Literature Wales Support Fund Bursaries 2020  
Application Form

**Please read the new Guidelines for 2020 Support Fund Bursaries before completing your application form**.

If you require assistance completing your application for a 2020 Support Fund Bursary, please contact Literature Wales at least 2 weeks in advance of the closing date.

**ABOUT YOU:**

1. **CONTACT INFORMATION:**  
   Name ………………………………………………………………………….....................................  
   Pseudonym / writing name (if different from above)..…………………………….........  
   Permanent residential address …………………………………………………………………….......................................................  
   ……………………………………………………………………………………......................................  
   ................................................................................................................................  
   Postcode ………………………… Year of birth:

Tel: (daytime contact number): .…………………………………………………................  
 Mobile number:…………………………....... website: ……………………………….......  
 E-mail ………………………………………….………………………………................................

**Please inform us as soon as possible if any of the above details change.**

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| --- |
| 1. Are you a new/emerging writer? (i.e. have not yet published a volume of your own work) Yes ⬜ No ⬜   **OR**  Are you a published writer? (i.e. have previously published a volume of your own work). Yes ⬜ No ⬜  Job title / Occupation: .....................................................................................................................  Name of current employer (if applicable): ...................................................................................................................... |

**YOUR APPLICATION**

**To apply for a 2020 Support Fund Bursary, applicants must complete the application form and submit the following documents (mandatory), with the application form in Word or PDF format.**

1. **2020** Support Fund Bursary **Application form** ⬜
2. A **sample of the work in progress** for which the Bursary funding is sought.

Please refer to the Guidelines for Applicants. ⬜

1. **A synopsis/summary** of the work in progress (maximum 2 pages) ⬜
2. **A professional writer’s CV** (maximum 2 pages) or writer’s biography. Include relevant qualifications, books published. ⬜
3. **LW Equalities and Diversity Form.** Anonymous. ⬜

**Please include your name in each document title (except for the Equalities and Diversity Form).** E.g. Jane Williams Support Fund application; Jane Williams CV; Jane Williams synopsis; Jane Williams work in progress.   
Please do not include your name in the document title for the Monitoring Form.

**Supporting publication**

**Published writers** (have published at least one volume of their own work) need to submit **ONE** copy only of a previous publication in print, by post, and provide an SAE for return. Please do not use franked postage (this is only valid on the day of issue). Please ensure that your publication fits into the SAE.

**Work in progress for which funding is sought**

The work in progress should be typed and submitted in a **Word document** or **PDF**.  
Each page should be numbered.   
Use a standard font, 11 or 12 point size.  
Include your name on the work in progress MS.

**3.** **Previous Awards.**

Have you previously received any of the following?  
 Arts Council of Wales Writers’ Bursary ⬜  
 Academi / Literature Wales Writers’ Bursary ⬜

Literature Wales Support Fund Bursary ⬜  
 Welsh Books Council commission ⬜  
 Arts Council of Wales Creative Wales Award? ⬜

**If yes, please list award dates and work published as a result.**

**If you have received a Literature Wales Support Fund Bursary in the past you may apply for a 2020 Literature Wales Support Fund Bursary this year.**

**4. Current Applications**  
Are you currently applying for a Welsh Books Council commission?

Yes ⬜ No ⬜  
If so, please list details. (See note below)

**Please note that:**

Recipients of Welsh Books Council commissioning grants are ineligible for funding from the Literature Wales Writers Bursary service **for the same work in progress.**

**5 FUNDING APPLICATION – Support Fund Bursary**

**To assist writers with limited mobility or disabilities, for** **Specialist Equipment**

**Please indicate which Bursary fund/s you are applying for:**

**Support Fund Bursary up to £1,000** ⬜

**Amount applied for: £…………………..**

(Maximum award: £1,000)

**6. SUPPORT FUND BURSARY - ACTIVITY**

Please give details of your proposed **activity,** as detailed below. You will need to clearly demonstrate

**6a)** the need for a Support Fund Bursary award at this stage in your career (max 250 words)

**6b)** How the Support Fund Bursary will enable you to concentrate on the specific work in progress for which funding is sought (max 250 words)

*(Please note costs in question 7)*

**DETAILS OF PROJECTED COSTS - GUIDELINES**

Please note details of your projected costs on the following page, as a simple budget. You are advised to apply for the amount that you need, up to £1,000.

**The total costs should be equal to the sum for which you are applying (up to £1,000.)**

**Examples of eligible funding**

**Support Fund Bursaries** are awarded to assist writers with limited mobility or disabilities, for capital expenditure or special assistance related to the work in progress

Examples eligible for funding can include aid for the following:

* to purchase specialist equipment to assist with writing (software, computer, laptop)
* to assist with particular travel costs associated with researching your current work in progress (paying for your travel and if applicable a companion to accompany and assist)
* towards secretarial assistance such as typing the work in progress
* for training opportunities relevant to your writing

Literature Wales can also consider applications for assistance with other issues affecting writers with limited mobility or disabilities.

**Examples of items not eligible for funding**

* Support Bursaries funding does not support: illustrations/artwork, photography, stationery, website development, internet and phone costs, marketing, publishing, self-publishing or printing costs, or further/higher education course fees.
* Fees for creative writing courses / retreats at Tŷ Newydd Writing Centre are not eligible for Literature Wales Writers’ Bursaries funding. Tŷ Newydd Writing Centre is part of Literature Wales.

**7. SUPPORT FUND BURSARY - DETAILS OF PROJECTED COSTS**

***Please refer to the guidelines before completing this section.***

Note how you intend to use the Support Fund Bursary award of up to £1,000 by providing a simple **itemised budget** of your projected expenditure/costs:

The costs/expenses should be equal to the sum applied for (up to £1,000).

The application must be fully inclusive.  
If your application is successful, you will be awarded a fixed sum bursary.  
No subsequent award can then be made, nor further expenses claims considered.

*Applicants for the Support Fund Bursary may also apply for a Writer’s Bursary. If applicable, please complete the relevant form for the Writer’s Bursary and the Support Fund Bursary.*

*Continue on a separate sheet if necessary*

**YOUR WORK IN PROGRESS (All applicants)**

**Eligible genres:**

Bursaries are awarded to support writers creating new work in the following genres:

Poetry; Prose (including Fiction - novels, short stories); Children’s Literature ; Young Adult fiction; Creative non-fiction (including biography/autobiography; literary criticism); Graphic novels.

Applicants may submit one work in progress only with the Bursary application.

**8.** If your work in progress has already been accepted for publication prior to completion, please name the publisher and give brief details of contractual arrangements including advance payments and royalty terms. Please note if you are committed to a specific publisher for several books.

|  |
| --- |
| **9. Working title of work in progress** (if any):  **10.** **Genre of work in progress:** |

**PROSE:**

**FICTION**

Minimum: 5,000 words. Maximum: 8,000 words.

**Short stories:** please submit more than 1 one short story. If proposed collection is less than 5,000 words in total, a full draft should be submitted.

**FICTION FOR CHILDREN:** Minimum: 5,000 words. Maximum: 8,000 words.

If proposed book is less than 5,000 words in total, a full draft should be submitted.

**YA FICTION:** Minimum: 5,000 words. Maximum: 8,000 words.

If proposed book is less than 5,000 words in total, a full draft should be submitted.

**CREATIVE NON-FICTION:** 5,000 words. Maximum: 8,000 words.

**POETRY: 10 poems.**

Minimum: 10 poems. Maximum: 10 poems. (Maximum: 10 pages)

**GRAPHIC NOVELS:**

**Synopsis** – 1-page summary of proposed work in progress (text only)

**Sample of work:** Minimum: 10 pages. Maximum: 10 pages.

Sample of work to include text and at least one page of sample illustration / storyboard.

**11. SUBMITTING YOUR APPLICATION:**

**Sum for which you are applying:**

**Support Fund £……….**

(If you are applying for more than one award e.g. a Support Fund Award and a Writer’s Bursary, please complete a separate application form for a Writer’s Bursary)

**Essential – to be completed by all applicants:**

I confirm that I have applied / or have received National Lottery funding from another distributing body for this project / work in progress ⬜

**OR**

I confirm that I have not applied or received any National Lottery funding from another distributing body for this project / work in progress ⬜

I enclose a **stamped** SAE for the Literature Wales to return published material submitted with my bursary application. Yes ⬜ No ⬜

**I have read the guidelines and have understood them and the information I have supplied is correct to the best of my knowledge.**

**The personal data you provide in the completion of this application form will be processed by Literature Wales to administer your application for funding. This data will be retained for the duration of the application process and for a reasonable time for reporting and evaluation.**

**Literature Wales would like to send you information about its events, services and products. Do you consent? Yes**  **⬜ No ⬜**

**You may remove your consent to receive Literature Wales information about its events, services and products at any time. To view your personal data held by Literature Wales contact Literature Wales at** [**post@literaturewales.org**](mailto:post@literaturewales.org)

**If you believe Literature Wales is not processing your personal data in accordance with the law, you may complain to the Information Commissioner’s Office.**

Signature…………………………………………………….Date…………………

Please return this completed form, and supporting documents as requested,

**by email** to: [Apply@literaturewales.org](mailto:Apply@literaturewales.org) OR [Cais@llenyddiaethcymru.org](mailto:Cais@llenyddiaethcymru.org)

**by 5.00 pm TUESDAY 10 SEPTEMBER 2019**

Please do not email your application to any other Literature Wales email address.

Published books in support of your application should be sent by post to:

**Literature Wales**, [Bursaries]  
Glyn Jones Centre, Wales Millennium Centre, Bute Place, Cardiff CF10 5AL

**Please note: there is no facility to receive applications by hand outside core office hours. Monday – Friday 9.30 am – 5.00 pm.**

**Late applications will not be accepted.**

029 2047 2266

[post@literaturewales.org](mailto:post@literaturewales.org) / [www.literaturewales.org](http://www.literaturewales.org)

**Literature Wales** is the national company for the development of literature. Our vision is a Wales where literature empowers, improves and brightens lives.

Literature Wales is a registered charity and works with the support of the Arts Council of Wales and the Welsh Government

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



 

