

Literature Wales Mentoring Scheme for Writers Guidelines for Applicants - 2019 Mentoring

Please read the following updated guidelines before completing the application form for 2019 Mentoring.

The Scheme

Places on the Literature Wales' *Mentoring Scheme for Writers* are awarded to new and emerging writers at the start of their writing career. The scheme offers writers support and practical advice to develop a specific work in progress to a publishable standard. The 2019 Mentoring scheme has been extended and will begin with a tailored residential week-long course (6 days/5 nights) at Tŷ Newydd Writing Centre on 18-23 February 2019, followed by individual one-to-one sessions with a mentor during the following months.

In your application you will need to state clearly:

- How mentoring would enhance your development as a writer at this stage in your writing career
 - a) With this specific piece of work: (max 250 words)
 - b) With your writing in general: (max 250 words)
- What measurable outcomes you expect as a result of mentoring, by stating 3 key goals. (Examples could include: completing final draft of MS, preparing covering letter to agent/publisher, help in finding an agent, identifying potential publishers).

What can the Mentoring Scheme help with?

Writers may ask for assistance to develop **one** specific piece of work in progress, in any one of the eligible genres:

- Poetry
- Prose
- Children's literature / pre-teen fiction
- Young Adult fiction
- Creative non-fiction (including biography/autobiography, literary criticism)
- Graphic novels

Expected outcomes:

By the end of the 12-month mentoring period, the writer being mentored (mentee) is expected

- To have followed the guidance and advice of the mentor
- Made progress with the manuscript, which should reach publishable standard
- Report on progress towards achieving the three key goals/measurable outcomes agreed at the start of the mentoring scheme

Publication is not a condition of the mentoring award, and a publishing contract is not a requirement for the scheme.

Other benefits for writers participating in the scheme can include: receiving individual tailored advice on being a writer in Wales; the publishing scene in Wales and the UK; performance (if applicable); progressing one's writing career.

The offer. Successful applicants will be offered:

- A fully subsidised place (excluding travel costs) on the week-long residential Mentoring course at Tŷ Newydd Writing Centre on **18-23 February 2019**. Attendance at the course is a mandatory condition of the award.
- Following the course, further support will be provided in the form of up to **3** one-to-one mentoring sessions with a mentor, at a mutually convenient location, or remote mentoring sessions (or a mixture of both). The mentor will be able to offer constructive criticism and suggestions to help take the work forward. Writers awarded a place on the Mentoring scheme will be expected to devote time between tutor-sessions in order to make progress on the work. Mentors' fees will be covered by the scheme funding.
- Writers being mentored (mentees) will receive a contribution towards travel expenses to/from individual mentoring sessions, after submitting a narrative feedback report and travel expenses claim form.
- Mentors are selected from a team of established writers/creative writing tutors with experience of mentoring. Existing tutors of creative writing at Tŷ Newydd Writing Centre may also be recruited.

Eligibility

Work in progress:

Applicants must submit one work in progress in any one of the eligible genres; specific requirements are noted below:

Prose: [novels, short stories, children's fiction, pre-teen fiction, young adult fiction, creative non-fiction]

5000 words (minimum), 8,000 words (maximum) and a synopsis.

N.B. Short Stories: writers must submit more than one short story, and a synopsis of the collection.

Children's fiction and pre-teen fiction / Young adult fiction:

5,000 words of prose (minimum), 8,000 words (maximum) and a synopsis. If your book is less than 5,000 words, a full draft should be submitted.

Poetry: 10 poems and a synopsis.

Graphic novels: 10 pages of the work in progress (text and storyboard) and a synopsis.

Letter of recommendation

- Applications **must** also include a letter of recommendation to support the mentoring application from **one** of the following:
- a recognised/established publisher, **OR** a professional creative writing tutor (e.g. Tŷ Newydd, Arvon, Moniack Mhor) **OR** a Literature Wales Mentor, **OR** a University lecturer
- The referee must have read your work in progress which is to be submitted with the application and should comment on this work in the letter of recommendation.
- **The application will be deemed incomplete and ineligible if you do not have a letter of recommendation from a publisher OR professional creative writing tutor.** [A formal publishing contract to publish the work in progress is **not** a requirement for the mentoring scheme.]

- **Application is open to writers who are resident in Wales throughout the year.** Writers living outside Wales whose work in progress is in the Welsh language are also eligible to apply. Questions on eligibility should be addressed to Literature Wales before formal application is made. Applicants may need to provide proof of residency, if requested.
- The Mentoring Scheme is open to new and emerging writers at the start of their writing career. Priority will be given to unpublished writers.
- Successful applicants will not be awarded a place on the scheme more than once in any three-year period.

How does funding work?

The Mentoring Scheme can support up to ten writers (mentees) each year, subject to available funding.

Mentors' fees and Mentors' travel expenses will be covered by the scheme funding and paid by Literature Wales.

Residential course:

Writers awarded a place on the mentoring scheme (mentees) will be offered a fully subsidised place (excluding travel costs) on the week-long residential Mentoring course at Tŷ Newydd Writing Centre on **18-23 February 2019**.

Mentees will be expected to cover the cost of their own travel to and from Tŷ Newydd for the Mentoring course.

Individual sessions

Following the course, the usual pattern would be to arrange up to **three** half-day sessions with your mentor across an agreed period. All mentoring sessions are to be completed by the end of January 2020.

Mentees will receive a contribution towards travel expenses to/from one-to-one mentoring sessions, after submitting a narrative feedback report and travel expenses claim form.

Payments to mentors and mentees are administered by Literature Wales. Mentees travel expenses are paid upon receipt of a meeting report and completed expenses claim form.

Failure to complete any mentoring sessions mean that expenses will not be paid to the mentee.

Mentors' fees are paid upon receipt of a meeting report and completed expenses form. If a mentor is unable to complete all mentoring sessions, any outstanding payments will not be made to the mentor.

The selection process

There is an annual closing date. This will be the same as the closing date for Literature Wales Writers' Bursaries. Applications for the Mentoring scheme will be assessed by the Literature Wales Bursaries Panel, at the same time as the Writers' Bursaries applications.

The Bursaries Panel will meet at the end of the assessment period, four months after the closing date (November). Every applicant will be individually informed of the Bursary Panel's decision within six weeks of the Panel meeting. (by mid-December). It is anticipated that

decisions will be announced within seven weeks of the Panel meeting (January 2019.) If required, reasons for refusal will be given to unsuccessful applicants. This timetable may be subject to change.

By what criteria will applications be judged?

The award of a place on the mentoring scheme is based on literary merit, and takes into account the effect of critical intervention at a key point in a writer's career.

The Panel's decisions will be based on a balance of factors:

- the literary quality of the work submitted
- the strength of the application in making the case for how mentoring would enhance the applicant's development as a writer at this early stage in their career.
- the need to encourage a range and diversity of new writing in Wales
- the weight of recommendation from a recognised publisher **or** a professional creative writing tutor. Applications from potential self-publishers will not be eligible.

There are 10 places available on the 2019 Mentoring scheme. 4 places will be selected from an open application process. 6 new writers who are recipients of the 2019 Writers' Bursaries will be selected by the Bursaries Panel for the mentoring programme.

How to apply

5 documents must be submitted by email: Please send 1 email with 5 attachments, and include your name in the title of each document (except for the Monitoring Form).

1. **2019 Mentoring application form.**
2. A **sample of the work in progress** for which the Mentoring is sought.
3. A **synopsis/summary** of the work in progress
4. Applications **must** also include a **letter of recommendation** from a recognised publisher **OR** professional creative writing tutor (e.g. Tŷ Newydd, Arvon, University lecturer etc.) who has read the work in progress submitted with the application.
The application will be deemed incomplete and ineligible if you do not have a letter of recommendation from a publisher or professional creative writing tutor. [A formal contract with the publisher to publish the work in progress is **not** a requirement for the mentoring scheme.]
5. **Monitoring form.** Anonymous. Do not include your name in the title of this document.

Sending your application:

- Applications including supporting documents must be sent **by email** to Literature Wales to the following dedicated email address: Apply@literaturewales.org / Cais@llynyddiaethcymru.org **Please do not send your application to any other Literature Wales email address.**
- Please note there is no facility to accept entries by hand outside core office hours Monday – Friday 9.30 am – 5.00 pm.
- It is the applicant's responsibility to ensure that an application reaches Literature Wales by the closing date. Late applications will not be accepted.
- Literature Wales cannot accept responsibility for applications which are not received.
- We shall acknowledge promptly receipt of your application. Literature Wales cannot take responsibility for the loss of any original documents.

**Closing date for 2019 Mentoring applications:
5.00 pm TUESDAY 11 SEPTEMBER 2018**

Please return your application form and supporting documents by email to
Apply@literaturewales.org OR Cais@llynyddiaethcymru.org :

Literature Wales
Glyn Jones Centre, Wales Millennium Centre, Bute Place, Cardiff
CF10 5AL
tel: 029 2047 2266
post@literaturewales.org www.literaturewales.org

What happens next:

What happens next

The information provided by you is checked to make sure that the application is eligible for our funding.

Literature Wales will process the personal data provided by you in the **application form** to administer your application for funding. It will be retained for the duration of the application process and for a reasonable time for reporting and evaluation. The data provided in the **monitoring form** is anonymous and will be used for monitoring purposes only.

You will receive an acknowledgement letter. If the application is not eligible, or if the information is incomplete, we will contact you.

Timetable

Annual closing date with one round of applications per annum.

Assessment period: Four months immediately following the closing date (Sept – December)

Decisions made at the annual Bursaries Panel meeting. (November)

Offers made to successful applicants within four weeks of the Bursaries Panel decision meeting (late November/early December).

Every applicant individually informed by letter within six weeks of the Bursaries Panel meeting.

Decisions will be announced within seven weeks of the Bursaries Panel meeting. (January 2019)

Mentoring begins with the tailored residential course at Tŷ Newydd Writing Centre on 18-23 February 2019. Mentors for individual sessions confirmed March/April 2019. All follow up sessions to be completed by the end of January 2020.

The dates in this timetable may be subject to change.

Literature Wales is the national company for the development of literature in Wales.

Company Limited by Guarantee. Company number: 07779153

Registered Charity Number: 1146560

Literature Wales works with the support of the Arts Council of Wales and
Welsh Government.

Literature Wales Writers' Bursaries and the Mentoring Scheme are supported by
The National Lottery through the Arts Council of Wales

