



SCRIPPS HOWARD  
**JOURNALISM  
AWARDS**  

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SCRIPPS HOWARD FUND

## 2024-25 GENERAL RULES

### **SUBMISSION WINDOW:**

- Our online form will begin accepting submissions on Jan. 1, 2025. Entries must be submitted by 11:59 p.m. EST Monday, Feb. 3, 2025. **There will be No extensions to this deadline.** Any submissions received after the deadline will not be moved on to judging. No updates to submissions will be accepted after the deadline.

### **ELIGIBILITY:**

- Entries must be for work originally broadcast, published or presented online during 2024 by a media outlet based in the United States or its territories. International media outlets are eligible if they meet this requirement.
- Submission rules are category specific. General rules apply to all categories.
- A nomination or cover letter is required for every submission.
- Depending upon the category, entries may be submitted for work by staff member(s) and/or freelancer(s) whose work was published, aired or distributed by television and radio stations, cable systems, radio and TV groups, newspapers, magazines, online publishers, webcasters, news services, news organizations, syndication services, production companies and program services.
- The same work may be entered in more than one category but may win in only one category. A contestant may enter multiple entries in multiple categories and win for different entries in multiple categories. However, a contestant may not win more than once for the same work.
- Collaborative efforts must be clearly stated with credit accurately attributed.
- Supplemental or supporting material, including social media, should advance the submission and the files uploaded must be clearly named. This includes follow-up reports and feedback, testimonials and results. Supplemental materials should have originated during 2024.
- Any material corrections or retractions following the original distribution of the work must be submitted and labeled as such.
- You must disclose if you used AI including what tool and how it was used.

### **TO ENTER A SUBMISSION:**

- Submissions must be entered via our online form. We will not accept submissions by mail.
- When submitting material via a live URL, make sure it can be viewed using a standard web browser.
- If there is a paywall blocking your work, please share access information via our application form.
- Sites and links should be accessible through December 31, 2025.
- Audio and video entries should include a script. Do not include advertisements.
- Any submission in a language other than English must include a complete translation and all video must be dubbed or subtitled in English.

### **ENTRY FEE:**

- There is a \$75 fee per entry for all categories.
- No fees will be refunded for any reason.



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**STIPULATIONS:**

- Entrants agree that if selected as a finalist they will be interviewed, including on camera interviews, for the Scripps Howard Journalism Awards website and other uses. Entrants also agree to work with student reporters to provide information and sources that help tell the story of the entry and its impact. Further, entrants agree that the Scripps Howard Journalism Awards can publish portions of the winning work.
- The recipient of the Scripps Howard Journalism Award for Excellence in National/International Investigative Reporting, the Ursula and Gilbert Farfel Prize, agrees to make a presentation about the winning submission at Ohio University's Scripps College of Communication in Athens, Ohio.
- The recipients of all other Scripps Howard Journalism Awards agree to visit a university selected by the Scripps Howard Fund team to interact with students and make a presentation on the winning submission. In addition to the prize money, a travel stipend/honorarium will be provided.

**JUDGING:**

The Scripps Howard Journalism Awards are independently judged by respected and experienced experts from across the industry following rigorous conflict of interest guidelines.

- Conflicts of interest could include an entry a judge contributed to, an entry from a close relative of a judge or an entry from a judge's employer, past employer or the employer of a close relative.
- Judges are required to immediately alert the Scripps Howard Fund's Journalism Program Manager about any potential conflict of interest.
- The judging committee chair for that category, the Journalism Program Manager and a designated third, impartial judge will discuss the possible conflict and determine the appropriate course of action to ensure the integrity of the judging process. Should a category chair identify a potential conflict, a judge from a different category will be identified to help determine the appropriate course of action.
- Options for mitigating a potential conflict may include reassigning stories to a different judge or moving a judge to another category.
- No more than one employee of the E.W. Scripps Company will sit on any panel of judges, not including the Impact Award.

**NOTIFICATIONS:**

- Entrant(s) agree(s) that all decisions are final and are at the sole discretion of the judges and administrators of the Scripps Howard Journalism Awards.
- The Scripps Howard Fund will announce the finalists in Spring 2025
- Entries may be collected in educational and research archives, republished in an anthology of outstanding journalism for general distribution and used to publicize the Scripps Howard Journalism Awards.
- One of the goals of the Scripps Howard Awards is to celebrate and share the best journalism broadly. When submitting an entry, you automatically grant or warrant that the owner of any text, video, photographs or other images included in the submission has expressly granted to the Scripps Howard Fund a worldwide, royalty-free, perpetual, irrevocable, non-exclusive, fully sublicensable, and transferable right and license to use, reproduce, distribute, create derivative works based upon (including, without limitation, translations), publicly display, publicly perform, transmit, and publish the submission (in whole or in part) as we, in our sole discretion, deem appropriate including, without limitation: (1) in connection with our business; and (2) in connection with the businesses of our successors, parents, subsidiaries, and their related companies. We may exercise this grant in any format, media or technology now known or later developed for the full term of any copyright that may exist in the entry.