

**Practical Action Publishing New Book Publication Proposal Form**

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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:

1. Name and contact details of the person proposing publication and organization supporting publication, if any.
2. Name and contact details of the author/editor (if different).
3. Proposed title and subtitle of publication.
4. Is this a new publication, a reprint, a translation, or an adaptation of an earlier publication?
5. Please provide a summary CV of primary author/editor (append) and current institutional affiliation, if any. Please make reference to any previous publications.
6. If there are additional authors, please indicate the approximate number of authors and their locations (for example, sub-Saharan Africa, Europe).
7. Has the publication already been written? If not, please provide an outline schedule.
8. Please provide an outline of the contents, including a brief summary of each chapter, or the full manuscript if available electronically. If this is a new edition, which chapters are new material, and what level of alterations will apply to existing chapters?
9. Please estimate the length in number of words for this book.
10. Indicate the level of the content: e.g. field guide, extension materials, guidebook, resource manual, reference guide, research monograph
11. State the primary target reader/user group(s) and how they will benefit from the publication.
12. Are there other publications on this topic? If so, how does this publication differ from them?
13. Will you also require copies to be distributed through your own networks? If so, please indicate your intended routes to readers, the approximate geographical distribution, and the approximate quantity that you would expect to distribute.
14. 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.

Please complete and return to:

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