



## **Swale Arts Forum Bursary 2009 - 2010**

### **Criteria for written work.**

Submit an A4 page outlining what the bursary will be used for.

### **Submission outline:**

A little about you. The title and short description of the work. Explain what the money will be used for i.e. publishing a book of poems or short stories or a children's book or you may want to use it to top up a writing course fee.

Details of how you will use the money – important: we will expect you to be working toward a goal.

We will also require evidence of your proposed work on paper.

Please read the submissions conditions on the Swale Arts Forum Website.

### **Important:**

*The A4 submission page will be used for selection so make it accurate and appealing – a good initial submission will mean a greater likelihood of being selected for the short list. What you want to use the bursary for is important – your work will be judged on its merits but the proposal is how we will judge you and your need.*

### **Submission of work:**

Work can be by a single applicant or a group within the limits set out below.

Applicants will be required to show evidence of their work for judging and will be expected to show progress either as a finished product or evidence of the intended use of the bursary for the 2010 -2011 award date.

Work may be in these areas:

#### **Fiction:**

Novels  
Short Stories  
Children's stories

#### **Poetry:**

Collections  
Long Narrative

#### **Drama:**

Stage Plays – including comedy sketches  
Radio plays  
TV or film scripts

***Non- Fiction:***

Biographical  
Local History

***General presentation of work:***

A4 single side, 1.5 spacing (for clarity) 12pt Arial, Times New Roman, Verdana, Georgia. All work to be edited with header and footer showing name and title of work, page numbering and must conform to the requirements set out below.

***Specific presentation of work:***

***Novels:***

First chapter plus subsequent chapters up to 3000 words (complete chapters please) – we will allow completed chapters above the 3000 limit within reason.  
A synopsis – complete – we need to know the whole story.  
Character breakdown. Word length. What target audience.

***Short Stories:***

A selection of short stories if you intend to publish a series – up to three with titles and short synopses of the rest. Max limit of three stories 5000 words

Explain genre, themes and target audience.

***Poetry:***

All poems must be aligned either left or right unless a centred structure is essential. Single spacing is best but we will not entertain concrete poems.

Submit up to ten poems of a collection.

Long narrative poems: submit the first ten pages and a synopsis with character breakdown.

If your poems are intended as dramatic performances please outline this in your proposal.

***Drama:***

Stage Plays: First ten pages (complete the scene) plus synopsis, list of characters and indicate target audience. This sector is open to adaptations as well as new plays. If

you are intending to produce the play then please say how you intend to do so in your proposal.

Radio plays:

Must be in recognised radio drama format – include sound effects etc. Again, we need to know target audience.

TV plays – must be in recognised TV format – include sound, general camera (within the limits of an un-work shopped script) and scene instructions.

Both formats should have a story-line and submit the first few scenes. Up to ten pages. Be prepared to submit more if required.

### ***Biographical and Local History:***

Short story – line and subject or topic breakdown. Show format of project – page layout excluding pictures or illustrations and first three chapters. Identify target audience – there is nothing wrong with submitting a family history, a community project or an anthology of biographical reminiscences.

### ***Important Note:***

Content of submissions must not contain explicit sexual acts or scenes, profanities or content that breaches current legislation or is likely to offend common decency or contains seditious material.

All work remains the copyright of the authors with the exception that the Swale Arts Forum and the Sheppey and Sittingbourne Writers' Group may use it as promotion for the Swale Arts Forum and the Sittingbourne and Sheppey Writers' Group on their web-sites, flyers and all advertising material with the purpose of promoting the Swale Arts Bursary and those connected with it in the interests of both groups and of the artists involved. Except for the promotion of the Swale Arts Bursary and with the permission of the authors work will not be used otherwise than with the object of promoting the Sheppey and Sittingbourne Writers' Group and the Swale Arts Forum and the interests of the authors to the advantage of the authors.