



## **Book Week Scotland 2025 - Funding Application Form**

### **Book Week Scotland 2025 - Overview**

Book Week Scotland 2025 will take place from 17-23 November and we will be building a programme of events inspired by our theme of Friendship.

Organisations can apply for one £700 grant to plan and deliver a unique, exciting event celebrating all things books.

This year organisations can submit applications for the following:

- In-person events
- Digital/hybrid events

#### **A few things to note:**

- Organisations can apply for one £700 grant.
- If successful, organisations **must work together with an author on some element of their proposed event.** We would love if Scottish authors could be supported by organisations during Book Week Scotland.
- Your event must take place during Book Week Scotland 2025 (17-23 November).
- Authors must be paid the minimum Live Literature rate of £200 per session. We will inform partners promptly of any changes.  
Alternatively, authors can be paid for a commission that you use as part of your event or activity. Further information on commission fees will be given to successful partners.

- Please note that a single Live Literature session fee (£200) is the minimum fee for the author you collaborate with. If you are planning multiple sessions or wish to work on more than one element of your event with the author, you must offer a proportionally increased fee.

\* 1. I confirm I have read and understand the application criteria for Book Week Scotland 2025.

I have read and understand the criteria

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# **Book Week Scotland 2025 - Funding Application Form**

## **About this application**

This survey is split into two sections:

1. Information about your organisation
2. Detailed event information

**The deadline for applications is 5pm on Wednesday 11 June.**

If you need any help with the application please email the team on [bookweekscotland@scottishbooktrust.com](mailto:bookweekscotland@scottishbooktrust.com)

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## Organisational Information

Please give us some information about your organisation and the best way for us to contact you.

\* 2. Organisation Name:

\* 3. Named organiser contact:

\* 4. Organiser Email Address:

Email

Confirm email

\* 5. Contact Number:

\* 6. Local Authority

\* 7. Provide a short bio about your organisation (200 words or less).

*If your application is successful this may be used on the Book Week Scotland website and in appropriate press opportunities.*

8. If your organisation has a logo you would like to include please upload it below. These answers have logic applied

Please note: file type must either be PNG, JPG or JPEG.

Choose File

Choose File

No file chosen

9. What prompted you to apply for Book Week Scotland event funding?

This could be anything from how you came across the application, your history with Book Week Scotland or a wider understanding of Scottish Book Trust's work.



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## **Application for Book Week Scotland Support**

\* 10. In order to be eligible for funding, your event must take place during Book Week Scotland 2025. Please confirm this below.

**Book Week Scotland 2025 takes place from Monday 17 to Sunday 23 November.**

I confirm our activity will take place during Book Week Scotland 2025

\* 11. The city, town, village or community you are hoping to engage with your event

\* 12. Is your organisation planning to engage with any of our sub-strands for **friendship** as part of your planned events or activities?

- **Formative friendships (early memories)**

The friendships that are deeply connected to our youth. When we found the people that gave us a better sense of who we were, or wanted to be, and set us on our path. These are the moments we return to time and time again, the stories - and people - we find comfort in, always.

- **Friends we found in difficult moments**

The ones that were there for us when it mattered most. From the person you haven't heard from in years reaching out to offer their support, meeting someone whose experiences reflect our own or a kind word from a complete stranger. When we share our stories with those around us, we unburden ourselves, finding the strength to keep going or start again.

- **Community friendships**

The friendships we formed from the causes that are most important to us. Whether that's advocating for equality, volunteering at a local care home or the monthly nature walk we share with like minded folk, connecting with those around us gives us purpose and reminds us that we're part of something bigger.

- **Unexpected friendships (did we just become best friends?)**

Sometimes a friendship can appear from nowhere. We didn't plan for it, or seek it out, it just happened. And suddenly you've connected with someone you feel like you've known all your life. Maybe it was after you moved to a brand new place, changed careers or started a new hobby. Instant connections are intoxicating, reinvigorating our lives, giving us renewed enthusiasm or purpose.

- **Friends for life**

The people who've been with us through it all. The ones we have our own language with, a set of memories that grow more important with each passing year, each milestone, each celebration. These are the people we can rely on to provide perspective, bring some joy or simply listen to us when we need to vent. The ones that don't demand anything from us. They know who we are - and why we matter.

- Definitely!
- I don't think so, no
- I'm not sure at this point

\* 13. Is your organisation planning on programming an in-person or digital event?

In-person event

Digital/hybrid event

\* 14. What will your event be like?

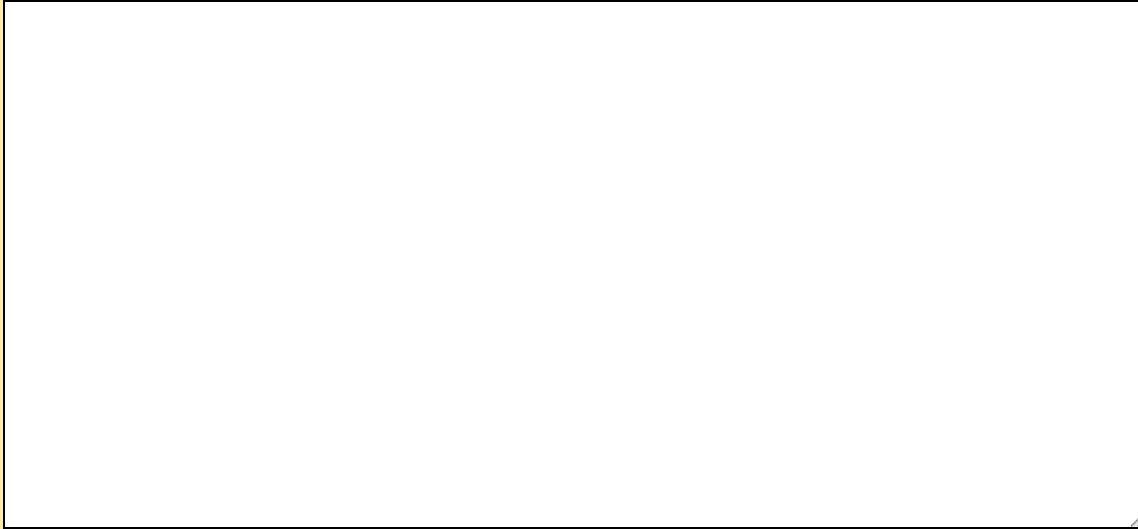
Don't worry, we won't hold you to details - we understand things won't be set in stone - but the more information you can give us at this stage, the better!

What is the format of your planned event?

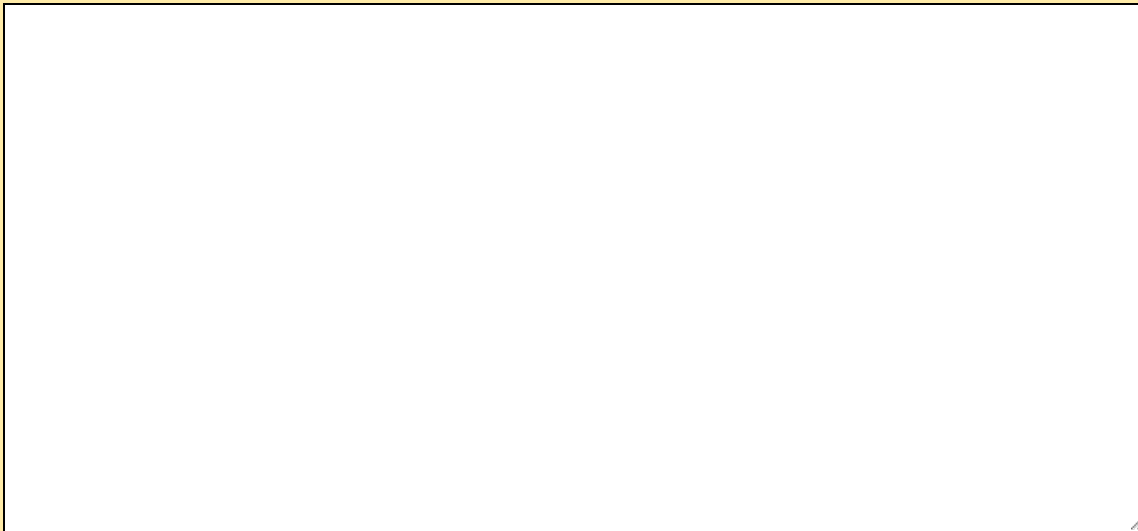
\* 15. What makes your event unique or exciting?



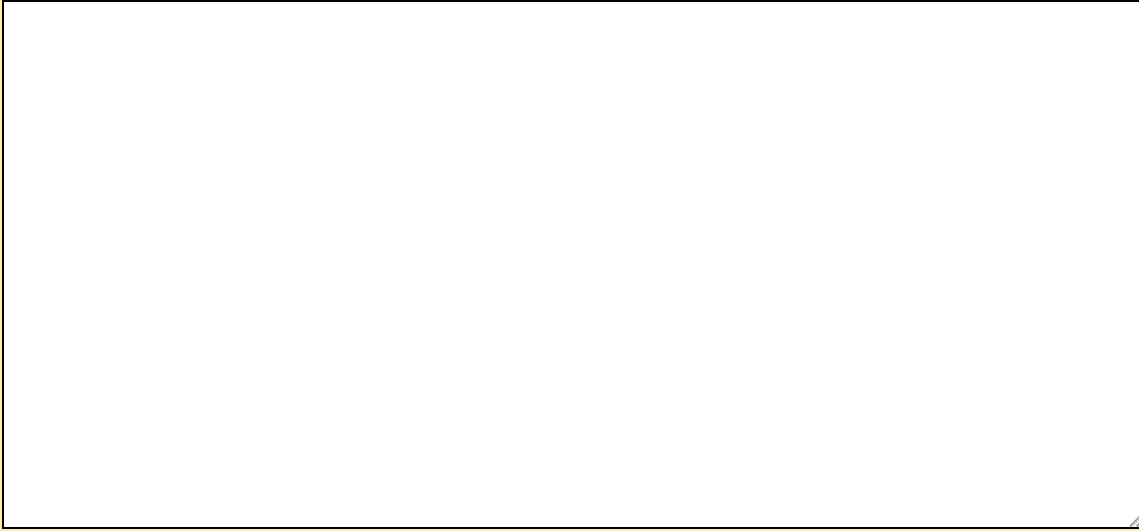
\* 16. Which of our theme strands, if any, are you planning to engage with as part of the event?



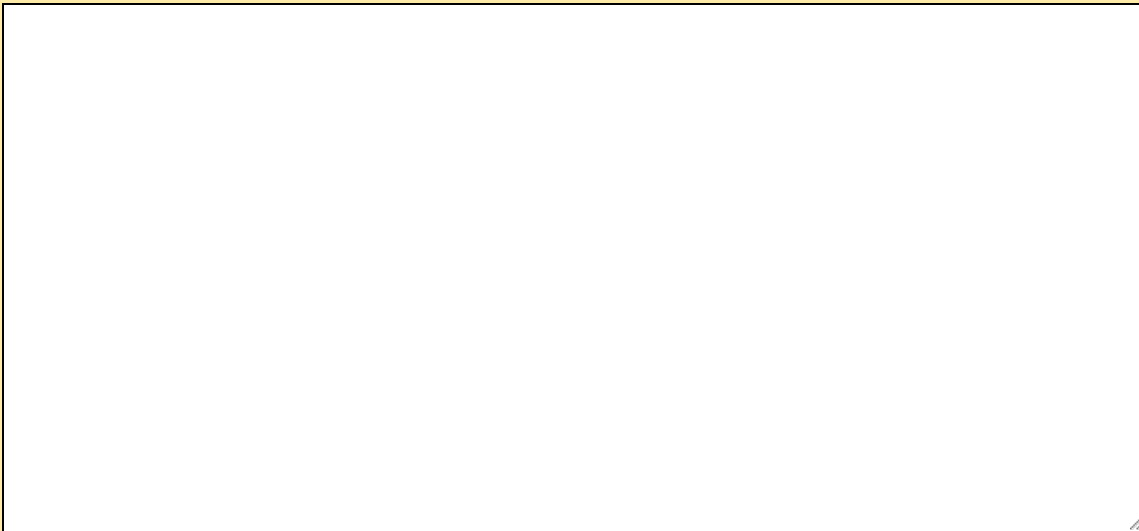
17. If you've put on events for Book Week Scotland previously, how have they influenced your approach this year?



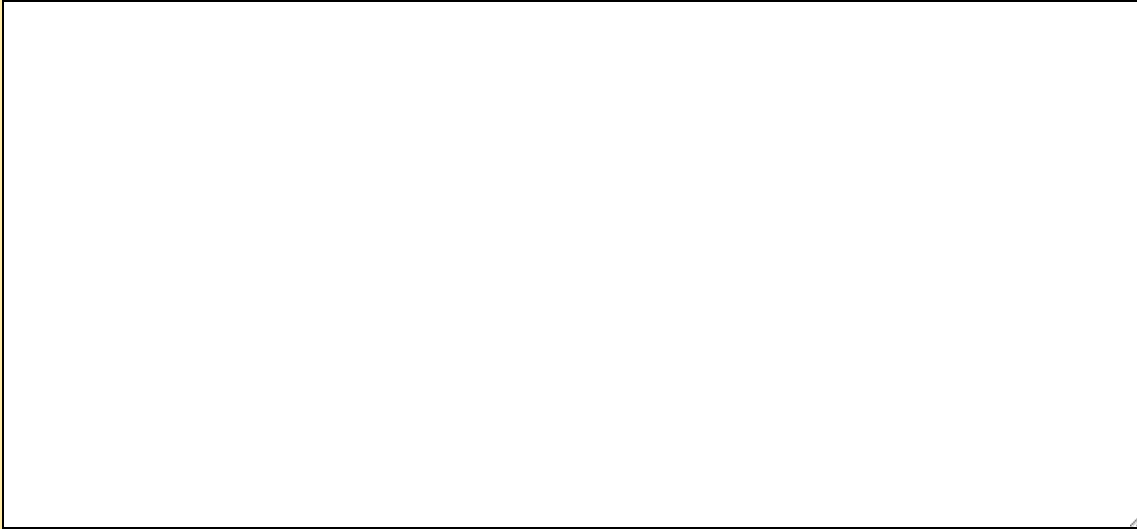
\* 18. How will the event get your audience excited about books and reading?



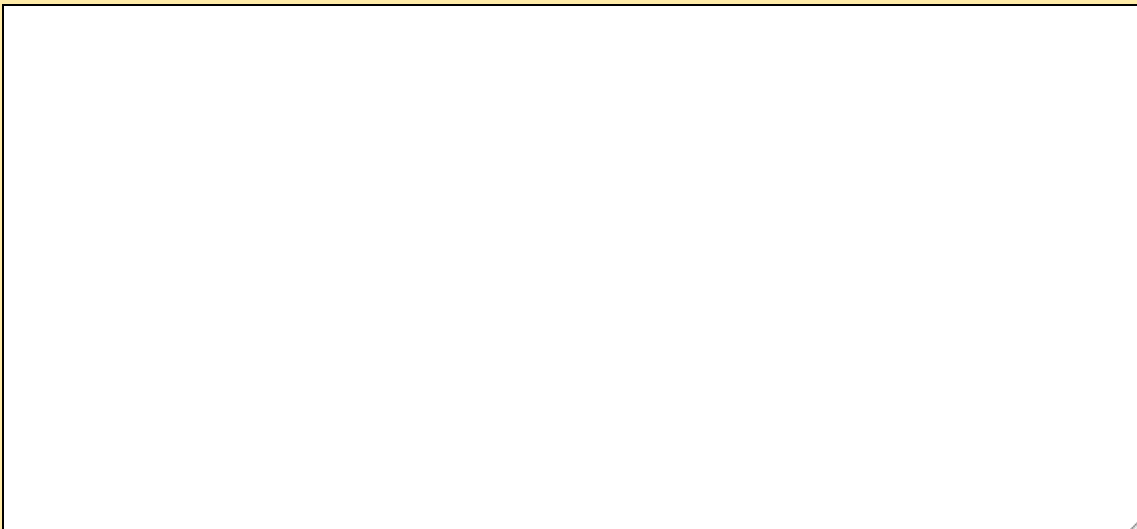
\* 19. What is the audience or community you are hoping to target and how will you reach them?



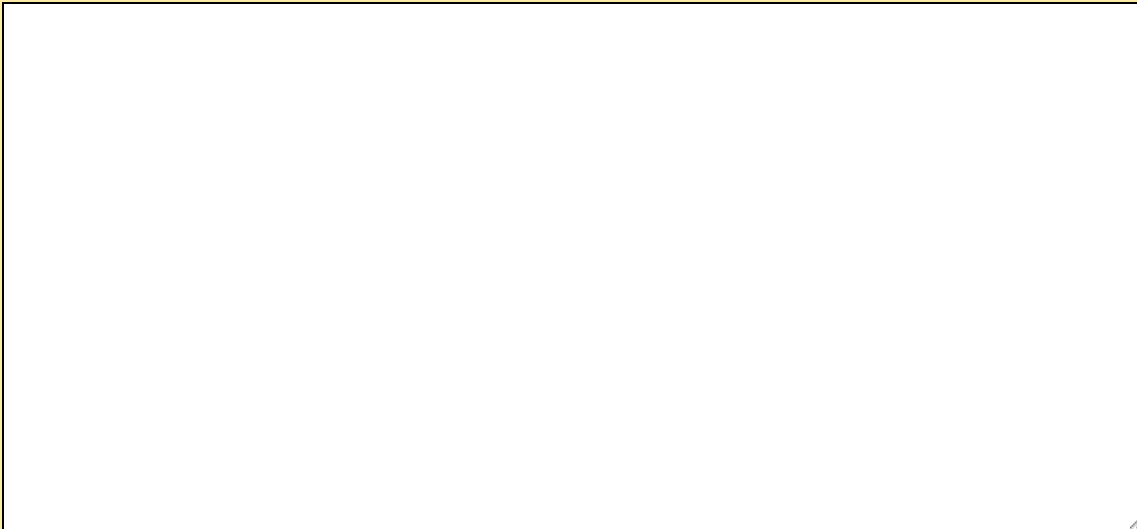
\* 20. Will your event have a long term impact for the audience/community you are hoping to reach?

A large, empty rectangular box with a thin black border, intended for the user to provide an answer to question 20. The box is positioned centrally below the question text.

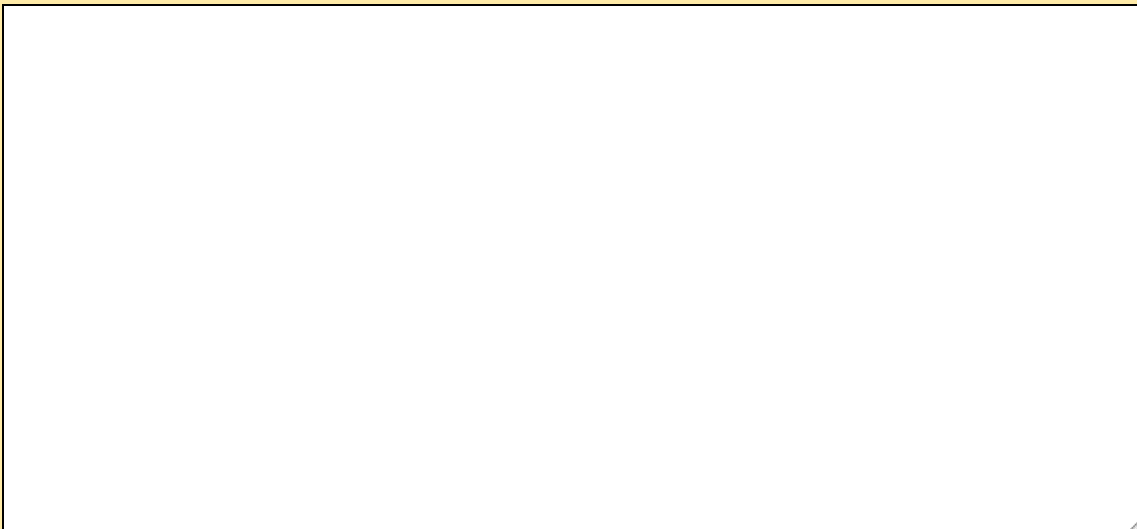
\* 21. Who is the author you're hoping to work with, why they suit the event you hope to programme and how you are planning to collaborate with them?

A large, empty rectangular box with a thin black border, intended for the user to provide an answer to question 21. The box is positioned centrally below the question text.

\* 22. How will you make your event accessible? For example is the building you will be hosting your event in accessible to all? Will your marketing be accessible to those you wish to target? Will ticket prices be accessible to those on a lower income?



\* 23. How will you promote your event?



\* 24. If you're planning on programming a digital event, which online platform will you use?

Zoom

Instagram

Skype

YouTube

Facebook

Teams

Twitter

Not applicable, I'm not planning a digital event

Other (please specify)

\* 25. Who will your target audience be?

Adults

Both

Children

Other (please specify)

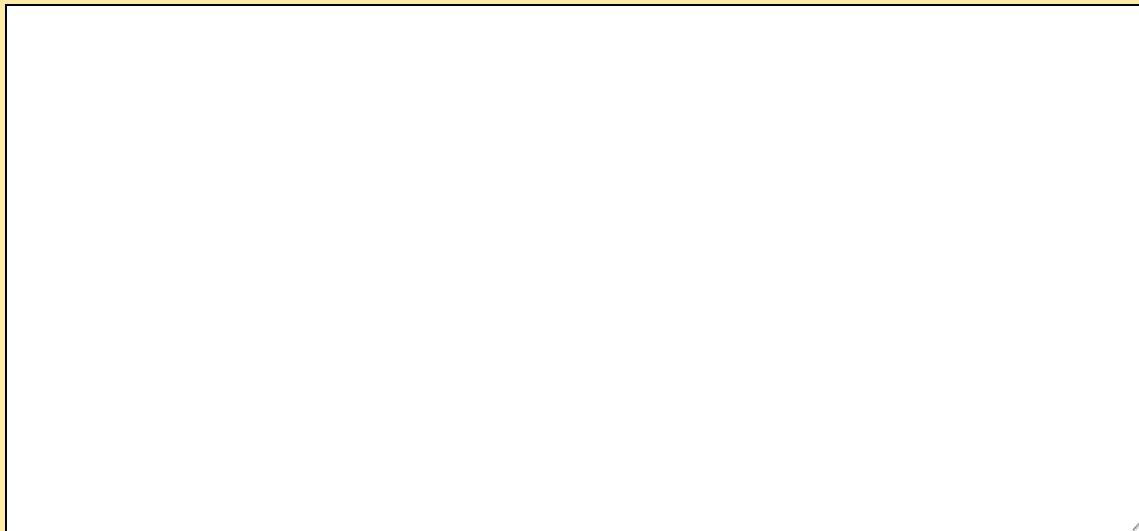
Other

\* 26. We have allocated additional accessibility budget to each £700 grant. This means if your application is successful £100 of the £700 should be used to help make your event more inclusive.

Maybe you would like to offer BSL for your event or, if it's pre-recorded, provide closed captions. You might want to transcribe the event for on-demand viewing or provide more support for audience travel costs. Whatever it is, we would like to give organisations the chance to offer their event to broader audiences.

Please use the box below to outline the services you would hope to use and their projected cost.

**Please note:** this fund has still to be confirmed. If we are unable to offer this funding, organisations will receive £600 to programme their events.



27. Have you applied for Book Week Scotland funding in the past?

- Yes
- No
- No, but I have been a Book Week Scotland partner in some capacity

\* 28. From time to time we ask our partners to participate in evaluative case studies after they have delivered their events.

If your applications is successful would you be interested in taking part in a case study?

- I'd love to!
- I'm not sure

\* 29. You don't have to be a funded partner to take part in Book Week Scotland.

If we are unable to fund your application, would you like information about how you can take part?

- Yes
- No

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### **What happens next?**

Thank you!

Please finish the survey by clicking the 'Submit Application' button below.

**We will be in touch to let you know if your application has been successful by Friday 27 June.**

Please note you can request a copy of your by ticking the check box below. Your responses will be available for 90 days.

If you have any questions about your application please contact a member of the team on

[bookweekscotland@scottishbooktrust.com](mailto:bookweekscotland@scottishbooktrust.com)