



The [NDPA Newsletter](#) is published three times a year by the NDPA and serves as an educational resource for professional planners, economic developers, state agency staff and officials, region council board members, city and county planning board members, private individuals, businesses and utilities.

NDPA Newsletter Goals

- Create a sense of ownership and pride by contributors.
- To increase subscriber and reader base.
- Serve a broad spectrum of people and organizations with ties to planning.
- Include content from a full geographic scope of the State.
- Content should be diverse and cover large cities, municipalities and towns/rural perspectives.

Newsletter Writing Guidelines

Thank you for contributing to the NDPA Newsletter! We serve a broad audience; please try to feature planning procedures, concepts and principles as well as appropriate planning law or Century Code.

Questions? Please contact Stacey Swanson. The following is a brief description of article requirements:

- Suggested headline for the article and sub titles if needed.
- A column is typically between 500 to 1,000 words (1 to 2 pages in Word)
- A feature article is typically between 1,000 to 2,000 words (2-4 pages in Word)
- A column or feature article must be submitted in a Word document (.doc or .docx).
- 2-5 high quality original color graphics and/or photos (PDF or JPG).
- Citations if necessary and please fact check and include hyperlinks for source material.
- A short author bio (2-3 sentences) and photograph
- Email original article and image files as attachments to stswanson@nd.gov

Images

High quality color graphics, infographics, photographs, or charts and maps are encouraged as part of your article. Copies of original files are best (PDF or JPG). Please include a caption or description of the image.

Questions? Please contact Will Hutchings.

Consent to Share Article

NDPA is frequently asked to share articles with other planning organizations such as the Western Planner. Please let us know in advance if you consent or dissent about sharing your article.

Contacts

Stacey Swanson, Co-Editor

Coordinates with authors and reviews/edits submitted material and newsletter content.
Billings County, Planning & Zoning Director
p: 701-623-4810 or stswanson@nd.gov

Will Hutchings, Co-Editor

Helps plan newsletter content. Formats the articles and overall graphic design of the newsletter.
City of Bismarck, Planner/Land Use Planning
p: 701-355-1850 or whutchings@bismarcknd.gov