**Early Career Bursaries for London Writers: Application Form - Drafting Document**

This document is designed to help you draft your application to the Early Career Bursaries for London Writers 2024. It contains all the questions in the application form to help you prepare your application. It can be downloaded at: [www.spreadtheword.org.uk/projects/early-career-bursaries](http://www.spreadtheword.org.uk/projects/early-career-bursaries)

Please also take a look at the Bursaries’ Eligibility Criteria, Terms and Conditions, and FAQs (available in BSL video, audio and text formats) which can be found at: [www.spreadtheword.org.uk/projects/early-career-bursaries](http://www.spreadtheword.org.uk/projects/early-career-bursaries)

There are two ways to apply for the programme:

1. The **online application form, which can be found at:**

[**spreadtheword.submittable.com/submit**](https://spreadtheword.submittable.com/submit)

1. The **postal entry** form which can be downloaded from [www.spreadtheword.org.uk/projects/early-career-bursaries](http://www.spreadtheword.org.uk/projects/early-career-bursaries) to complete and post along with your writing extract to: Early Career Bursaries 2024, Spread the Word, The Albany, Douglas Way, London, SE8 4AG.

If you have any questions or require assistance, please email Emily Ajgan: emily@spreadtheword.org.uk with ‘Early Career Bursaries’ in the subject line.

The Early Career Bursaries programme is for London writers on a low income and particularly welcomes entries from writers from the following communities:Black, Asian or Global Majority; working-class upbringing; LGBTQ; deaf and disabled, refugee, care experienced, experience of homelessness, and experience of imprisonment.

**Deadline for entries is 12pm (midday) Monday 18 September** (entries will not be accepted after this time).

**Application Form Content – for drafting / making notes**

**Your name:**

**Your pen name / pseudonym (if you use one):**

**Your postal address:**

**Postcode:**

**Your email address:**
**Your contact phone number:**

**Please confirm that you are eligible for the Early Career Bursaries for London Writers by ticking all the relevant boxes. Please note that if any of these do not apply to you, you are not eligible to enter.**

**I can confirm that:**

[ ]  I have read, understood and comply with the Eligibility Criteria and Terms and Conditions

[ ]  I live in London

[ ]  I am aged over 18

[ ]  My income is through benefits or paid at or below the London Living Wage hourly rate [www.livingwage.org.uk/what-real-living-wage](https://www.livingwage.org.uk/what-real-living-wage);

[ ]  I do not have savings that exceed the amount needed to pay for three months of living costs (rent, gas and electricity, food etc.)

[ ]  I am an unagented and unpublished writer

**Please tell us if you are from one or more of the following communities (tick as many as apply):** *This information is being collected to monitor the communities the programme is reaching. It will not affect your application or be shared with judges.*

[ ]  Black, Asian and Global Majority [ ]  Working class upbringing

[ ]  LGBTQIA+ [ ]  Deaf and disabled

[ ]  Refugee [ ]  Care experienced

[ ]  Experience of homelessness [ ]  Experience of imprisonment

[ ]  Prefer not to say [ ]  None of the above

**Eligibility Supporting Statement**
**Please tell us about your writing life and what you hope to achieve through the Bursary programme.**

*Some things to think about when responding to this question:*

* *How long have you been writing?*
* *What is your current writing practice?*
* *How do you approach developing your writing?*
* *What are you aims for your development and project?*
* *What difference would having a bursary make to you and what you hope to achieve as a writer?*

Option a: **Text**- 250 words max

Option b: **video or audio file** - no longer than 3 minutes 30 seconds *(online form only)*

**Access Fund**

An access fund is available for deaf and disabled writers to fully access the Early Career Bursaries programme offer. This fund will be a contribution to the additional costs that may be incurred for you to participate in the programme (e.g. for BSL interpreters, additional personal assistant support, scribe).

**Will you require reasonable adjustments to be made to fully access the programme?**

Yes No

**Please tell us what reasonable adjustments will need to be put in place for you to access the programme. Please enter N/A if you do not require access support**.

Option a: **Text** - 150 word max

Option b: **Video and audio file** - no longer than 2 minutes *(online form only)*

**About your project:**

**Project title (or working title):**

**Is your project (tick only one):**

An existing project An early stage project

**Is your project (tick only one):**

[ ]  Fiction for Adults (e.g., Literary Fiction, Commercial Fiction, Short Stories)

[ ]  Young Adult Fiction

[ ]  Narrative Non-Fiction (e.g., Life Writing, Memoir)

**Please tell us about the writing project you would like to develop through the Early Career Bursaries and how long you have been working on it.**

*Some things to think about when responding to this question:*

* *What is the project about?*
* *Where does your interest in the project stem from?*
* *How long have you been working on it?*
* *What work have you done on your project?*

Option a: **Text** - 300 words max

Option b: **Video or audio file** - no longer than 3 mins 30 seconds *(online form only)*

**Please tell us about how you would manage your time during the bursary period (12 months). What goals would you set for yourself and, apart from the time to write, what other craft or career development support would help you do this?**

*Some things to think about when responding to this question:*

* *What areas of your writing craft do you need help with?*
* *If you received a bursary how would it change your approach to your project?*
* *Where would you like to be at the end of the programme? (i.e.; would you want to have a progressed draft, or be in a position to submit to agents or publishers?)*
* *What would you like to learn about the publishing industry and building your career?*

Option a: **Text** - 300 words max

Option b: **Video or audio file** - no longer than 3 mins 30 seconds *(online form only)*

**Your Extract**

**The extract you are sending with your application must be from your proposed bursary project even if it is at an early stage.**

**Extract:**

Online form: **Text file** only

Postal form: **Printed text file** only

Your writing sample extract should be:

* No longer than 3,000 words
* Typed in black
* Double spaced
* In 12-point font
* Paginated
* Not have your name in the file name or on the document. If your name appears on the extract, your entry will be rejected.

**I am aware of my responsibilities in regard to notifying the relevant government body of any change in my circumstances or tax liability if awarded a Bursary.** **[ ]**

*Spread the Word will be in touch with all entrants week commencing 13 November 2023 with the outcome of their application. Please note that we are not able to return entries, but we will acknowledge receipt.*

**Equal Opportunities**

We welcome and encourage all entrants to complete the Early Career Bursaries’ Equal Opportunities Monitoring Form. This form is for monitoring purposes only, completed anonymously and will not affect your submission.

For the **online entry form** a link to a Google form will be provided to complete the Equal Opportunities Monitoring Form. The Google form link is: <https://bit.ly/ECBequalopps>

For the **postal entry form**, the Equal Opportunities Monitoring Form will be provided to complete and will be separated from each submission on receipt.

July 2023