

Georgia Writers Association

GUIDELINES

LITERARY EVENTS GRANTS OF GEORGIA

THE MISSION

Literary Event Grant of Georgia (LEGG) supports writers' fees for literary events in underserved communities across the state. Literary events include readings, workshops, presentations, and performances.

We provide grants of \$50-\$250 for a literary event. We strongly encourage organizations to match our payments to writers, but this requirement may be waived if there are extenuating circumstances. To support as many literary events as possible, we generally grant no more to \$500 to organizations during the course of our fiscal year (July 1-June 30).

ELIGIBILITY

Who Is Ineligible

Certain counties in Georgia—specifically Fulton, Cobb, and Dekalb counties—are excluded from LEGG funding as they receive funding from other organizations. The project director and employees of the sponsoring organization are not eligible for support.

Organization Eligibility

Organizations that may apply for grants include: colleges, cultural centers, museums, libraries, correctional facilities, hospitals, small presses, community and senior centers, places of worship, bookstores, galleries, and theaters. Nonprofit status is not required. Though we consider applications from organizations only, we encourage writers to initiate events and let organizations know that they can apply on the writer's behalf. Priority will be given to organizations that:

- Serve a culturally diverse audience
- Feature culturally diverse writers
- Present programs in rural or other underserved areas
- Have not previously received LEGG support
- Are able to match LEGG's payment fee to the writer (not including in-kind contributions for meals, lodging, or travel)
- Are open to the public, with the exception of events taking place in institutions such as prisons or nursing homes
- Have a publicity plan and/or strong publicity samples from past events.

Writer Eligibility

The writer for whom a LEGG is requested must be listed in the Georgia Writers Registry (if not registered, writers may apply to register through the Atlanta History Center at <http://www.atlantahistorycenter.com/cms/Georgia+Writers+Registry/271.html> or email meisenhart@georgiahistorycenter.com). Eligible writers include: poets and performance poets, fiction and creative nonfiction writers, and playwrights.



This program is supported in part by the Georgia Council for the Arts (GCA) through the appropriations of the Georgia General Assembly. GCA also receives support from its partner agency, the National Endowment for the Arts.

LITERARY EVENTS GRANTS OF GEORGIA

To apply for LEGG funding:

1. Complete a separate application for each writer to be presented. Fill out one application for an event that consists of multiple sessions (such as a poetry festival during which a writer reads several times or a multi-week workshop by a writer).
2. Include the writer's social security number and contact information, which we need to process payments.
3. The application must be submitted at least eight weeks before the proposed event.
4. First-time applicants must enclose publicity samples from past literary events with the application.
5. Mail or fax (770-423-6524) completed applications for events to:
LEGG – Georgia Writers Association
Kennesaw State University
1000 Chastain Road #2701
Kennesaw, GA 30144

Receipt of LEGG Funding

- All requests are considered on an event-by-event basis.
- Incomplete applications will not be considered.
- We approve grants on a rolling basis. Applications received fewer than eight weeks before the event will be declined.
- Sponsoring organizations and writers will be notified regarding the status of their application within two weeks of receipt.

Georgia Writers Association

APPLICATION

LITERARY EVENTS GRANTS OF GEORGIA

Mail or fax (770-423-6524) completed applications for events to:

LEGG – Georgia Writers Association
Kennesaw State University
1000 Chastain Road #2701
Kennesaw, GA 30144

SPONSORING ORGANIZATION

Start date of event _____

Project director _____

Organization Name _____ FEIN # _____

Organization Address _____

Office phone _____ Home phone _____

Fax _____ E-mail _____

Mailing address (if different from above) _____

County name _____ Organization type _____

WRITER

Name _____

Address _____

Office phone _____ Home phone _____

E-mail _____ Social security # (required) _____

Writer category (check all that apply):

Poet Creative nonfiction writer Performance poet Fiction writer



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Is the writer listed in the Georgia Writer's Registry? Yes No

If not, please contact the Literacy Center of the Georgia Writers Registry:

<http://www.atlantahistorycenter.com/cms/Georgia+Writers+Registry/271.html>

Email: meisenhart@georgiahistorycenter.com

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APPLICATION

LITERARY EVENTS GRANTS OF GEORGIA

EVENT

Event category (check whichever genre(s) the writer will be presenting at this event):

Poetry Creative Non-Fiction Fiction Children's Young Adult Play

The event consists of (check all that apply):

Reading Workshop Other _____

Reading date(s) and time(s) _____ Number of reading sessions: _____

Workshop date(s) and time(s) _____ Number of workshop sessions: _____

Event site and address _____

City _____ Event site county _____

Contact name _____

Contact phone number OR e-mail address _____

Check this box if this event is NOT open to the public.

INFORMATION

Audience number projected for this event _____

Please describe the audience you expect to serve by age, ethnicity, rural/urban environment.

Will there be an admission fee? Yes No If so, how much? _____

Was the application for this event sponsor-initiated? or writer-initiated?

Has your organization ever received support from LEGG? Yes No

If YES, in what year? _____ If NO, please tell us about your past literary programming, if any:

Please indicate your plans for publicizing this event.

If applying for the first time, please enclose publicity samples from past events.

Annual budget for literary events: \$ _____ Number of readings per year _____ Number of workshops per year _____ Is this your first time sponsoring a literary event? Yes No

If YES, please enclose a brief letter explaining how this event came about and whether you plan to present more literary events in the future. If NO, in what year did your organization start presenting literary events? _____

Are you currently receiving funds from another state of Georgia Institution Yes No

If YES, please give the LEGG staff a call before sending in your application.

Applications will not be considered unless all information is provided. Please check that your application is complete before you send it. Please keep a copy of your application for your files.

REQUEST

Amount requested from LEGG \$ _____

Amount sponsor will provide for writer's fee: \$ _____

Total fee to writer \$ _____

Signature of project director _____ Date _____