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**WRITING PLACE mentorship program 2022 terms & conditions**

1. Deadline

Applications for the 2022 WRITING PLACE mentorship program (“**program**”) close at 5pm (Australian Eastern Standard Time) on 28 July 2022. Late applications will not be considered. Applications must:

* if sent by email, to [WritingPlace@artsaccessaustralia.org](mailto:WritingPlace@artsaccessaustralia.org), be **received before** this deadline
* if sent by mail, to PO Box 3240 ROBERTSON NSW 2577, be **received before** the deadline. It is the applicant’s responsibility to ensure that any entry is posted in sufficient time to be received by the deadline.

1. Eligibility

Applicants must:

1. identify as person with disability, or who is D/deaf
2. identify as a writer
3. be over the age of 18
4. reside in Australia, and
5. be an Ordinary Member of Arts Access Australia.
6. Participant selection

Arts Access Australia (**AAA**) may select up to eight applicants who best meets the selection criteria, and who AAA considers will derive the greatest benefit from participation in the program, based on the person’s skills, experience and responses provided in the application form. AAA reserves the right not to make any selection.

1. Application

An application must include all the information and documents that are stated in the application form as required. However, you can provide your application in any format (for example, an audio file) that you consider most appropriate for your needs, PROVIDED that your application includes all the information required, complies with stated word limits, and all additional material is in an accessible format. Any application submitted without the required documents and information will not be considered.

1. Mentors

AAA will use its reasonable endeavours to match each participant with a mentor that AAA believes (based on the application) will provide the best opportunity for the participant’s professional development and matches the participant’s stated objectives. However, AAA cannot guarantee that each participant will be matched with a mentor that meets any of the participant’s stated preferences. Each participant agrees to work co-operatively, and genuinely engage with, in good faith, the assigned mentor for the duration of the program. If reasonably required by the mentor, the participant must enter into a written mentoring agreement with the mentor.

1. Availability

All applicants must be available to participate in the program between 18 August and 30 September 2022, including attendance (online) at each of the professional development workshops on 31 August, 15 September and 30 September 2022. Participants are also strongly encouraged to attend MEETING PLACE 2022 (online or in person, in Melbourne) on 6 to 8 October 2022.

1. Confidentiality

All applications are confidential (except for the successful applicants).

### Reporting

Each participant must provide a summary of the recipient’s experience, the professional development activities undertaken, and the personal and professional benefits derived from the program to AAA by no later than 31 October 2022. It is up to each participant to determine the format and content of this summary, that will, in the opinion of the participant, provide the most useful information to AAA of the experience. AAA may publish or otherwise promote that summary as it sees fit, in its discretion.

1. Communications requirements

Prior to the public announcement by AAA of the participants in the program, participants must not make any public statement or other communication about participating in the program without the prior written consent of AAA.

AAA grants to each participant a non-exclusive, royalty free right to use the AAA name and logo and “WRITING PLACE mentorship program 2022” in connection with the marketing or promotion of the participant, the participant’s professional development or the program.

Each participant agrees to be reasonably available for interviews and other marketing or promotional activities in connection with the program, as requested by AAA.

1. Access requirements

AAA will make reasonable endeavours to meet any access requirements for each participant’s participation in the program, in consultation with each individual. Applicants must clearly state access needs in the application.

1. Other

Board members and employees of and contractors to AAA are **NOT ELIGIBLE** to apply for the program.

These terms and conditions may be amended, deleted or added to from time to time at AAA’s discretion and these will be published on the AAA website in a timely manner.