



## The Virginia Writers Club

*Fostering the art, craft, business, and advocacy of the literary arts throughout the Commonwealth.*

## Editorial Guidelines Virginia Writers Club publications

**Mission:** It is the intent of Virginia Writers Club (VWC) to celebrate the talent of its members through three annual publications or literary journals. Journals are a benefit of membership. They provide members an opportunity to share their writing and design talents with fellow members of the VWC. They build the VWC community. The VWC is an organization of writers, established and emerging.

**General path to publication:** Submissions are accepted from any member of the VWC community. Members are generally affiliated with a local chapter. The process flows through the local chapter and **concurrently** through the editorial board of the VWC. This two-tier process provides the editors first with a tracking system, and second assurance that member work is acknowledged. Chapters will review work and suggest revision if needed. Chapter representatives will forward submissions to the editorial board to include in a journal. The exception to this is the VWC Golden Nib contest, which is well-established and has its own guidelines. Work submitted to VWC Golden Nib will be forwarded to the editors as well for tracking and placement. Members without a local club affiliation or members of a club that cannot process submissions may submit entries directly to the editorial board. All such submissions will first be reviewed by a board-appointed editor who will perform actions like local chapters. Following this review, the editorial board will include these submissions in the Nib journal. Please note, the April & July journals are not contests. The Golden Nib is a contest.

Please include a cover page (below) with title, chapter (or note “Unaffiliated” (without a chapter) and contact information on all submissions.

**Publication calendar:** Journals are printed three times a year, beginning in 2021.

April 1, 2021 Spring release (received by March 15)

July 1, 2021 Summer release (received by June 15)

November 1, 2021 Golden Nib release. Publication of this journal is contingent on VWC Golden Nib contest judges determining awards. Chapters will forward 1<sup>st</sup>, 2<sup>nd</sup>, & 3<sup>rd</sup> place winners to the editorial board. Chapters submit 1<sup>st</sup> place winners to the state contest. This gives recognition to all winners through the publication.

Because of production requirements, members are encouraged to submit to the April and July edition in February. The editors will assign the submission to one of these journals or both. Unless the member does not have an active chapter affiliation, do not submit Golden Nib work. That work follows chapter guidelines. If members do not have a chapter affiliation or a local contest, they should query the Editorial Board for help. There will be periodic calls for submissions. Acceptance closes two weeks prior to publication. Early is obviously better.

**Format guidelines:** Use New Times Roman, 12-point font. The April and July journals accept work in three genres: poetry, fiction, and nonfiction. For fiction and nonfiction up to 5,000 words. For poetry, up to six pieces, not to exceed six pages. Please refer to VWC website for Golden Nib guidelines. All members who place 1<sup>st</sup> at the chapter level will be included in the November journal. Members may submit in multiple genres.

Editors at the chapter level and state level will review all submissions for standard writing conformity using *The Chicago Manual or Style* or the *Associated Press Stylebook: 2020-2022 Manual*.

**Writing standards:** Writers are aware of the formality of writing. VWC is a general membership organization. Authors must adhere to content sensibilities including graphic violence, explicit sexual content, and language that risks offending members. Editors will assist writers in meeting these requirements. Nonfiction may include references to source material. Authors must include footnotes showing the source of all facts (paraphrased) and direct quotes. Footnote guidelines are available on request, but the Purdue University Online Writing Laboratory is a standard resource.

**Copyright and Distribution:** The journals are a benefit of membership. They will be mailed to each member at printing. Creators keep all publication rights. VWC will not reuse an author's work without permission. Editors will exert every effort to get this permission. An example may be a future anthology. Additionally, the Golden Nib winners are published on the VWC website.

**Illustrations:** Journals are illustrated. This is done to eliminate excessive white space (usually half a page or more) and to lend visual interest to the journal. Authors may provide their own illustrations. All illustrations must adhere to copyright restrictions. If an author provides an illustration following a request from the editors, the author must also provide copyright information for this illustration, including personal photos.

**Compensation:** Aside from monetary awards provided to the winners of Golden Nib contests, the VWC does not provide monetary awards. The journals serve members with an audience for their work. The journals will include reference to books published by contributors. Golden Nib authors may opt out of the print version.

On behalf of the 2021 Editorial Board,



*Marco Faust, Jim Reynolds, Tiffany Butler, and John Nicolay*

Submission Cover Page (fillable PDF—save file using your name as file name)

Use this form for submissions, use one for the Spring edition and another for the Summer Edition. You can submit to both. Check applicable box. Please submit early. Check issue one or both. Golden Nib is handled by chapters. If you are not affiliated with a chapter, let us know. This is important: Your submission must have your name and chapter (or VWC) in the header. Authors will proof their submissions before printing.

- April 1, 2021 Spring release closes March 15, 2021
- July 1, 2021 Summer release closes June 15, 2021
- I need affiliation to submit my Golden Nib entries

Your name

Your chapter (or enter none if unaffiliated)

Email one copy of your work with this cover to your chapter representative. Copy the editorial board on your submission. This information is used for planning and layout.

For April & July, Fiction/nonfiction ~5,000 words; poetry, no more than six pages.

Appalachian Authors Guild Victoria Fletcher **[vfletcher56@gmail.com](mailto:vfletcher56@gmail.com)**

Blue Ridge John Nicolay **[nicolay0211@gmail.com](mailto:nicolay0211@gmail.com)**

Hampton Roads Dennis Bounds **[jdb@jdennisbounds.com](mailto:jdb@jdennisbounds.com)**

Hanover Marco Faust **[marcofaust@chronodex.com](mailto:marcofaust@chronodex.com)**

Valley Writers Jim Reynolds **[james.reynolds1093@gmail.com](mailto:james.reynolds1093@gmail.com)**

Write By the Rails Katherine Gotthardt **[poetry@allthingswritingllc.com](mailto:poetry@allthingswritingllc.com)**

Northern Virginia Writers Club Dianne King **[tuckking@aol.com](mailto:tuckking@aol.com)**

Chesapeake Bay Sarah Collins Honenberger **[editmore2@hotmail.com](mailto:editmore2@hotmail.com)**

Richmond Send to the Publication Editors **[VWCjournal@gmail.com](mailto:VWCjournal@gmail.com)**

Riverside Writers Andrea Reed **[andreareed@verizon.net](mailto:andreareed@verizon.net)**

And

Editors, VWC Publications use **[VWCjournal@gmail.com](mailto:VWCjournal@gmail.com)** for submission & correspondence

Twitter **[@VWCjournal](#)** (join us)

Cover Page, one for each submission in the April/July journals.

Your name

Address

Email

Phone

Title(s) of Submission (numbers are for poetry)

1.

2.

3.

4.

5.

6.

Poetry

Fiction

Nonfiction

You can submit one time for the April & July issues, i.e, two fiction, two nonfiction, twelve poems (or less) Limitations on journal pages may limit the number of poems printed.

Your submission must have name of submission and the author's name as it should appear in print.

Authors retain all rights to their work. By submitting your work, you agree to a one time use of your work in print. All work will be reviewed by our editors, but authors will receive a galley for review. Illustrations may be used. Editors will work with authors to achieve an appropriate representation. All members receive a complimentary copy of the VWC journals.