



Canada Council  
for the Arts    Conseil des arts  
du Canada

## Governor General’s Literary Awards 2019

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

The Canada Council is committed to equity and inclusion, and encourages applications and nominations from culturally diverse, Deaf, disability and official language minority artists, groups and organizations. The Canada Council recognizes and affirms the Aboriginal and treaty rights of the Indigenous peoples of this land and encourages applications and nominations from First Nations, Inuit and Métis individuals, groups, and organizations in all its programs. Measures are in place in all programs to support these commitments.

### Deadlines

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

**Books must reach the Canada Council for the Arts by the deadline date that corresponds with the publication date.** Late submissions, incomplete submissions, and nomination forms submitted by fax or email will not be accepted.

If these dates fall on a weekend or statutory holiday, the deadline moves to the next business day.

#### Deadlines for books published in English

- **15 March 2019:** for books published between 1 September 2018 and 28 February 2019
- **1 June 2019:** for books published between 1 March 2019 and 15 May 2019
- **1 August 2019:** for books published between 16 May 2019 and 30 September 2019. August and September books may be submitted as advance reading copies or bound proofs.

#### Deadlines for books published in French

- **15 March 2019:** for books published between 1 July 2018 and 28 February 2019
- **7 July 2019:** for books published between 1 March 2019 and 30 June 2019

Please consult the guidelines written in French or contact the program officer indicated below for further information regarding submission of books published in French.

### Further Information

#### Lori Knoll

Program Officer, Prizes  
Canada Council for the Arts  
150 Elgin Street, P.O. Box 1047  
Ottawa ON K1P 5V8  
lori.knoll@canadacouncil.ca  
1-800-263-5588 (toll-free) or 613-566-4414, ext. 5573  
TTY: 1-866-585-5559 / PRG8161E 01-19



## GUIDELINES

<p><b>Description of Awards</b></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, Young People’s Literature - Text, Young People’s Literature - Illustrated Books and Translation (from French to English).</p> <p><b>The award is for literary and artistic excellence; publishers should submit only books that they deem to be outstanding in these regards.</b></p>
<p><b>Eligibility of Publishers</b></p>	<p>Only eligible book publishers can submit titles for consideration. Publishers must:</p> <ul style="list-style-type: none"> <li>• publish books based on an editorial selection process</li> <li>• have at least four literary titles in print and be committed to a sustained trade book publishing program, consisting of titles by a variety of authors</li> <li>• pay royalties or financially compensate the author, illustrator or translator for any submitted title</li> <li>• use appropriate and effective means to market, distribute and create public awareness of their titles</li> <li>• meet basic professional standards of publishing.</li> </ul> <p>The publisher may publish a maximum of 25% each year of publications written, illustrated or translated 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 information that confirms they meet the criteria detailed above, a historical background, a catalogue of their published titles and a list of Canadian distributors.</p>
<p><b>Eligibility of Titles</b></p>	<ul style="list-style-type: none"> <li>• Books must be first Canadian or first foreign edition trade books.</li> <li>• Books must be written or translated by Canadian citizens or permanent residents of Canada as defined by Immigration, Refugees and Citizenship Canada. They do not need to be living in Canada. For the Illustrated Books category and for graphic novels, both the author and the illustrator must be Canadian citizens or permanent residents of Canada. For the Translation category, the original work must also be a Canadian-authored title.</li> <li>• English books must be published and available on the market between 1 September 2018 and 30 September 2019.</li> <li>• The main language of all books must be English.</li> <li>• All books must have an ISBN, be distributed in Canada and be available in Canadian bookstores.</li> <li>• All books must have a print run of at least 350 copies.</li> <li>• All books must have at least 48 pages between the covers, except for children’s illustrated books which must have a minimum of 24 printed pages.</li> <li>• All short stories, essays, poems and plays may have been previously published in magazines.</li> </ul> <p><b>The Canada Council reserves the right to ask the publisher for supplementary information to determine eligibility.</b></p>

<p><b>Eligibility of Titles (continued)</b></p>	<p>The <b>Young People’s Literature – Text</b> category recognizes the best book for children or young adults with few or no illustrations. Eligible works in the genres of fiction, literary non-fiction and poetry will be considered in this category. Illustrations should occupy less than 30% of the book’s space.</p> <p>The <b>Young People’s Literature – Illustrated Books</b> category recognizes the best illustrated book for children or young adults. Eligible illustrated books, including picture books, graphic novels and works of fiction, literary non-fiction and poetry will be considered in this category. Original illustrations should occupy at least 30% of the book’s space.</p> <p><b>Literary Non-fiction</b> is understood to be work that presents a text of personal reflection where the point of view and opinion of the author are evident. Books are written in a literary style and use narrative techniques.</p> <p><b>Graphic novels</b> intended for children or young adults may be submitted to the Young People’s Literature – Illustrated Books category. Graphic novels intended for adults may be submitted to the appropriate category (e.g. Fiction or Literary Non-fiction).</p> <p>An <b>eligible adaptation</b> 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.</p> <p><b>Restrictions</b></p> <ul style="list-style-type: none"> <li>• Each book may be submitted <b>to only one category</b>.</li> <li>• Books written and published in French and in English may be submitted <b>in only one</b> of the two languages.</li> <li>• Books in translation are not eligible in any category but Translation. Only books translated from French to English are eligible in the Translation category.</li> </ul> <p><b>Ineligible titles</b></p> <p>The following titles are ineligible:</p> <ul style="list-style-type: none"> <li>• books that were already submitted to the Governor General’s Literary Awards</li> <li>• works containing material that has previously been a finalist or winner of a Governor General’s Literary Award</li> <li>• books that do not contain new material. For the Illustrated Books category, books must include new text and new illustrations.</li> <li>• reprints or new format reprints of any kind</li> <li>• spiral bound books</li> <li>• self-published books</li> <li>• ghostwritten books</li> <li>• books for which the author, illustrator or translator contributed financially towards the publication costs</li> <li>• books by the current or former Governors General</li> </ul>
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<p><b>Eligibility of Titles (continued)</b></p>	<p><b>Ineligible titles (continued)</b></p> <ul style="list-style-type: none"> <li>• textbooks or instruction guides, academic, scholarly and other specialized publications, educational books, academic theses, conference proceedings, coffee-table books, how-to and self-help books, autobiographies and other books that focus on self-actualization or self-improvement, guide books, cookbooks, exhibition catalogues, film scripts, testimonials, journals, transcripts of interviews, collected letters, directories, reference books or bibliographies, trivia books, books of quotations, jokes, anecdotes or sayings, and books of minimal critical content</li> <li>• anthologies and collections of texts by more than one author (normally under the direction of an editor)</li> <li>• books whose author and/or illustrator or translator (depending on the category) was deceased at the time of publication</li> <li>• books submitted to the Young People’s Literature – Text category in which illustrations occupy a significant portion of the book (approximately 30% of the book’s space or more). These may be eligible in the Young People’s Literature – Illustrated Books category.</li> <li>• books submitted to the Young People’s Literature – Illustrated Books category in which there are few or no illustrations. These may be eligible in the Young People’s Literature – Text category.</li> <li>• books that have been translated from a language other than one of Canada’s two official languages.</li> </ul>
<p><b>Award Amount</b></p>	<p>The creator (author and/or illustrator or translator, depending on the category) of each winning book receives \$25,000. In addition, publishers of winning titles receive a \$3,000 grant for the promotion of the award-winning book.</p> <p>In each category, there are up to five finalists. Each non-winning finalist receives \$1,000.</p> <p>In the case of co-authors or co-translators for the same book, the award amount is split equally.</p> <p>For the Young People’s Literature – Illustrated Books category and for all graphic novels, \$25,000 for the winning book is split equally between the author and the illustrator. \$1,000 is split equally between the author and the illustrator for each of the non-winning finalist books. If there are co-authors, half of the amount is split equally between them. The same rule applies to co-illustrators.</p>
<p><b>Submission Procedure</b></p>	<p>Publishers must complete a separate Publisher’s Nomination Form for each title submitted to any of the categories and send the completed form with four copies of the book to the Canada Council for the Arts. For the Translation category only, the Canada Council also requires four copies of the original work in French. The Canada Council for the Arts will not return books and may donate them to an organization or initiative of its choosing.</p> <p><b>Advance reading copies or bound proofs</b></p> <p>Publishers may submit their August 2019 and September 2019 books in the form of advance reading copies or bound proofs. Four copies must be submitted.</p>

<p><b>Submission Procedure (continued)</b></p>	<p>All proof copies must be:</p> <ul style="list-style-type: none"> <li>• bound (no loose or stapled sheets will be accepted),</li> <li>• edited, and</li> <li>• complete. Bound proofs that do not contain the final acknowledgements, blurbs, indexes and other back matter will not be accepted.</li> </ul> <p>The final book jacket is not required.</p> <p>Publishers submitting proofs to the August deadline must also send four copies of the final book to the Canada Council for the Arts to arrive no later than 30 September.</p> <p><b>Electronic submissions in the Fiction and Literary Non-fiction categories</b></p> <p>Publishers who submit books in the Fiction and/or Literary Non-fiction categories may do so either in paper format or electronically.</p> <p>For paper submissions, publishers must follow the standard procedure mentioned above.</p> <p>For electronic submissions, publishers must send the book to the Canada Council on a USB key or CD only, in addition to one paper copy.</p> <p>For electronic submissions of advance reading copies to the 1 August deadline, publishers must submit only one paper copy and one electronic copy of the final book to arrive no later than 30 September.</p>
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## IMPORTANT INFORMATION

<p><b>Processing the Nomination</b></p>	<p><b>Nomination preparation</b>          You are responsible for providing all the information and support material requested. The Canada Council will make eligibility decisions based on the information provided.</p> <p>The Canada Council is not responsible for the loss or damage of material submitted in support of a nomination.</p> <p>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><b>Nomination confirmation</b>          Publishers are responsible for confirming the delivery and receipt of nominations. A list of eligible titles submitted to the peer assessment committees will be updated regularly on the Canada Council website at <a href="http://ggbooks.ca/past-winners-and-finalists/titles-submitted">ggbooks.ca/past-winners-and-finalists/titles-submitted</a>. Publishers are strongly encouraged to consult this list.</p> <p>Inquiries to confirm or contest nomination delivery will not be considered more than 10 business days after the final submission deadline.</p> <p><b>Response time</b>          The publishers and authors, illustrators or translators of the winning books will be notified of the results, approximately <b>three months</b> after the August deadline date. They must keep the results confidential until the date of the public announcement. The finalists and winners will be announced in the fall of 2019.</p>
<p><b>Selection Process</b></p>	<p><b>Selection Process</b>          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: Fiction, Literary Non-fiction, Poetry, Drama, Young People’s Literature - Text, Young People’s Literature - Illustrated Books and Translation (from French to English).</p> <p>The committees are composed of writers, illustrators, translators, critics and/or independent book professionals. Committee members will also be selected with consideration to fair representation of gender, generations, Indigenous peoples, and the cultural and regional diversity of Canada.</p> <p>For further information on this subject, please consult the Canada Council website at <a href="http://canadacouncil.ca">canadacouncil.ca</a>.</p> <p><b>Assessment Criteria</b>          The peer assessment committees examine the eligible books according to literary merit, and for the Illustrated Books category, both literary and artistic merit. In the Illustrated Books category, the committee evaluates the text and the illustrations and how well the two components complement one another. Decisions are based on the books in the competition; no consideration is given to the reputation or complete body of work of writers, illustrators or translators.</p> <p>Each peer assessment committee must select one winning title and up to 4 additional books as finalists.</p>

<p><b>Personal Information</b></p>	<p>The <i>Privacy Act</i> gives individuals the right to access and request correction of personal information about themselves. The Canada Council will protect personal information as required by the <i>Privacy Act</i>. 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 <i>Access to Information Act</i>.</p> <p>The Canada Council for the Arts may share personal information, such as contact and project information, from applications and awards with officials in other arts and cultural industry funding agencies and government institutions, on a confidential basis, to assist with research, reporting, program planning and evaluation, to provide networking or economic opportunities, or respond to federal “government reviews”. For more information, see our Privacy Notice on the Canada Council website at <a href="http://canadacouncil.ca/about/public-accountability/privacy-notice">canadacouncil.ca/about/public-accountability/privacy-notice</a>.</p>
<p><b>Award Terms and Conditions</b></p>	<p>Once the winners have been contacted, they must confirm acceptance of the award and agree to keep the results of the competition confidential until the Canada Council makes its official announcement.</p> <p>Winners and publishers of winning books cannot receive the award or grant money until all overdue final reports for Canada Council grants and prizes have been submitted and approved.</p> <p>The award winners must agree to allow their photographs and public information to be used for promotion of the award and in other Canada Council promotional initiatives. They are expected to participate in the award-related activities, such as media conferences, ceremonies, receptions and other related events.</p> <p>Publishers are required to provide to the Canada Council, at no cost, copies of finalist and winning titles for promotion and partnership purposes.</p> <p>The Canada Council for the Arts must be clearly acknowledged in any public announcements, advertising or publications related to books that are finalists or winners of a Governor General’s Literary Award.</p>

## Governor General's Literary Awards 2019

- Publishers must fill out **one form** for each title submitted and should **keep a copy**.
- Send **four copies** of each eligible title. For Translation, also send **four copies of the original work in French**.
- For electronic submissions to the Fiction and Literary Non-fiction categories, books may be sent on a USB key or CD only. **One paper copy** is also required.
- A list of titles submitted to the peer assessment committee will be posted regularly on the Canada Council's website.
- Publishers will be advised in writing of any ineligible submissions.
- For the Illustrated Books category and for all graphic novels, provide complete information for the author and the illustrator.

Name of publishing house:	Contact person for submissions:
Address of publishing house:	Website:
Telephone:	Email:
Name and title of editor/publisher:	
Distributor in Canada:	
Title of book:	
ISBN:	Publication date:
Category: <input type="checkbox"/> Fiction <input type="checkbox"/> Literary Non-fiction <input type="checkbox"/> Poetry <input type="checkbox"/> Drama <input type="checkbox"/> Translation <input type="checkbox"/> Young People's Literature – Text <input type="checkbox"/> Young People's Literature – Illustrated Books	
Name of Author, Illustrator or Translator:	
Home address of Author, Illustrator or Translator:	
Email address of Author, Illustrator or Translator:	
Telephone number of Author, Illustrator or Translator:	
Citizenship of Author, Illustrator or Translator:	

**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

### SUBMIT YOUR NOMINATION

**By mail:** Prizes, Canada Council for the Arts, 150 Elgin St., P.O. Box 1047, Ottawa ON K1P 5V8

**By courier:** Prizes, Canada Council for the Arts, 150 Elgin St., 2<sup>nd</sup> Floor, Ottawa ON K2P 1L4

### ELIGIBILITY (FOR CANADA COUNCIL USE ONLY)

The book indicated above is eligible.     The book indicated above is not eligible.

\_\_\_\_\_  
Program Officer, Prizes

\_\_\_\_\_  
Date