

Pen to Print – The Book Challenge Mentoring

You will be expected to mentor one writer for a maximum of **10 hours** per month and will be paid the equivalent rate of **£40 per hour**. You will be required to keep a record of the number of hours spent with your Mentee.

In October 2026 you will receive copies of the submitted manuscripts to read and assess (Judging) for inclusion in the shortlist. We will then invite all the mentors to a moderation meeting on **Tuesday 1 December 2026** to discuss the submissions and select the shortlist of manuscripts to be mentored during 2027. This will be undertaken with a one-off fee of **£450**.

The mentoring period will start from **Monday 4 January 2027 and finish on 30 December 2027**. Hours can be spread throughout the whole of the mentoring period but must not exceed the total allocated hours (**120 hours**). Any additional hours spent working with your mentee above this specified number of hours is at your own discretion and must be on an unpaid basis.

Mentoring can take place via online platforms, telephone calls, emails or other forms of communication as agreed with your allocated Mentee. The contact details of your Mentee will be sent to you as soon as we have their signed agreement. You will be expected to contact them directly to agree with them how you are going to proceed. You will be expected to set out with your Mentee what you will be working on together to get the manuscript completed ready for publication.

Pen to Print will be advising the Mentee that you will be contacting them once they have completed an agreement. If you need to arrange to meet at either Barking Learning Centre or Dagenham Library or any other Barking & Dagenham library venue and require a private space to meet, you will need to advise us of the dates and times of meetings, with as much notice as possible, so we can book a suitable room for you to work in. This will of course be subject to a room being available for the date and time you require.

Payment of fees:

The selection (Judging) fee **£450** will be due on or after **2 December 2026**. Mentoring fees will be paid in two installments of **£2,400**. The first on or after **1 June 2027** with the remainder of the fee, **£2,400** to be invoiced once the mentoring period has finished on **Wednesday 30 December 2027**. You are requested to submit the relevant completed record of the hours you have worked when you invoice us. If you would like a different payment schedule, we will be able to negotiate an alternative frequency. Pen to Print can pay reasonable expenses incurred but they **must** be agreed with us in advance of purchase. You will be required to provide proof of purchase with your invoice.

List of key dates:

Friday 2 October 2026 to Friday 20 November 2026 Shortlisting of manuscripts (Judging).

Tuesday 1 December 2024: Confirm your Mentee at the Moderation Meeting.

Monday 4 January 2027: Start of The Book Challenge mentoring.

Thursday 22 July 2027, 7pm: Pen to Print Awards Evening - The Book Challenge 2027/28 Shortlist announcement.

Wednesday 30 December 2027: End of mentoring period and submission deadline.

July 2028: The Book Challenge Winner announced at The Pen to Print Awards.

If you have any questions please email: pentoprint@lbbd.gov.uk