- Title of story(ies) or series and names of people, including and identifying freelancers, who worked on this story.
  - For a partnership or collaboration, please name each entity that took part in the investigation.
- 2) Date(s) published, aired, or posted.
- 3) Topic and synopsis of story or series, including major findings.
- 4) How the story got started (tip, assignment, etc.)?
- 5) Was your work in any way based on another news organization's previously published or aired report? If yes, please provide the name and publication or air date.
- 6) Results/impact (if any).
- 7) The following questions deal with any documents and/or data you used; answer any that apply to your work:
  - a) List any websites that were useful in obtaining documents and/or data.
  - b) Did you file any state and/or federal requests for documents and/or data?
  - c) Did you have any difficulties obtaining information from that state or federal agency?
    - i) If so, how did you resolve it?
  - d) If you obtained data, what data did you use and what was its source? What was the cost, if any?
  - e) Did you have difficulties with the data itself? How did you overcome them?
  - f) Did you build any databases?
  - g) Was data analysis done by your own staff or was outside assistance used? Who?
  - h) What specific software did you use?

- 8) Have you run a correction or clarification on the report? Has anyone come forward to challenge its accuracy? If so, please explain.
- 9) Difficulty, uniqueness of effort, or other special circumstances related to this subject.
- 10) Length of time taken to report, write and edit the story.

## For the Gannett Award for Innovation in Watchdog Journalism award entries:

• Please describe what is innovative about your entry. Include any tools you used to enhance or improve your ability to report and/or deliver the story.

## For Student award entries:

• Please list the names of your academic advisor and describe the help they provided. If your work was published by a professional organization, please include the journalists you worked with, including story editing.