



**Canada Council
for the Arts**

**Conseil des Arts
du Canada**

WRITING AND PUBLISHING SECTION

Governor General's Literary Awards 2012

Follow these three steps to register a book for this award:	
Step 1	Read the Guidelines for details about the awards, who may register and other eligibility criteria, award amount, assessment process and criteria, etc.
Step 2	Read the Important Information section. If you still have questions about the awards or the registration process, contact the program officer indicated below.
Step 3	Complete all sections of the attached registration form .

The Canada Council for the Arts is committed to equity and inclusion, and welcomes applications from diverse Aboriginal, cultural and regional communities, including people with disabilities.

Deadlines

Publishers must submit books **as early as possible** to ensure that members of the peer assessment committees have sufficient reading time.

Books published in English between 1 September 2011 and 29 February 2012 must reach the Canada Council no later than **15 March 2012**. Books published between 1 March 2012 and 15 May 2012 must reach the Canada Council no later than **1 June 2012**. For books and bound proofs published between 16 May 2012 and 30 September 2012, the deadline is **7 August 2012**. If the deadline falls on a weekend or statutory holiday, it moves to the next business day.

Books must reach the Canada Council for the Arts by the deadline date. Late submissions, incomplete submissions and registration forms submitted by fax or email will not be accepted.

Further Information

Diane Miljours

Program Officer

Writing and Publishing Section

Canada Council for the Arts

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GUIDELINES

<p>Description of Awards</p>	<p>The Governor General’s Literary Awards are given annually to the best English-language and the best French-language book in each of the seven categories of Fiction, Literary Non-fiction, Poetry, Drama, Children’s Literature (text), Children’s Literature (illustration) and Translation (from French to English).</p> <p>Each laureate receives \$25,000 and a specially crafted copy of the winning book. In addition, publishers of winning titles receive a \$3,000 grant for the promotion of the prize-winning book. Non-winning finalists each receive \$1,000.</p>
<p>Eligibility of Publishers</p>	<p>Only eligible book publishers can submit titles for consideration. Publishers must:</p> <ul style="list-style-type: none"> • publish books based on an editorial selection process • have at least four eligible titles in print and be committed to a sustained trade book publishing program, consisting of titles by a variety of authors • pay royalties or financially compensate the author, illustrator or translator for any submitted title • use appropriate and effective means to market, distribute and create public awareness of their titles, and • meet basic professional standards of publishing. <p>The publisher may publish a maximum of 25 percent each year of publications written by owners, family or employees of the publishing house.</p> <p>Books may be published in Canada or abroad. Foreign or new publishers must provide a historical background, a catalogue of their published titles and a list of Canadian distributors.</p>
<p>Eligibility of Titles</p>	<p>Publishers should note that the award is for literary and artistic excellence; they should submit only books that they deem to be outstanding in these regards.</p> <ul style="list-style-type: none"> • Books must be first foreign or first Canadian edition trade books that have been written, translated or illustrated by Canadian citizens or permanent residents of Canada (they do not need to be residing in Canada). In the Translation category, the original work, written in French, must also be a Canadian-authored title. • English titles must be published and be available on the market between 1 September 2011 and 30 September 2012 (13 months). • The main language of all the books must be English. • All books must have an ISBN, be distributed in Canada and be available in Canadian bookstores. • All books must have a print run of at least 350 copies. • All books must be at least 48 pages long, except for children’s picture books which must have a minimum of 24 pages. • All the short stories, essays, poems and plays may have been previously published in magazines.

<p>Eligibility (continued)</p>	<p>A work in the Literary Non-fiction category should be demonstrative, analytical or critical and have a narrative thread. It may deal with real events, people or ideas, but the author's perspective and opinions are evident. The narrative is set in a clear context and critical framework, and should present a discussion of the ideas contained, address the subject from several points of view and give form to major life issues. The work should be accessible to a general reading audience and cannot be intended for a specialized or academic readership. Eligible non-fiction titles should make a significant contribution to literature or to awareness of the arts or the dissemination of literary works by Canadian authors.</p> <p>An adaptation is the new form of a literary work, a free interpretation of an existing text that has been modified enough to transform it into an original new work. An adaptation should bring the original work to another literary genre than that for which it was originally intended.</p> <p>The Canada Council reserves the right to ask the publisher for supplementary information.</p> <p>Restrictions</p> <ul style="list-style-type: none"> • Each book must be submitted in only one category, except for those submitted to the Translation; children's books may be submitted in the Children's Illustration and Children's Text categories. • A book that has been published in French and in English at the same time may be submitted in only one of the two languages. <p>Ineligible Titles</p> <p>Titles that are not eligible are:</p> <ul style="list-style-type: none"> • books that were already submitted to the Governor General's Literary Awards • selections and collections of poetry, short stories, essays and plays containing material that has previously been short-listed for a Governor General's Literary Award • books that do not include new material • reprints or new format reprints of any kind • self-published books • textbooks or instruction guides, academic and scholarly publications, academic theses, conference proceedings, illustrated (coffee-table) books, how-to and self-help books, guide books, cookbooks, exhibition catalogues, film scripts, testimonials, journals, transcripts of interviews, collected letters, directories, reference books or bibliographies, and books of minimal critical content • anthologies of the works of more than one author, illustrator or translator, or works that are not expressed in a single voice
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<p>Eligibility (continued)</p>	<ul style="list-style-type: none"> • for the Children’s Literature (illustration) category, books where illustrations occupy less than 30% of the book’s space • graphic novels, except for titles intended for children (Children’s Literature (illustration) and Children’s Literature (text) categories) • books whose author, illustrator or translator was deceased at the time of publication • books that have been translated from a language other than one of the two official languages, except for titles submitted in the Children’s Literature (illustration) category.
<p>Submission Procedure</p>	<p>Publisher’s Registration forms are emailed annually to eligible book publishers who have sent in titles in previous years. They are also available on the Canada Council website.</p> <p>Publishers must complete a separate Publisher’s Registration Form for each eligible title submitted in any of the categories and send the completed form with four copies of the book to the Canada Council for the Arts, Writing and Publishing Section. For the Translation category only, the Canada Council also requires four copies of the original work. Books will not be returned to publishers.</p> <p>Publishers may submit their August 2012 and September 2012 books in the form of advance reading copies or bound proofs. All proof copies must be bound: no loose or stapled sheets will be accepted. Unedited proofs will not be accepted. Proofs that do not contain the same information as the published work (the final version of the acknowledgements, the blurbs that will appear on the jacket, the indexes, etc.) will not be accepted. The final book jacket is not required. Publishers submitting proofs to the August deadline must also send four copies of the final book to the Canada Council for the Arts before 30 September.</p>
<p>Selection Process</p>	<p>Peer evaluation is fundamental to the Canada Council’s decision-making process. Peer assessment committees review all eligible titles in each of the seven categories of Fiction, Literary Non-fiction, Poetry, Drama, Children’s Literature (text), Children’s Literature (illustration) and Translation (from French to English). Composed of writers, critics and/or independent book professionals, the peer assessment committees examine the eligible books according to literary and artistic merit.</p> <p>Committee members will also be selected with consideration to fair representation of gender, generations, Aboriginal peoples, and the regional and cultural diversity of Canada.</p> <p>For further information on this subject, please see “Peer Assessment: How the Council Makes Its Decisions,” posted on the Canada Council’s website.</p>

IMPORTANT INFORMATION

<p>Processing the Nomination</p>	<p>Nomination confirmation A list of titles submitted to the peer assessment committees will be posted regularly on the Canada Council website at www.canadacouncil.ca/writing/titlesubmitted.</p> <p>Response time The publishers and authors or translators of the selected books will be notified of the results, in writing, approximately three months after the August deadline date. They must agree to keep the results confidential until the date of the public announcement. The names of finalists will be announced in mid to late October 2012; the names of winners will be announced in mid-November 2012. Results are not released over the telephone or by email.</p> <p>Nomination preparation You are responsible for providing all the information and support material requested. The Canada Council will make eligibility decisions based on the information provided in this nomination. The Canada Council is not responsible for the loss or damage of material submitted in support of a nomination. Only one copy of the nomination form is required. Submit only the material requested. Extra material will not be shown to the peer assessment committee.</p>
<p>Personal Information</p>	<p>The Privacy Act gives individuals the right to access and request correction of personal information about themselves. The Canada Council for the Arts will protect personal information as required by the Privacy Act. The information will be stored in a series of Canada Council data banks described in <i>Info Source</i>, a government publication that is available on the Internet. All other information may be accessible to others under the Access to Information Act. The Canada Council may share information related to applications and awards with officials in other arts and cultural industry funding agencies, on a confidential basis, to assist with program planning and evaluation.</p>
<p>Award Terms and Conditions</p>	<p>Once the winners have been contacted, they must confirm acceptance of the prize and agree to keep the results of the competition confidential until the Canada Council for the Arts makes its official announcement. All the documentation submitted becomes the property of the Canada Council for use in any publicity or promotion accompanying the prize. Publishers are required to provide to the Canada Council, at no cost, four copies of short-listed titles for promotion and sponsorship purposes. Authors, translators and publishers of winning books must participate fully in all award events, including the prize presentation, receptions, media interviews and press conferences. They must also allow photographs and public information about themselves to be used for promotion of the awards and in other Canada Council promotional initiatives. The support of the Canada Council for the Arts must be clearly acknowledged in any public announcements, advertising or publications related to books that are finalists or receive a Governor General's Literary Award.</p>



Governor General's Literary Awards 2012

- Please read the prize information and guideline sheet carefully before completing the form.
- **Publishers must fill out one form for each title submitted** and keep a copy. Type or print in black ink.
- **The Canada Council will not accept incomplete forms or forms submitted by fax or email.**

WRITING AND PUBLISHING SECTION, CANADA COUNCIL FOR THE ARTS, 350 ALBERT ST.,
P.O. BOX 1047, OTTAWA ON K1P 5V8 (mail) / 350 ALBERT ST., 12th Floor, OTTAWA ON K1R 1A4 (by courier)

Name of publishing house: _____ Contact person: _____

Address of publishing house: _____ Website: _____

Telephone: _____ Fax: _____ Email: _____

Name and title of the editor/publisher: _____

Distributor in Canada: _____

Please send **four copies** of each eligible title. For **Translation**, the Canada Council for the Arts also requires **four copies of the original work**. The books will not be returned to you.

Title of book: _____

ISBN: _____ Publication date: _____

Category*	Name of Author, Translator or Illustrator	Home Address of Author, Translator or Illustrator	Email and Telephone Number(s) of Author, Translator or Illustrator	Citizenship of Author, Translator or Illustrator

*Indicate the appropriate category with one of the following codes: **F**–Fiction; **N**–Non-fiction; **PY**–Poetry; **D**–Drama; **CT**–Children’s Text; **CI**–Children’s Illustration; **TRANS**–Translation.

DECLARATION: I have carefully read the guidelines, confirm that this nomination meets the eligibility criteria and accept the conditions of the award. I confirm that the information contained in this form is complete and accurate.

Signature of the editor/publisher (an original signature is required)

Date

NOTIFICATION OF INELIGIBILITY

The book indicated above is not eligible for the following reason:

- Publisher does not meet the eligibility criteria.
- Book is self-published.
- Book was not published between 1 September 2011 and 30 September 2012.
- Book was already submitted to the Governor General’s Literary Awards.
- Book is an anthology of works of more than one author.
- Book’s author, illustrator or translator is not a Canadian citizen or a permanent resident of Canada.
- Book’s author, illustrator or translator was deceased when the book was published.
- Late submission.
- Other:

Diane Miljours, Program Officer, Writing and Publishing Section

Date