

# Request for Proposals

The D.A. General Service Board's Literature Services Committee is requesting proposals for spiritually-inspired, experienced writers to create the Fellowship's **Basic Text** and/or **Step Study Guide**

## Each author must be:

- A current, recovering, non-debting member of D.A. with a minimum of three years of not incurring unsecured debt in the Debtors Anonymous program
- Actively working the Twelve Steps of Debtors Anonymous
- An experienced writer with demonstrated ability to deliver a substantial book-length manuscript
- Willing to complete this project as a work for hire, to assign all rights to the work to Debtors Anonymous and to maintain anonymity with regard to authorship.

## **Basic Text:**

**Primary Audience:** Members of Debtors Anonymous

**Approach:** Practical, accessible, concrete

**Tone/style:** Clear, straightforward, inspirational, and friendly

**Length of completed manuscript:** Approximately 100 pages at 250-300 words per page (book length, 25,000-30,000 words total)

### **Suggested Format for *Basic Text* of Debtors**

**Anonymous:** Writer will receive a detailed outline for guidance

## **Timeline and Deliverables:**

**A sample of work in progress** (a minimum of two chapters): 60 days from signing (2 months)

**First draft:** 180 days from signing (6 months)

**Second draft of book:** 90-120 days after receipt of final comments (3-4 months)

(Comments will be sent back to author on an on-going basis.)

**Total:** maximum 12-16 months from signing agreement

## **Step Study Guide:**

**Primary Audience:** Members of Debtors Anonymous and Business Debtors Anonymous

**Approach:** Practical, accessible, concrete

**Tone/style:** Clear, straightforward, inspirational, and friendly

**Length:** One to four pages per each Step for D.A. and BDA

### **Suggested Format for *Step Study Guide* of Debtors**

**Anonymous:** Writer will receive a detailed outline, which will include sections specific to both Debtors Anonymous and Business Debtors Anonymous

## **Timeline and Deliverables:**

**A sample of work in progress** (a minimum of two Steps): 60 days from signing (2 months)

**First draft:** 120 days from signing (4 months)

**Second draft of *Step Study Guide*:** 90-120 days after receipt of final comments (3-4 months)

(Comments will be sent back to author on an on-going basis.)

**Total:** maximum 12-14 months from signing agreement

The aim is to submit the second draft of each book to the Literature Committee at the **August 2019** World Service Conference.

# Proposal:

Please submit the following electronically:

- 1.) Your résumé
- 2.) A personal essay of no more than 1000 words, written in the style you would bring to the Debtors Anonymous **Basic Text** or **Step Study Guide** project, which includes:
  - your passion and/or vision for the **Basic Text** OR **Step Study Guide** and your recovery in Debtors Anonymous
  - your personal experience in Debtors Anonymous and, if relevant, Business Debtors Anonymous
  - the length of time since your last unsecured debt and your understanding of unsecured debt
  - highlights of your Debtors Anonymous recovery
  - your experience working the Steps and Traditions
- 3.) A short Debtors Anonymous writing sample of three to five paragraphs on one of the following:

Debting – A Progressive Disease

  1. What are the consequences of debting, in terms of debting being a progressive disease?  
OR
  2. Understanding debting through the Twelve Step disease model of addiction.
- 4.) A bid for your work with a proposal of your terms and conditions
- 5.) Two professional references (your anonymity will be protected) and, if possible, an additional reference from a Debtors Anonymous member.

This Request for Proposals will be used as a guide when evaluating all proposals. Bid amounts will not necessarily be considered when selecting a writer. Literature Services will not provide feedback on individual proposals. Materials cannot be returned and become the property of Debtors Anonymous General Service Board.

**All materials should be e-mailed no later than MAY 15, 2018**

Please send **Basic Text** proposals to:

[basictext@debtorsanonymous.org](mailto:basictext@debtorsanonymous.org)

If you have any questions, please contact:

[basictext@debtorsanonymous.org](mailto:basictext@debtorsanonymous.org)

Please send **Step Study Guide** proposals to:

[stepstudyguide@debtorsanonymous.org](mailto:stepstudyguide@debtorsanonymous.org)

If you have any questions, please contact:

[stepstudyguide@debtorsanonymous.org](mailto:stepstudyguide@debtorsanonymous.org)

*NOTE: If you choose to submit proposals to both writing projects, you **may** submit identical résumés, writing samples, and references to each. The personal essays must distinctively address your vision for each project, however the essays can contain identical sections. The bids must be unique to each project.*