ELIGIBILITY CRITERIA

1. The applicant must be over 60 years of age or totally incapacitated for work by reason of illness or accident.
2. The applicant must have been a member of the Society of Authors for at least ten years (membership does not need to have been continuous).
3. The Committee must consider “not only the necessities of the applicant, but also the merit of his or her work; and all other matters being equal, long and continuous membership of the Society shall be considered a recommendation”.

HOW TO APPLY

Please complete the application form below and ensure that all sections of the form are complete. On page 4, please write your covering letter which briefly sets out the circumstances that have prompted the application.

This can be as long or as short as you feel is necessary to give the Committee a sense of your current situation and needs.

Please return this document to [grants@societyofauthors.org](mailto:grants@societyofauthors.org) or by post to:   
Robyn Law, P D James Memorial Fund, The Society of Authors, 24 Bedford Row, London WC1R 4EH.

PERSONAL DETAILS

|  |  |
| --- | --- |
| Name |  |
| Pen name |  |
| Postal address |  |
| Email address |  |
| Telephone number |  |
| In which country are you ordinarily resident? |  |
| Date of birth |  |
| SoA membership number |  |
| Do you live with a spouse/ partner? |  |
| Age and circumstances of children, if any; are they dependent on you? |  |
| Are any others dependent on you? If yes, please give details |  |
| What is the state of your health? |  |

FINANCIAL DETAILS

|  |  |  |
| --- | --- | --- |
| **LITERARY INCOME**  The amount received from **literary** earnings for each of the past three years (gross): | | |
| **YEAR** | **AMOUNT** | **SOURCE** |
|  |  |  |
|  |  |  |
|  |  |  |

|  |  |  |
| --- | --- | --- |
| **OTHER INCOME**  The amount received from **other sources** for each of the past three years and how it has been earnt (gross) including benefits, pension, other jobs: | | |
| **YEAR** | **AMOUNT** | **SOURCE** |
|  |  |  |
|  |  |  |
|  |  |  |

|  |  |  |
| --- | --- | --- |
| **SPOUSE/ PARTNER INCOME**  Your spouse/partner’s income for each of the past three years and how it has been derived (gross) including benefits, pension, other jobs: | | |
| **YEAR** | **AMOUNT** | **SOURCE** |
|  |  |  |
|  |  |  |
|  |  |  |

|  |  |
| --- | --- |
| **CAPITAL ASSETS** | |
| Net value of your primary residence if owner-occupier |  |
| Other property, shares, savings, valuables |  |
| **OUTGOINGS** | |
| Please give an outline of your annual rental or mortgage commitments |  |
| Please give an outline of your other annual expenses/financial commitments |  |
| Please give details of any outstanding debts |  |
| Have you ever received a grant from any literary or charitable fund? Please give details |  |

DETAILS OF YOUR LITERARY CAREER

|  |
| --- |
| Please give details of any awards or prizes you have won for your literary works |
|  |
| Please give details of any literary work on which you are engaged |
|  |
| Please give the name of your agent (if any) |
|  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Please enclose a CV or give details (where possible) of:**   * Books, plays or articles you have had published, with name of publishers and year of publication * Plays you have had performed, with the name of the theatre and year of production * Radio and television scripts with the name of the broadcasting organisation and year of broadcast  |  | | --- | |  | | | | | |
| Please give the name, address and telephone number of at least one referee | | | | |
|  | | | | |
|  | | | | |
| Signed |  | Date |  | |
| |  |  | | --- | --- | | Printed name |  |   By signing you declare all the information provided above to be true to the best of your knowledge.   |  | | --- | | How did you hear about this fund? | |  |   **Please include a covering letter on the next page.** | | | | |
| **COVERING LETTER**  *Please**briefly set out the circumstances that have prompted the application. This can be as long or as short as you feel is necessary to give the assessors a sense of your current situation and needs.* | | | |