**LITERATURE WORKS ANNUAL FUND 2020**

**APPLICATION GUIDELINES**

The health and social benefits of engaging with reading and creative writing are proven. For some, access to literature is obvious and easy; for others the benefit remains harder to reach, behind barriers of low income, language, location and social disadvantage.

Literature Works fundraises for and delivers the Annual Fund, a small grants scheme which aims to identify and support opportunities to develop reading and writing activity in the South West of England.

The Fund offers awards of between £100-£500 designed to help communities to get involved in reading and writing and to celebrate writing talent in the South West, particularly in areas where funds might be otherwise hard to find.

We want people of all ages to have the best artistic experiences they can have in order to develop their abilities in all aspects of their lives.

We are pleased to announce that Literature Works Annual Fund 2020 is now open for applications.

*We welcome all applications which meet our criteria, but please note that for the application period our strategic focus for the Annual Fund in 2020 is projects that are aimed at developing readers.*

**Who can apply?**

Funding is available to groups, companies and not-for-profit organisations based in the South West of England to develop literature activity, provided your activity is carried out on a not for profit basis. You do not need to be a registered charity to apply. We especially welcome applications from:

* Schools
* Libraries
* Community Groups
* Organisations that work with children and young people with disabilities

We will consider all applications that fall within Literature Works’ principal charitable objective which is to advance the education of the public through the appreciation, knowledge, understanding and enjoyment of literature for the public benefit in the South West of England.

In 2020, we will prioritise applications for projects that are aimed at developing readers.

All applications are assessed by a panel comprised of Literature Works’ staff and trustees.

**We are looking for:**

**Clear outcomes:** we want to fund activities for people that have a clear and demonstrable benefit. We want to know how many people will benefit and how. It is critically important to us that you use the Evaluation Form that is sent to successful applicants with your grant letter, showing us what impact the grant has had on your chosen beneficiaries at the end of the activity. We also request that you complete a Case Study at the conclusion of your activity which Literature Works may publish on its website and share with others.

**Fresh ideas and projects:** we seek high quality new ideas and projects benefitting people where funding is otherwise hard to find. We are less likely to fund a well-established activity that is already significantly funded or has a long track record of major funding.

**Quality:** we fund work that is high quality and is delivered by people with the skills and expertise to bring it to fruition. For talks by ‘publishing industry professionals’ we look at the speakers experience working within the publishing industry and for writer led events and workshops we look at the writers publishing and/or performance track record. A wide-ranging source of established writers based in the South West can be found in the Literature Works South West Writers Academy.

**Fair Pay Policy:** creating employment opportunities for writers is a key aim of Literature Works’ Annual Fund. It is a policy for us that writers are fairly remunerated for their work and this is a priority for the annual fund.

**We do not fund:**

* Individuals
* Organisations, companies and not-for-profit organisations that are based outside the South West of England. Click here to view a map of the territory that Literature Works defines as its South West of England region.
* Multi-year funding
* Organisations which restrict their beneficiaries to a single religious or single ethnic group
* Shortfall funding
* Projects where professional writers are unpaid

**How do I apply?**

Simply fill out our online application form **here.**

Please note we only accept applications to the Literature Works Annual Fund made via the **Application Form.**

**When do I apply?**

There will be two opportunities to apply to Literature Works Annual Fund in 2020.

**Round 1**: closing date: Friday 5th June 2020, 5 pm. Decisions by Wednesday 24th June 2020

**Round 2:** closing date Friday, 27th November 2020, 5 pm. Decision: Wednesday 9th December 2020

Your activity needs to be completed within 6 months of receipt of grant funds.

**Re-applications**

If you are unsuccessful in Round 1, you can contact us to discuss your application and re-apply in Round 2.

In order to encourage diversity and to be fair to as many groups as possible, if you are successful in Round 1 or Round 2 of this year’s Annual Fund, you will not be eligible to apply for a grant again until June 2022.