



Prime Minister's Literary Awards

2018 entry guidelines



Opening date:	10 April 2018
Closing date and time:	9 May 2018
Commonwealth policy entity:	Department of Communications and the Arts
Enquiries:	If you have any questions, please contact the Prime Minister's Literary Awards team on 1800 707 889 or at PMLiteraryAwards@arts.gov.au
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About the Prime Minister's Literary Awards

The Prime Minister's Literary Awards and Prize for Australian History (the Awards) celebrate the contribution of Australian literature and history to the nation's cultural and intellectual life.

The Awards play an important role in supporting a national appreciation of Australian literature. They provide acknowledgement and prizes to the authors and illustrators that have published the best works of Australian literature each year.

The Prime Minister's Prize for Australian History recognises outstanding work that contributes significantly to an understanding of Australian history.

Entries are sought for books of high literary merit, and in the case of the Prize for Australian History, scholarly accomplishment.

The Awards are administered through an open competitive process. Awards will be presented in six categories; fiction, non-fiction, young adult literature, children's literature, poetry and Australian history. Up to \$100,000 will be awarded in each category—\$80,000 for the winning entry and \$5,000 each for a maximum of four shortlisted entries. All prizes are tax-free.

The Awards are part of the Australian Governments Arts and Cultural Development program and will be undertaken according to the Commonwealth Grant Rules and Guidelines 2017, available at: <https://www.finance.gov.au/resource-management/grants/>.

Entries close Wednesday 9 May 2018.

Entrants are encouraged to submit an online entry form to the Department of Communications and the Arts (the Department) at www.arts.gov.au/pmliteraryawards.

In addition, ten (10) published copies of the relevant work must be received by the Department by the closing date. If you are entering a recording or documentary for the Prize for Australian History you will also need to provide 10 copies of your entry in a format that can be provided to the judges.

Please note: The submitted copies of works, whether deemed eligible or not, become the property of the Australian Government and will not be returned to the entrant.

Contact

For all enquiries:

Prime Minister's Literary Awards

Phone: 1800 707 889

Email: PLLiteraryAwards@arts.gov.au

Postal deliveries

Prime Minister's Literary Awards

Department of Communications and the Arts

GPO Box 2154

Canberra ACT 2601

Courier deliveries

Prime Minister's Literary Awards

Department of Communications and the Arts

2 Phillip Law Street

New Acton ACT 2601



1. Eligibility criteria

1.1 General eligibility criteria

The following criteria apply to all book entries (for the Prize for Australian History please see additional information on [category-specific criteria for non-book entries 2.1.1](#)).

Eligible entries:

- The entry must have been first published or released between 1 January 2017 and 31 December 2017.
- The entry must be published or produced in the English language.
- Books must have been made available for general sale in Australia between 1 January 2017 and 31 December 2017 and be available to the general public via more than one distribution outlet.
- Books must have an International Standard Book Number (ISBN).
- Books must be deposited to the National Library of Australia (and relevant state library/libraries) as is required for legal deposit under the Copyright Act 1968. For more information on this criterion please refer to: <http://www.nla.gov.au/legal-deposit/what-is-legal-deposit>.
- Books primarily published electronically are eligible as long as they are also available in some kind of hard copy format, for example, by print-on-demand.
- Books published through non-traditional publishing models are eligible as long as they meet all general eligibility criteria and the following conditions, the:
 - publishing company has not been specifically established to publish and sell that individual book
 - author is not the publisher
 - where the author and the publisher of the book are the same, the entry may be considered if a publishing company has not been specifically established to publish only that author's work
 - book must be edited by a professional editor (entrants may be asked to provide verification that the book has been edited by a professional editor upon request by the Department).
- Authors and producers are required to have considered any legal risks associated with their work, particularly in relation to copyright and defamation law.
- A book can be entered into more than one category and shortlisted in more than one category but cannot win more than one category. Further detail on this criterion is provided in the category specific eligibility criteria below.

Non-eligible entries:

- Second edition books.
- Books that are only available for free.
- Electronic versions of previously published books.
- Published versions of books originally released electronically prior to 1 January 2017.
- Books from a publishing company that has been specifically established to publish that book.
- Works consisting primarily of photographs or illustrations with text that includes only limited descriptive text or captions.
 - However, works in the children's literature category consisting of images or pictures only, with no text, are eligible.



1.2 Authors and eligibility

The following criteria apply to all book entries (please see category specific criteria for the Prize for Australian History):

- The work must be the work of the author/s.
- Authors must be Australian citizens or permanent residents of Australia.
- Authors must be living on the date of entry.
- Eligible books shall have no more than two authors or one author with one illustrator or photographer.
 - The exception is in the case of children's books where books can have two authors and one illustrator or one author and two illustrators.
- If a shortlisted or winning entry is a work of joint authorship, each author, illustrator or photographer must be identified on the entry form and will receive an equal share of the prize money.
- Books that are collections of essays or stories by multiple contributors, compiled by an editor, that acknowledge the work of the authors in their own right, are not eligible. Collective works of community groups are an exception to this rule.
- Books that are the collective work of a community group or a community group and named authors, illustrators and/or photographers may be eligible. All contributors must be individually identified as a co-author of the book in the entry form, and the work must meet all other eligibility criteria.
- If a shortlisted or winning book entry is the collective work of a community group, the full amount of the prize money will be paid to the community group as a whole and each identified co-author should receive an equal share of the prize money.
- With the exception of collective works of a community group, works may not be entered in the name of a committee or corporation unless the work is a non-book entry for the Australian history prize.
- The authors' (and where applicable other creators) personal contact details must be included on the entry form.

2. Category-specific eligibility criteria

2.1 Prime Minister's Prize for Australian History

- Awarded for an outstanding publication, production or body of work that contributes significantly to an understanding of Australian history which has been first published, produced or broadcast between 1 January 2017 and 31 December 2017.
- Eligible works include: print media, including a published book, journal or magazine; an interactive or online project; a film or documentary for any form of distribution (including television, cinema, online, or radio); and other forms of multimedia; or a series of these.
- The subject of eligible works may include, but is not limited to, historical events, historical figures (including biographies) and works about a particular theme, concept or issue.
- A book may be entered in both the non-fiction category and for the Prize for Australian History and may be shortlisted for both these awards. However, a book cannot win more than one category.
- If a series or group of works is entered, the series must have been first published or broadcast between 1 January 2017 and 31 December 2017.
- Where a public sector organisation (such as an arm of the Australian Defence Force or a state or territory government department) wins or is shortlisted for the Prize for Australian History, no prize money will be paid.



Non-book entries for the Prize for Australian History

- Non-book entries include journals, magazines, websites; interactive or online projects, films or documentaries intended for any form of distribution including television, cinema, online, or radio, other forms of multimedia projects, or a series of these.
- If a non-book entry is the collective effort by a group of people or an organisation:
 - The organisation must be registered as an Australian company and have an Australian Company Number (ACN) and Australian Business Number (ABN).
 - Key members of the creative team, (such as the producer, writer, and director) must include Australian citizens or permanent residents of Australia.
 - The entry must include the names of all key personnel as requested in the entry form.
 - Should the entry be shortlisted or win, the prize money will be awarded to the registered organisation.

2.2 Non-fiction

- Awarded to the author of a literary non-fiction book first published between 1 January 2017 and 31 December 2017.
- Eligible non-fiction works include biographies, autobiographies, histories, philosophy, literary criticism and works dealing with contemporary issues.
- The following non-fiction works are not eligible: textbooks and other works created for primary, secondary and tertiary educational purposes; newsletters; books which are primarily works of interviews; local and oral histories; periodicals; instruction manuals; how-to books; bibliographies; dictionaries; encyclopaedias; guide books; catalogues; and self-help, lifestyle and hobby books.
- A book may be entered in both the non-fiction category and for the Prize for Australian History and may be shortlisted for both these awards. However, a book cannot win more than one category.

2.3 Fiction

- Awarded to the author of a fiction book first published between 1 January 2017 and 31 December 2017.
- A verse novel may be entered in both the poetry category and in one fiction category (either fiction, young adult literature or children's literature, based on the intended audience). An eligible verse novel may be shortlisted in both a fiction category and the poetry category, but it cannot win more than one category.

2.4 Poetry

- Awarded to the author of a collection of poems first published in book form between 1 January 2017 and 31 December 2017.
- Single poems are not eligible unless they are a novel length work of verse. For further advice on the criteria for verse entries, see [Section 3.1: How to submit entries](#).
- Collected works of more than two poets are not eligible.
- A verse novel may be entered in both the poetry category and in one fiction category (either fiction, young adult literature or children's literature, based on the intended audience). An eligible verse novel may be shortlisted in both a fiction category and the poetry category, but it cannot win more than one category.



2.5 Young adult literature

- Awarded to the author of a young adult book first published between 1 January 2017 and 31 December 2017.
- Works must be suitable for young adults aged 13 to 19 years old.
- A verse novel may be entered in both the poetry category and in one fiction category (either fiction, young adult literature or children's literature, based on the intended audience). An eligible verse novel may be shortlisted in both a fiction category and the poetry category, but it cannot win more than one category.

2.6 Children's literature

- Awarded to the author of a children's literature book first published between 1 January 2017 and 31 December 2017.
- Works must be suitable for children up to 12 years old.
- Books can have up to three creators. This must be either two authors and one illustrator or one author and two illustrators.
- Wordless picture books, or illustrated narratives, are eligible for entry in this category only.
- In illustrated works for children, the literary and artistic merit of the work as a whole will be considered by the judges.
- A verse novel may be entered in both the poetry category and in one fiction category (either fiction, young adult literature or children's literature, based on the intended audience). An eligible verse novel may be shortlisted in both a fiction category and the poetry category, but it cannot win more than one category.

3. Conditions of entry

The conditions and eligibility criteria governing the Awards may change without notice.

These conditions of entry apply to all entries in all categories.

3.1 How to submit an entry

- There is no entry fee for the Prime Minister's Literary Awards or Prize for Australian History.
 - A separate entry form must be completed for each title (work).
 - A work may only be entered in one category, except in the following circumstances, a:
 - non-fiction book that is also a history book may be entered in both the non-fiction category and the Prize for Australian History
 - verse novel may be entered in the poetry category and one fiction category (either fiction, young adult literature or children's literature, depending on the intended audience).
- Note: when entering a single work into two categories, only one entry form is required and one set of 10 books.
- Entrants are required to submit a brief summary of the relevant work (up to 100 words), an image of the work (for example, the book cover artwork) along with an image and short biography (up to 100 words) of the authors/producers. If completing the online entry form, these must be submitted online. If completing a hard copy entry form, please provide these on a CD or USB.
 - ebooks must be accompanied by ten (10) published copies (for example, print-on-demand copies).
 - All images provided with the entry must be at least 7.5cm by 11.5cm and 300dpi resolution.



- Works may be entered by publishers, literary agents, authors, producers or broadcasters. People or organisations entering a work on behalf of an author or producer are assumed to be submitting the entry with the consent of the author or producer. It is the responsibility of the person submitting the entry to ensure that the author or producer's consent is obtained before entering the work (confirmation of consent may be requested by the Department).
- The submitted copies of works, whether deemed eligible or not, become the property of the Australian Government and will not be returned to the entrant.
- While all reasonable care will be taken, no responsibility is accepted for loss or damage to submitted copies or for entries that are not received by the due time and date.
- Breach of these guidelines may render an entry invalid whether prospectively or retrospectively.
- Biographies of, or works by, current (at the time of entry) members of an Australian or foreign parliament or executive are not eligible for entry.
- The Department may request supporting documentation in relation to any or all of the above eligibility criteria at any time.
- The Department's decision regarding the eligibility of an entry shall be final.

3.2 Closing date and time

- A completed online entry form OR a completed and signed hard copy entry form, and ten (10) published copies of the relevant work must be received by the Department by **9 May 2018**.
- The Department reserves the right, in its absolute discretion, not to accept incomplete or late entries.
- The Department may request additional copies of an entered work at any time.

3.3 Personal information

- The Department of Communications and the Arts may collect, use and disclose personal information and /or sensitive information contained in an entry under the Prime Minister's Literary Award, such as names, details and other information contained within an entry for the purposes of administering the Awards and to carry out its functions properly and efficiently.
- In accordance with the Commonwealth Grants Rules and Guidelines 2017 the Department of Communications and the Arts is required to report the names of winning and shortlisted authors and their prize money on the Australian Government's web-based facility GrantsConnect within 21 calendar days after the winners' announcement takes place.
- The Department only uses personal information and/or sensitive information for the purposes for which it was given and for any directly related purposes (unless otherwise required by, or authorised under, law). If a work is shortlisted or wins an award, the Department may use and/or publish any photographs, biography (or community group description) and summary of the entered work for publicity purposes.
- By providing the Department with personal information and/or sensitive information in an entry, the entrant consents to the Department collecting, using and disclosing that information in accordance with the entry guidelines.

4. Judging and selection

Assessment criteria:

- In regard to the Prime Minister's Literary Awards categories of **fiction, nonfiction, poetry, children's literature and young adult literature**, they will be awarded to the entries deemed to possess the highest literary merit.
- The **Prize for Australian History** will be awarded for the most outstanding contribution to understanding Australian history.



Judging:

- Three panels, each of up to five judges, will consider the six award categories. One panel will judge the fiction and poetry categories, one will judge the non-fiction category and the Prize for Australian History, and one will judge the young adult and children's literature awards.
- Expert judges are appointed by the Minister and the Prime Minister. Details on judges can be found at <https://www.arts.gov.au/pm-literary-awards/current-awards/judges>
- Judges reserve the right to transfer a work into another category if they deem it to be more suited to another category, for example between the children's and young adult literature categories.
- The judges may at their discretion call for works which have not been entered in the Awards.
- The judges reserve the right not to recommend a particular Award in any year if they consider that the entered works are not of sufficient merit.
- It is important that the judging process is free from interference. To ensure a transparent process, any author, producer, publisher or literary agent who attempts to lobby, undertakes discussions or corresponds with a judge of these Awards in relation to an entry or entries may be permanently disqualified from these Awards.
- The Prime Minister makes the final decision on the awarding of the Awards, taking into account the recommendations of the judges.
- The decisions of the Prime Minister and the recommendations of the judges are final and no discussion or correspondence will be entered into concerning these decisions.

Notification of shortlisted and winning entries:

- Shortlisted and winning entries will be announced by the Prime Minister.
- In accordance with the Commonwealth Grants Rules and Guidelines 2017 the Department of Communications and the Arts is required to report the names of winning and shortlisted authors and their prize money on the Australian Government's web-based facility GrantsConnect within 21 calendar days after the winners' announcement takes place.

4.1 Winning entries and promotional activities

- On subsequent printings of shortlisted or winning works, publishers may print: '2018 Prime Minister's Literary Awards Shortlist', 'Winner of the 2018 Prime Minister's Literary Awards', '2018 Prime Minister's Prize for Australian History Shortlist' or 'Winner of the 2018 Prime Minister's Prize for Australian History' as relevant.
- If your work is shortlisted or wins an award, information provided in your entry may be used for publicity purposes, with the exception of personal information which will be treated in accordance with the *Privacy Act 1988 (C'th)*.
- The Australian Government expects that the recipients of the Prime Minister's Literary Awards and the Prize for Australian History will assist in publicly promoting Australian literature, Australian history and these Awards. For this reason recipients should be prepared to participate in a small number of local public engagements and media opportunities at the time of, and in the year following, their award.

