

THE GARDEN CLUB OF VIRGINIA
JOURNAL



SUBMISSION GUIDELINES:

The redesigned Journal features compelling content and dynamic design. It showcases issues important to the GCV, the work of its committees and clubs and GCV-produced events. Well-written and well-researched articles are further enhanced by good quality, high-resolution photos designed to strengthen the Journal's overall impact and aesthetic. Please review the following guidelines:

- The *Journal* welcomes submissions by GCV committees, clubs, and club members, as well as article ideas related to the organization's mission and its initiatives and events. Additionally, the *Journal* welcomes article ideas.
- As a matter of editorial policy, all submissions will be edited for clarity of expression, space, accuracy, style compliance, grammar, syntax, structure and messaging.
- The *Journal* adheres to the *AP Stylebook* (*Associated Press Stylebook*, 55th Edition, 2020) and *Merriam-Webster's Collegiate Dictionary*.
- Unsolicited material will be considered, but submission does not guarantee publication.
- Prior to writing or submitting an article, it is highly recommended contacting either the *Journal* editor or your GCV District *Journal* Liaison. Contact information is listed below.
- SNIPS is a section in the *Journal* that highlights the work of GCV clubs and committees. For more information, see following page.
- All writers are expected to thoroughly fact check, spell check and proofread their submissions, including all proper names, dates, events, etc.
- All submissions must include a title, byline, author's club and GCV position, if relevant.
- All articles must be submitted in Word and emailed as attachments to the *Journal* editor Please do not submit as pdfs, in Pages, Notes or as text in an email.
- Please adhere to deadlines indicated on the following page.

PHOTO SUBMISSION GUIDELINES:

Photos equally drive the *Journal's* content. All submissions must be accompanied by good quality, suitable photos that appropriately illustrate the article. All photos must be at least 1 MB and can be horizontal or vertical orientations. iPhone shots are welcome as long as they are emailed as "actual size." Several photos should be submitted with each article. A caption (containing details describing the photo) and photo credit (identifying the photographer) must accompany each photo. For photo assistance, contact Edie Hessberg, GCV Photographer, at ediehessberg@gmail.com

CONTACT INFORMATION: Madeline Mayhood, Journal Editor, madeline7@gmail.com or journal@gcvirginia.org. Or call 804-387-2297.

PUBLICATION SCHEDULE & DEADLINES:

Issue	Publishes In	Submission Deadline
2021		
Fall	September	July 15
Winter	December	October 1
2022		
Winter	February	December 1
Spring	May	March 1
Summer	August	June 1
Fall	November	September 1



“Snips” highlights the work of GCV’s committees and clubs:

- **Committee articles:** Articles on the work of GCV’s committees are highly encouraged and will be published on a rotating basis. It is advised that committee chairmen contact the *Journal* editor prior to submitting. Maximum word count is 700 and must be accompanied by good quality, high resolution photos (1 MB minimum).
- **Club articles:** Articles on the work of GCV clubs are highly encouraged. Events, projects and programs that have recently occurred will be considered for publication. Submissions should be coordinated with GCV District *Journal* Liaisons, and contacting them prior to submitting an article is advised. Word count maximum is 225; all submissions must be accompanied by good quality, high resolution photos (1 MB minimum).

GCV DISTRICT JOURNAL LIAISONS:

District 1: Madeline Mayhood, James River GC (madeline7@gmail.com)

District 2: Nancy Inman, Albemarle GC (nancy.inman@gmail.com)

District 3: Louise Freeman, Three Chopt GC (louisegilbertfreeman@gmail.com)

District 4: Katherine Knopf, Roanoke Valley GC (bradorkath@cox.net)

District 5: *temporary* - Madeline Mayhood, James River GC (madeline7@gmail.com)

District 6: Deneen Brannock, Augusta GC (deneen_brannock@comcast.net)

For questions, please contact: journal@gcvirginia.org or madeline7@gmail.com