Louis Beacon and Washington Independent, do original reporting. But it is premature to discuss eligibility before an entry has actually been submitted.

Q: Is an online-only site eligible if calls itself a "magazine" or "news magazine"?

A. Not unless it meets the basic criteria for submission.

Preparing an Entry

Q. Have entry procedures changed in recent years? A. Yes. Most important, the competition has been expanded to include text-based United States newspapers and news organizations that publish only on the Internet (see above, "New Eligibility Rules"). Further, entries composed entirely of online content may now be submitted in all categories. But remember that rules for specific categories can vary so review all of them carefully.

Q. What kind of an entry do you want? A. An entry should be clear and concise, allowing any juror to see quickly what you did, why you did it and what you accomplished. Entries must be presented in scrapbooks or binders measuring no more than 12 x 17 inches with each story or online element in the exhibit isolated in a legible type-size at least as large as originally used.

Q. Should items in the entry be numbered? A. Yes. Each item must be clearly numbered and the number of items must not exceed the total permitted in each category.

Q. How should print material be submitted? A. Original clips or photocopies of original material are acceptable. You may also reformat a story's original and unaltered electronic type so the material fits better on a 12 x 17 scrapbook page. Do not attach fold-out full newspaper pages. In all cases, the material should bear the date and name of the newspaper or eligible news organization.

Q. How should online material be submitted? A. Two main ways. The standard 12 x 17 format should include a printed representation of the online material, such as a screen shot, with a date, time stamp and the name of the newspaper or eligible news organization. We strongly urge that online stories and other online elements that can be easily printed out should be displayed in whole for jurors in scrapbooks. In addition, that material must be available on an active URL that shows the material as it was published. The URL should be brief (we recommend no more than 25 characters) and directions to that URL must be submitted with the entry; if necessary, the entry should include a username and password. You are responsible for making sure the URL works from "outside" your organization.

Q. Should an entry include a CD or DVD containing the online material? A. While not required, a **CD or DVD** is encouraged as a viewing option, especially if a video presentation is submitted. The **disk** should be formatted for a Windows PC and secured in a sleeve attached to the entry. The

content should be identical to the original material that appeared on the newspaper's Web site. However, a live URL must still be part of the entry.

Q. Must an entry contain material that has been published in the newspaper's print edition? A. No. but a combination of print and online elements may be submitted. (See tip sheet on preparing a combined entry.)

Q. What size should an entry be? A. Entries should be presented in scrapbooks or binders measuring no more than 12 x 17 inches. Jurors complain about scrapbooks and binders that are over-sized and unnecessarily heavy. Entries should include no more than ten articles or editorials, except in the public service, cartoon and photography categories where twenty articles, cartoons or pictures are acceptable, and in the feature writing category where the limit is five articles.

Q. Are sidebars considered separate articles? A. Yes. Any sidebar submitted will be counted as an article.

Q. What happens if an entry's permissible number of items is exceeded? A. The permissible number of items shall be considered in chronological order and the jury will be instructed to ignore the rest.

Q. Are additional clips, testimonial letters or other supporting material acceptable? A. Under the label of "supplemental," a reasonable amount of additional material is permitted only to show the results achieved by the work. If the scope or impact of the entered material depended to an important degree on layout, graphics, online elements or sheer volume of coverage, screen-shots or copies of the newspaper pages in which the content appeared are also acceptable. But any newspaper page must be reduced to fit within the 12 x 17 format. Genuine testimonial letters or pieces that other news organizations have done about your work are permitted, but in general supporting material should be kept to a minimum.

Q. What about challenges to entries? A. Any significant challenge to the honesty, accuracy or fairness of an entry should be noted in the entry's cover letter and relevant published letters, corrections, retractions, as well as responses by the news organization, should be included in the submission.

Q. Why do you want a summary letter at the beginning of the entry? A. Two purposes. One is to demonstrate the eligibility of the entry. The other is to acquaint jurors with the work. The letter should not exceed two pages.

Q. May I submit the same entry in more than one category? A. The same material may be entered in two—but not more than two—different categories. A separate copy of your entry must be supplied for each of the two categories you enter. Where the permissible number of items in the two categories differs, you must prepare entries conforming to the requirements for each category. An added \$50 fee must be paid for each cross-file.

Q. How many entries may I submit in a single category? A. No more than three entries may be made by the editors of a single newspaper, wire service, syndicate or eligible news organization in any one category. The term “editors” includes all titled editors. Individuals may submit entries on their own behalf.

Q. How many individuals may be named in a team entry? A. Only three individuals. If more are involved, the entry must be in the name of the staff.

Q. How does the Public Service category differ from other categories? A. Public Service rewards total journalistic effort. An entry may include reporting, editorials, cartoons, photographs and Web items. It must be made in the name of the eligible organization.

Q. Does the online material submitted in Public Service differ from the online material submitted in other categories? A. No. In all categories, each must be discretely designated and each will count as one item in the entry.

Q. What is an online element? A. It is a single, unified, discretely designated presentation. For example, it can be an online story, database, blog, interactive graphic, slide show or video presentation. Each designated element will count as one item in the total number permitted in an entry. Do not submit an entire, multi-faceted Web site as a single element.

Q. How much online content can a single element contain? A. There is no absolute limit. However, the burden on a jury should be kept in mind. An online element with multiple parts, such as a blog with manifold postings, should be a cohesive presentation. The conceptual logic tying the parts together should be clear.

Q. What kind of local stories belong in the Breaking News category? A. Stories on any local newsworthy event, provided that it is covered under deadline pressure and that the results are published—online or in print—immediately after the event occurs. Special emphasis is given to “the speed and accuracy of initial coverage.” Any online story must reflect work at the moment of Web publication, not as subsequently updated.

Q. What belongs in Explanatory Reporting? A. Any story or series that provides deeper understanding of a subject that is both significant and complex, enabling readers to put news about it into a more meaningful context. We strongly advise against cross-filing into this category material that fits the definition only marginally. The jury will disregard an investigative, enterprise or feature story or series that falls short of the explanatory test.

Q. What belongs in Local Reporting? A. Robust reporting on significant city, regional or state issues, demonstrating original thinking, resourcefulness and an expert grasp of a community's makeup, problems and concerns. Originality can include a fresh approach to a familiar issue, or the exploration of an unusual issue or concern. Entries may consist of a reporter's body of sustained work as well as special projects; and the work's impact can entail greater insight by readers as well as political change. An entry should begin with a descriptive letter offering context: why the reporting was done and how residents benefited. We discourage cross-filing of entries -- especially those also placed in Investigative Reporting -- that lack the strong "local reporting" envisaged by the category's definition and guidelines.

Q. What belongs in Feature Writing? A. Stories that are not hard news and are distinguished by the quality of their writing. Stories should be memorable for their crafting, creativity and economy of expression. Entries may consist of a single significant story, a portfolio of stand-alone stories that reveals a body of work or a concise series of stories on a single topic.

Q. What belongs in the Criticism category? A. Critical work on such subjects as books, theater, television, movies, dance and architecture.

Q. What is the difference between Editorial Writing and Commentary? A. Editorials are written in the name of the newspaper or news organization. Columns represent the views of the writer.

Q. How should photo entries be made? A. As glossy prints measuring no more than 11 x 14 inches—and each print must be accompanied by a clipping or photocopy of the newspaper page on which it originally appeared with date and caption. If online photos are submitted, they must be accompanied by a screen-shot from the eligible Web site with date, time stamp and caption. Online photos cannot be cropped, retouched or otherwise altered after their original Web publication.