

COMMUNITY CIVIC ENGAGEMENT SUBMISSION PROCESS

Written by Admin
Tuesday, 04 June 2013 15:38

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WHO WE ARE

Houston Forward Times (HFT) is the largest Black-owned Independently Published Newspaper in the South and is an award-winning, weekly community news media outlet that gives you in-depth information written by, for, and about Blacks in the form of newspaper, TV, radio and the web.

WE WANT YOUR HELP

No other weekly newspaper keeps you informed about YOUR community the way the HFT does – through news reporting, editorials, sports, religion, entertainment, politics, business, and many more articles of interest

SUBMIT YOUR STORY IDEAS

We tell your stories, give you relevant and timely information and hold the powers that be accountable. We don't know everything that is going on in YOUR community, that's why we need your help in gathering stories and information that is important to YOUR community and that YOU want others to know about.

WHAT TO SEND US

We're seeking stories to appear in the HFT newspaper weekly. Feel free to submit as many submissions as you deem necessary, but there is no guarantee that any of your submissions will be published or accepted. Please do not submit press releases, personal attack stories, business ads or personal ads to us. If you wish to respond to one of our previously written stories in the newspaper you can submit letters to the editor as one of your submissions. If you have pictures, documents and other critical information that is relevant to your story submission, please include it in your submission. **All submissions should be no less than 250 words (3**

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paragraphs) and no more than 1,500 words (8 paragraphs)

. If your story is selected and requires more research or information, a HFT representative will contact you to gather information to complete the story.

HOW WILL WE USE ARTICLES AND SUBMISSIONS

All articles and information will be reviewed and vetted by our experienced editors. Being able to contact you if needed can greatly help our ability to validate and publish your story quickly. We strongly encourage you to provide contact info, if being anonymous is not required. Some articles that are not published or accepted **may** appear on the HFT website. If you simply have ideas for stories or information, feel free to send those to forwardtimes@forwardtimes.com

[DOWNLOAD COMMUNITY NEWS SUBMISSION FORM](#)