



GUIDELINES

The Russell Prize for Humour Writing was established at the bequest of Peter Wentworth Russell to celebrate, recognise and encourage humorous writing, and to promote public interest in this genre. It is the only award to recognise the art of humour writing in Australia.

The Russell Prize for Humour Writing is awarded biennially for the work which is judged to be the best book of humour writing by an Australian author and published in the previous two years. The winner of the 2019 prize will receive \$10,000.

The prize is administered by the State Library of NSW and Foundation on behalf of the estate of the award's benefactor Peter Wentworth Russell.

Entries close at 5pm on Monday, 11 February 2019

Eligible works

To be eligible for consideration or shortlisting, and/or to be eligible to win or be awarded a prize in respect of the Awards, submitted works must:

- Be works of fiction, non-fiction, poetry and/or collections of short stories;
- Have a major emphasis on humour. The judges will also consider the quality of the writing and the work's contribution to the genre;
- be written in the English language, published in book or ebook form with an ISBN and consist of a minimum length of 40,000 words (except poetry);
- consist of original work by the author/s;
- be **first published between 1 January 2017 and 31 December 2018** and commercially available within this period; and
- English translations of works that were originally written in another language will be eligible for nomination if the translations were published between 1 January 2017 and 31 December 2018.

The following will not be eligible for consideration or shortlisting, and/or to be eligible to win or be awarded a prize in respect of the Awards:

- a work containing in its entirety material previously published only in anthologies, literary journals or newspapers. If the work contains some of this material the judges will determine

whether the new work is sufficient, in quantity and quality, to qualify as eligible and merit an award. It is the nominator's responsibility to clearly identify the previously published material.

- electronic versions of previously published books or published versions of books originally released electronically before the current eligibility period;
- works consisting principally of photographs or illustrations unless the text is of substantial length and sufficient merit in its own right;
- Unpublished manuscripts however self-published works may be entered.

Eligible authors

- Authors whose works are nominated must be Australian citizens or persons holding permanent resident status.
- Works published overseas are eligible if the author is an Australian citizen or holds permanent residency.
- A work written by two authors in collaboration will be considered for the Prize.
- The author, or one of the two joint authors, must be living at the time of nomination.
- If an author, or authors, should die between recommendation and presentation of the award, the prize money may be paid to the estate of the author/s and/or the surviving author. Any payment will be made at the discretion of the State Library of NSW.
- Books compiled by an editor, or someone other than the author/s, and consisting of contributions from more than two authors are not eligible for entry.
- Works may not be entered in the name of a committee.

Submission and nomination process

- Submissions must be made via the online entry form on the State Library of NSW website: <https://www.sl.nsw.gov.au/russell-prize-humour-writing> Up to five entries can be made on the one online form; if you have more than five entries, you need to complete and submit more than one online form.
- Works may be submitted by a publisher or by the author.
- If work is submitted on behalf of an author, permission must be obtained from the author and the author's direct contact details must be provided.
- The State Library of NSW will acknowledge receipt of submissions.
- Once the online form has been completed, the entrant must send five copies of each nominated work to the State Library of NSW by the closing date. If an online credit card payment was not submitted, a cheque or money order must also be submitted with the books. In some cases additional copies of the work may be requested by judges. Entrants should note that books and other works submitted will not be returned.
- The awards will be judged by an independent judging committee whose decision will be final. No correspondence or discussion will be entered into concerning the decision.
- Only one work will be selected as the winner of the Russell Prize for Humour Writing.
- If the winning or shortlisted titles are works written by two authors in collaboration, the prize will be awarded for the work rather than to an individual author (or, where applicable, the work, rather than an individual author, will be shortlisted) and monies will be divided equally between the authors.
- it is anticipated that the winner will be announced and the award presented at a function to be held in May 2019 at the State Library of NSW. Details of the award function will be available on the Library's website <https://www.sl.nsw.gov.au/russell-prize-humour-writing>

Selection process

The State Library of New South Wales and the judges appointed by it will have absolute discretion as to the manner in which the Awards are administered and the submissions that are accepted for consideration, shortlisted and/or winning entries. Without limitation, at the absolute discretion of the State Library of New South Wales:

- judges may admit or reject certain submitted works;
- judges may admit works after the deadline in exceptional circumstances;
- if the nominated works are not considered to be of sufficient merit, the judges may determine that the award not be made and/or that no works be shortlisted;
- subject to the preceding point, a shortlist of no more than six books, from the authors of which the winner of the award will be chosen, will be released approximately four weeks before the anticipated date of the award announcement;
- the winner will not be notified before the public announcement; and
- unsuccessful nominees will not be personally advised of the results.

Author's acknowledgement

- The State Library of NSW, in its absolute discretion, reserves the right to conduct criminal record checks in respect of authors whose works are submitted for consideration in respect of the Awards.
- Award recipients must not engage (and must not have engaged) in behaviour that would be seen to bring the Award into disrepute.
- The State Library of NSW, in its absolute discretion, may withdraw the offer of prize money or demand the return of prize money already paid if it is discovered that any of the information provided in the application is false. Upon receipt of such a demand, a prize winner must immediately return the prize money to the State Library of NSW.
- If an author, or authors, should die between recommendation and presentation of the Award, the prize money may, in the absolute discretion of the State Library of NSW, be paid to the estate of the author/s and/or the surviving author. Any payment will be made at the discretion of the State Library of NSW.
- The State Library of NSW encourages winning and shortlisted authors of the Russell Prize for Humour Writing to be available to undertake a small number of activities to promote the Awards up to and including the next time the Prize is presented. Activities may include media interviews (face to face or via electronic means), photographs or personal appearances at functions promoting these Awards, author events at the State Library, and, where possible, events across the NSW Public Library Network.
- All intellectual property in the submitted work remains vested in the author(s). The author(s) grant(s) to the Library of NSW a royalty free, perpetual and irrevocable licence to use any part of the submitted work for publications and promotions relating to the Awards, any future awards and the State Library of NSW generally. This licence shall continue notwithstanding the conclusion of the Awards process and/or any author's decision to withdraw from the Awards process.
- In relation to the author(s) Work:
 - the author(s) will be attributed as the author of the Work when the Library of New South Wales considers it reasonable and appropriate;
 - the Library of New South Wales need not advise the author(s) of any intended use of the Work;
 - the author(s) have the right to give consent on behalf of its employees, consultants or any other collaborators, illustrators, copywriters, or any other person associated with the authorship and production of the Work; and

- where requested, the author(s) must provide the Library of New South Wales with copies of all relevant consents in a form required by the Library of New South Wales.

Fees

The entry fee is \$66 (including GST) per title, and credit card (Mastercard or Visa) payments are made online as part of the nomination process.

If paying by cheque or money order, please make payable to the State Library of New South Wales.

The entry fee is not refundable in any circumstances.

Entrants and authors acknowledge and agree that they participate in the Awards at their own cost and that the State Library of NSW will not be liable for any loss, damage, cost or expense of any kind suffered or incurred by entrants or authors in connection with the Awards.

The Judging Process

- The judges will assess all nominated works that comply with the eligibility criteria set out in these Guidelines.
- The Russell Prize for Humour Writing honours outstanding and engaging work.
- The prize will be judged by an independent committee of writers, comedians, critics and other sector professionals.
- Judges may also take action as they consider appropriate to encourage the nomination of eligible works not already entered.
- The judges may determine that the Russell Prize for Humour Writing not be awarded if the nominated works are not considered to be of sufficient merit.

Privacy Notice

Personal information collected by the State Library of NSW is treated in accordance with the State Library of NSW Privacy Management Plan and is governed by the Privacy and Personal Information Protection Act 1998 and related regulations. Information provided on the application form will only be used for purposes related to the Award, which may include advertising or promoting the Russell Prize for Humour Writing and award presentation events. Unless expressly requested, images of individuals present at award presentation events may be used for promotional purposes.

Nominations for an award must only be submitted with the author's consent and knowledge of the Privacy Notice. Please email privacy@sl.nsw.gov.au or visit www.sl.nsw.gov.au/privacy/privacy-management-plan for further information.

Nomination checklist

Before lodging your submission, please ensure that you have done the following:

1. Read and ensure that you understand and agree to these Guidelines, including the Privacy Notice contained in these Guidelines.
2. Complete the online application form: <https://www.sl.nsw.gov.au/russell-prize-humour-writing>
3. Send nominations to the State Library of NSW by 5pm Monday 11 February 2019
4. Each nomination must include:
 - a. 5 copies of each title
 - b. Appropriate payment if payment was not made online via credit card

Postal address

The Russell Prize for Humour Writing 2019
State Library of NSW
Macquarie Street
Sydney NSW 2000

Courier address/hand delivery

The Russell Prize for Humour Writing 2019
State Library of NSW
Loading Dock, Hospital Road
Sydney NSW 2000

Enquiries and Nomination Forms

Online nomination forms can be found on the State Library website:

<http://www.sl.nsw.gov.au/russell-prize-humour-writing>

Please direct inquiries or requests for further information to:

Senior Project Officer, Awards, State Library of NSW

Email: awards@sl.nsw.gov.au

Telephone: (02) 9273 1605 or (02) 9273 1582