Practical Action Publishing

New Book Proposal Form

*Please answer the following questions as clearly as you can. This form will be used to make a preliminary decision about Practical Action Publishing’s interest in your proposed publication.*

Date of proposal:

Name and contact detail of the author/editor:

*If different:* Name and contact details of the person proposing publication and organization supporting publication, if any.

**Book details**

1. Proposed title and subtitle of the publication
2. Is this a new publication, a reprint, a translation, or an adaptation of an earlier publication?
3. Please provide a short summary of the proposed book and a brief outline of each chapter. If this is a new edition, which chapters are new material, and what level of alterations will apply to existing chapters?
4. Has the publication already been written? If not, please provide an outline schedule.
5. Please estimate the length in number of words for this book
6. Is the book likely to include any line drawings/images/graphics? If so, please estimate how many.
7. Indicate the level of the content: e.g. field guide, extension materials, guidebook, resource manual, reference guide, research monograph

**Author/editor details**

1. Please provide a summary CV of primary author/editor (append) and current institutional affiliation, if any. Please make reference to any previous publications.
2. If there are additional authors, please give their names and their locations (for example, sub-Saharan Africa, Europe).

**Audience/market**

1. State the primary target reader/user group(s) and how they will benefit from the publication.
2. Are there other publications on this topic? If so, how does this publication differ from them?
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**Additional information**

1. Are you seeking (or have you obtained) financial or other support for this publication? If so, please indicate who, and the level and type of support.
2. If available, please provide one or two sample chapters.

Please complete and return to: **Jutta Mackwell, Commissioning Editor (****jutta.mackwell@practicalaction.org.uk****)**