



KAWENNÍ:IOS

STYLE GUIDE

VERSION 1 2026

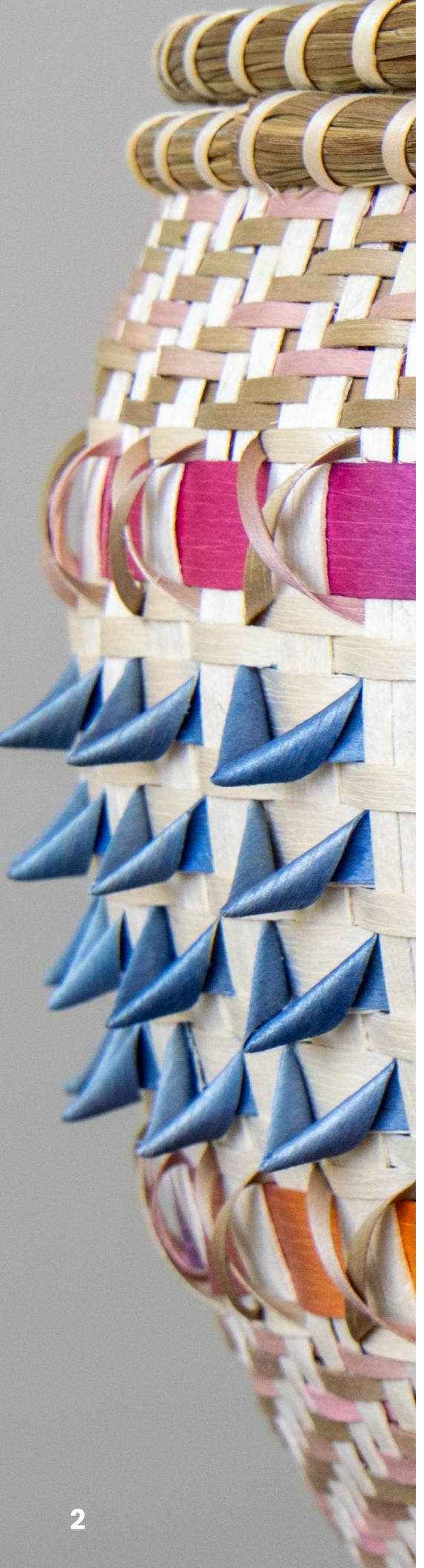


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Editor's Note

Thank you for your interest in writing for Kawenní:ios Magazine. Our team has worked diligently to create a magazine that represents Akwesasne's complex and vibrant community.

Akwesasne is widely recognized for excellence in Mohawk artistry, language and culture preservation, environmental stewardship, as well as the growing economy driven by a strong entrepreneurial spirit.

Within our pages we emphasize the importance of togetherness and embracing our unique gifts, while celebrating what we collectively embody as a Kanien'kéha community.

I can't wait to see what you come up with.

Skén:nen/In Peace,

Katelynn Delormier
Kawenní:ios Magazine Editor

Contributing Authors Haley Shattuck, Katelynn Delormier
Design: Austin Herne - Publications Manager, Haley Shattuck - Graphic Designer
Editor: Katelynn Delormier, Communications Specialist
Executive Editorial Team: Mose Herne and Jori Rourke
Publisher: The Saint Regis Mohawk Tribe Center for Media and Communications, Akwesasne, NY
Printer: Modernlitho



Mission Statement
Capturing Akwesasne's rich culture and vibrant Mohawk community one story at a time.



Production Timeline

Spring

First Draft Due: [February 1](#)
Final Copy and content Due: [March 1](#)
Layout Due: [March 10](#)
Sent to Print: [March 15](#)

Summer

First Draft Due: [May 1](#)
Final Copy and content Due: [June 1](#)
Layout Due: [June 10](#)
Sent to Print: [June 15](#)

Fall

First Draft Due: [August 1](#)
Final Copy and content Due: [September 1](#)
Layout Due: [September 10](#)
Sent to Print: [September 15](#)

Winter

First Draft Due: [November 1](#)
Final Copy and content Due: [December 1](#)
Layout Due: [December 10](#)
Sent to Print: [December 15](#)



General Rules

Audience

Kawenní:ios magazine aims to foster a sense of connection and pride among community members by showcasing Indigenous artistry, language, culture preservation, and environmental stewardship. It provides a platform for voices from all backgrounds, encouraging contributions from youth, elders, and everyone in between. Kawenní:ios seeks to enrich readers' knowledge and understanding while promoting unity and collective identity. Whether readers are looking for news, events, or insights into local life, the magazine strives to be a trusted source that reflects the spirit of Akwesasne and beyond.

Word length

Articles should be approximately 200 - 600 words. One-page stories are typically 200 – 350 words, and two-page stories are typically 400 – 600 words. Please ensure it does not go beyond 600 words. Articles of this length may result in fewer images or formatting adjustments.

Content Type

We prefer feature-style articles, which means your submission should delve deeply into a topic, offering insights and a captivating narrative that tells a story. A successful article in this style should not only thoroughly explore the subject matter but also convey a clear, impactful message to the reader. Additionally, we encourage you to include a strong call to action that prompts readers to think, feel, or take steps based on the information presented.

This approach allows for engaging content that not only informs but also resonates with the audience on a personal level, fostering a deeper understanding of the topic at hand.

Timelines and Relevance

Timelines and relevance are key factors in content selection. Please keep in mind the seasonal themes and key events that might be relevant to the time of year. For example:

Spring: Topics that align with the season include renewal, outdoor activities, nature, and cultural events connected to spring traditions.

Summer: Features that cater to warmer months might cover water and outdoor sports, culturally significant natural resources, or upcoming community events.

Fall: Content that embraces the autumn season can include themes like harvesting, fashion, the changing of the seasons, and upcoming holidays.

Winter: Topics well-suited for colder months may focus on holidays, winter weather, end-of-year preparations, or relevant upcoming events.

Information and Fact Checking

If you are writing a fact-based article where the information provided is the primary focus of the piece, it is imperative that the information is not only correct but also up-to-date. Accuracy is crucial. Readers depend on the content to be reliable and to reflect the current state of knowledge on the topic. Outdated or incorrect information can lead to misunderstandings and may undermine the credibility of both the article and the author. Therefore, it is essential to conduct thorough research, double-check facts against reputable sources, and ensure that any statistics, findings, or claims are the most recent available. This commitment to accuracy helps to foster trust with your audience and reinforces the overall value of the article.



AP Guidelines, Spelling, and Grammatical Rules

AP Style

The Associated Press Stylebook serves as the authoritative style guide for the Associated Press, a well-established not-for-profit news agency founded in 1846. This guide is widely adopted by news organizations, magazines, and online publications, helping to ensure consistency in language and formatting across different mediums. Many brands also refer to the AP Stylebook as a foundation for creating their own style guides, tailoring the rules to fit their specific communication needs.

Kawenní:ios magazine adheres to the guidelines set forth by the AP Stylebook to maintain high standards in our writing. By following AP's established practices, we align our content with industry standards, ultimately enhancing the overall quality and reliability of our journalistic efforts. Below are examples of AP practices to keep in mind when writing for Kawenní:ios.

Ages

For ages, always use figures. If the age is used as an adjective or as a substitute for a noun, then it should be hyphenated. Don't use apostrophes when describing an age range.

Examples: A 21-year-old student. The student is 21 years old. The girl, 8, has a brother, 11. The contest is for 18-year-olds. He is in his 20s.

People's Names

Use their first and last name on first mention. Then, use only their last name on subsequent mentions. Example: David Johnson is a professional running back. Johnson plays for the Arizona Cardinals.

Dates and times

Dates: Follow this format: Monday (day), July 1 (month + date), 2018 (year).

Times: Omit colons for times on the hour.

Example: 3 p.m., not 8:30 a.m.

Days: Omit st., th., rd., and th.

Example: July 1, not July 1st.

Years: Use numerals rather than spelling them out.

Example: 2018, not twenty-eighteen.

Other Considerations for Dates and Times: a.m. and p.m. should use periods and lower-case letters.

Never say "yesterday." Use the day of the week instead.

Acronyms for Organizations

Examples: FBI, NASA, IRS, NFL, MLB, NHL, FIFA.

For organizations, spell it out on first mention, then use abbreviations for subsequent mentions.

Use your best judgment. If people are unlikely to understand an abbreviation, then don't use it.

Abbreviations for Formal Titles: Make sure your writing respects people's formal titles. Some examples include political and medical titles. Political titles should be abbreviated before full names outside of direct quotes.

Example: Sen. Heidi Heitkamp, Gov. Arnold Schwarzenegger, Rep. John Lewis.

Medical titles follow a similar format:

Example: Dr. Michaela Quinn.

Numbers

Spell out numbers one through nine, and use digits for numbers 10 and higher. The following exceptions, however, should always use digits:

- Addresses
- Ages
- Monetary values
- Dates and times
- Sizes and dimensions
- Percents
- Speeds
- Temperatures

Percentages: Always use the whole word "percent." The % sign shouldn't be used.

Sentences Starting with Years: Avoid starting sentences with a number, unless referencing a year.

Sizes, Dimensions, and Distances

Sizes and dimensions should use numerals and spell out units of measurement. The same goes for distances.

Examples: The party sandwich was 10 feet long. The delivery driver traveled 12 miles during harsh weather.

Punctuation

Use a single space after a period.

Commas should go inside quotation mark.

Serial Commas: In AP style, commas are not included before conjunctions. However, they should be used to separate each item in a list.

Example: I ate a hot dog, pizza slice, burger, and an entire pie.

Using Periods: Lean toward using periods in abbreviations.

Examples: U.N., M.A., U.S.A.

Singular Nouns Ending in S: When proper nouns end in an S, add an apostrophe at the end. Example: Sally Jones' red stapler has been stolen.

Using Hyphens

Use hyphens to connect words in compound adjectives.

Example: The larger-than-life performer juggled swords.

Formatting Quotes and Quotations

Periods and commas always go within quotation marks. Use single quotations for quotes within quotes.

Example: "The candy truck spilled all over the highway," said the driver. "It's a real 'sticky situation' on I-94."

References and Citations

When referencing another person's work in articles, always keep the original wording intact. According to AP guidelines, in journalism, you must name any sources used, but in-text citations or a reference list are not required.

Example: "According to police records, the suspect had been arrested for fraud before."

References generated by artificial intelligence (AI):

AI is not a substitute for journalism in any way. Using AI-generated content is not suggested when writing for Kawenní:ios. If an author chooses to use AI-generated content, since AI output is not retrievable by others and does not involve a human communicator, any citations should credit the algorithm's author.

Example: Text generated by ChatGPT (OpenAI)

Titles

Books, Movies, and Song Titles: Use quotation marks rather than italics. This goes against what likely feels right, and how you'd normally format them, but those are the rules.

Examples: J.K. Rowling is the author of "Harry Potter and the Sorcerer's Stone."

Newspaper, Magazine, and Website Titles:

Use capitalization but no quotation marks or italics. This blog post uses italics to highlight examples, so the publication names below have been rendered in normal paragraph text.

Examples: The Guardian is a well-respected newspaper. Wired is a popular magazine for tech enthusiasts.

Other Considerations

Capitalize formal titles before people's names.

Do not capitalize job titles before names.

Use quotation marks for titles of books, movies, albums, and TV shows.

Formatting

Cover page

Masthead Placement:

Poppins Black, 75pt

Feature Headline Style:

Poppins Bold, 28pt



Page setup

Page Size: 8.5 x 11

Facing Pages

Margins: 1/2in

Bleed: .125in

Columns: 2 - 3 (if needed,

Gutter: 0.1667 in)

Page Numbers: PT Sans 12pt



Magazine Length

36 – 40 pages



Typography

Headlines:

Font: Poppins Bold

Size: 30 – 45pt

Subheadings (if needed):

Font: Poppins Bold

Size: 18 – 14pt

Body Text:

Font: PT Sans

Size: 9 – 12pt

Line Spacing: 12 – 14pt

Captions / Contributions:

Font: PT Sans

Size: 9 – 11pt

Superscripts and Em Dashes

Superscripts (InDesign) - Highlight Characters > Character Window >

Options > Superscript (or alt + shift + =)

Em Dash (InDesign) - Place cursor > Tyle > Insert special characters >

Hyphens and Dashes > Em Dash (or alt + shift + -)



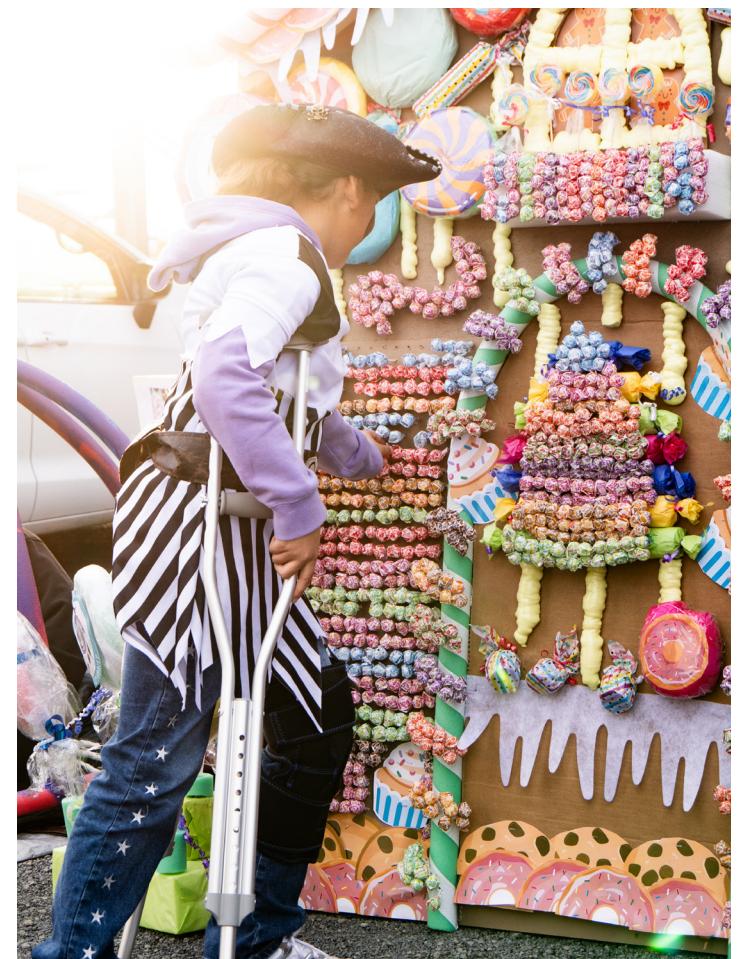
Imagery and Design

MAIN	SECONDARY COLORS			
HEX CODE #2F2A7A	HEX CODE #82BC6D	HEX CODE #22A89F	HEX CODE #CF453B	HEX CODE #F2D535
CMYK 97,100,0,18	CMYK 64,0,80,0	CMYK 99,0,48,0	CMYK 0,89,84,0	CMYK 0,11,97,2
RGB 47,42,122	RGB 130,188,109	RGB 34,168,159	RGB 207,69,59	RGB 242,213,53

Artwork/Photography

Resolution: 300 DPI

Must include Contributions and Captions



Layout Examples

Table of contents and Chief's Note

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Publisher: The Saint Regis Mohawk Tribe Center for Media and Communications, Akwesasne, NY
Printer: Modernitho

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Chief's Note: Looking Forward to a Productive Fall

Shékon sewa:kwé:kon,

It's with absolute pleasure and honor that I bring you the Fall 2025 edition of Kawenníos. Since the election and inauguration, through my first official meetings, it's been nonstop learning, discussions, and more learning – and I wouldn't have it any other way. This is exactly why I ran, and what you voted for. As you are reading this, Tribal Council is actively collaborating with partnering agencies and community members on matters important to Akwesasne. There's a lot to absorb – Tribal programs, division updates, and ongoing initiatives – but I knew what I was signing up for, and I'm ready to do the work.

Fall is such a beautiful season in Akwesasne. The leaves begin to change, mornings are brisk and cool, and the sun warms the day as it rises. It's one of my favorite times of year. At our recent Tribal Beach Day, it was Council's pleasure to announce the winners of the Tribal Employee Enrichment Awards. Seeing the kids enjoying the beach and families sharing laughs, food, and great prizes made it a day filled with good medicine.

As we wrap up another exciting lacrosse season, I want to congratulate all the teams, coaches, players, and families who give so much to keep our sport thriving. Special congratulations to the Kahnawake Hunters, Snake Island Muskies, and Six Nations Chiefs for winning the Founder's, President's, and Mann Cups, respectively – what an achievement!

Fall also means back to school – new clothes, new teachers, and new classmates. To all our college and trade school students: whether you're just starting out or finishing up, we applaud your hard work and determination. Getting accepted into your dream program is no small feat, and it's proof that dreams really do pay off.

Recently, I had the honor of being the keynote speaker for the Akwesasne Mohawk Casino Resort Summer Student Internship Program. I spoke about how our paths may not always be clear – we might think we know where we're going, but it's often the small decisions that shape our futures. Who knows – one of those students might be a future Chief or community leader. The Tribe continues to push capital projects forward – from paving initiatives to a new community dock and boat dock, IRA housing, and new housing developments. Akwesasne is growing stronger and becoming an even greater economic force each day.

Our office and the Tribal Environment Division hosted the U.S. Environmental Protection Agency for a tour of the superfund sites near our territory. I had the privilege of joining them on the boat tour, which left them a powerful and lasting impression. We believe seeing the impact from the water left a lasting impression. We hope this visit reinforces the EPA's commitment to working with our Environment Division to clean up these areas. After all, we only have one Mother Earth.

Thank you for taking the time to read this issue. I'm looking forward to a productive season and continuing the important work we've started since taking the oath of office on July 1st. Stay safe, take care of one another, and enjoy the beauty of this Akwesasne season.

Niawer'k'wa:
Chief Ross Garrow

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ADS

BREAST CANCER AWARENESS MONTH OCTOBER 2025

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EVERY DAY IS INDIGENOUS PEOPLES' DAY

COMMEMORATE THE RESILIENCE OF INDIGENOUS PEOPLE'S ON MONDAY, OCTOBER 13, 2025

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Two Page Spread

Teionkwarihwaienawà:kon Community Services Building Grand Opening

Previously known as the former IGA, the all new Teionkwarihwaienawà:kon Community Services Building is now fully renovated and open to the public. The Saint Regis Mohawk Tribe celebrated the Grand Opening opening of the Teionkwarihwaienawà:kon, meaning "we work together, we help each other," on Friday, June 6, 2025. This event gave community members a chance to get a first hand look at their new hub for many essential services.

Executive Director Tsiorosa Barreiro shared, "The Community Services Building represents a significant investment in our tribal staff and community. Use of the historic ARPA funding for the renovation improved core facilities for important Tribal programs that serve Akwesasne including Food Distribution, Heating Assistance, Economic Development, Tribal Courts and Environment Division. Community members have a centralized location to access services and a facility they can be proud of. Teionkwarihwaienawà:kon will be a lasting reminder of the historic federal support to tribal nations during the pandemic, and more importantly, our Tribe's ability to successfully manage those resources for the lasting benefit of the people."

The Community Services Building also houses the Compliance Division, Tribal Vocational Rehabilitation Program, Social Services Division, Community & Family Services Administration, Akwesasne TV, Emergency Management and Safety, Security, Homeowners Assistance Fund Program, with satellite offices for Facilities and Maintenance, and Technical Support.

8 Photo contributions: Austin Herne

Two Story Spread

U.S. EPA REGION 2 VISIT TO AKWESASNE

Mose Herne
Director, Center for Media and Communications

The Environment Division works with the US Environmental Protection Agency (EPA) for resources that are under their authority created by Congress. EPA delegates these authorities to states and tribes to do the work. USA is divided into 10 regions and SRMT is located in Region 2 (NY, NJ and PA).

The Regional Administrators (RA) are selected by the President and the Environment Division met RA Michael Martucci in January 2025, on his first day in office. The Environment Division Director Tony David invited RA Martucci to visit Akwesasne to promote a greater appreciation of the importance of Akwesasne's resources and the impact of legacy Superfund sites. The final day of RA Martucci's visit focused on a boat tour of these sites as well as the Moses-Saunders Dam. Also highlighted were the investments made by the Saint Regis Mohawk Tribe (SRMT) on infrastructure improvements and the groundbreaking work of the Environment Division. The second day of RA Martucci's visit focused on recreational improvements made on Margaret Terrence Memorial Way and decommissioning of the Hogansburg dam, as well as a tour of the transfer station and the Agriculture Program's Mother Earth Farm.

RA Martucci was joined by Victoria Tran, Principal Deputy Assistant Administrator of American Indian Environmental Office (AIEO) from US EPA Headquarters in Washington. Many of the EPA policies changes originate in Washington and Deputy Assistant Administrator Tran is in a position to influence change at the national level from the AIEO.

The two-day meeting with EPA and SRMT leadership was also intended to illustrate the proximity of the Superfund sites to Akwesasne. The Environment Division grew from a necessity to contribute to the cleanup process to better protect Tribal lifeways; this is now a source of pride for the Environment Division. Day Two focused how we move forward. Superfund response, and grow through taking action to address our community needs and invest in critical infrastructure and services. Tribal Council's support for renovation of the Community Services Building, development of the transfer station and the Tribal Farm, among other initiatives, help empower the Environment Division improve the services provided to the community.

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USET Epidemiology Team Visit

Katelynn Delormier
Communications Specialist

On September 5, 2025, the Saint Regis Mohawk Tribe had the pleasure of hosting the United South & Eastern Tribes (USET) Epidemiology Team. Housed in the USET Tribal Epidemiology Center (TEC), the Epidemiology Team provides a range of services to USET Tribes, including active infectious disease surveillance and other types of technical assistance.

The USET Epidemiologist team toured SRMT health care facilities and had the opportunity to meet with the Tribal Council to discuss the challenges of disease surveillance, case investigations, and data collection in a multi-jurisdictional community.

The Saint Regis Mohawk Tribal Council extends gratitude to the USET Epidemiology Team for visiting Akwesasne to provide insight on these issues important to the health of Akwesasne and our neighbors. By providing the exchange of knowledge, we are strengthening partnerships between Tribal-serving Public Health Authorities and Tribal Leaders, we can help ensure healthy Indigenous communities.





Want to have your story, photo, or artwork featured in Kawenní:ios?

Email communications@srmt-nsn.gov to submit your content.



www.srmt-nsn.gov

Saint Regis Mohawk Tribe

71 Margaret Terrance Memorial Way, Akwesasne, NY 13655

Ska'tne ionkwaio'te ón:wa wenhniserá:te ne sén:ha aioianeréhake ne enióhrhen'ne
Working Together Today to Build a Better Tomorrow