

Pen to Print Writing for Performance – Invitation to Quote

Pen to Print is Barking & Dagenham's Arts Council England (ACE), Library National Portfolio Organisation (NPO).

Established by the library service the Pen to Print programme has been working in Barking & Dagenham since 2014 funded by Barking & Dagenham and Arts Council England. Becoming an NPO in 2018, we have just commenced our second period of NPO funding. As part of the library offer in our Community Hubs, Pen to Print is an established network of free writer support.

Offering advice guidance and collaboration with authors of all backgrounds and experience our priorities are writers from communities currently underrepresented in the wider publishing industry. Having established a regional network of writers we now reach audiences both nationally and internationally. To support this ambition, we offer a multi-faceted free programme of activities, events, classes and workshops.

Applications are for delivery of the Pen to Print Regular Playwriting Class programme for 2025 to 2026 running from September 2025 to July 2026.

We are seeking applications for delivery of these classes along with a proposed programme of content to be delivered, content should feature the fundamentals of writing scripts for TV, Film and Theatre, and should include the learning outcomes for each session.

Each session should be 90 minutes long with one held each month between September and July 11 In total.

Sessions will be delivered in a Hybrid format with the class lead in the location for the in-person class, which will be shared simultaneously online via *Microsoft Teams*, supported by the Pen to Print Team. This will also involve the use of *Google Classroom* to share any relevant supporting information, notes and any written assignments with participants. The in-person sessions should be delivered at Barking Learning Centre on a Saturday.

This programme is to be delivered for **£3,300**.

In your submission could you also include C.V. of your experience and any additional relevant information, e.g., a current Disclosure & Barring Service (DBS) certificate.

You should also include details of 2 referees.

Applications are to be submitted by: Midday on Thursday 31 July 2025. Applications should be emailed to: pentoprint@lbbd.gov.uk with the Subject line **Playwriting Class Quotation.**

We may choose to interview prospective applicants, this will be undertaken on w/c **11 August 2025**.

We welcome quotations from any UK based creatives but particularly encourage those who are Black, Asian or from other ethnic minority backgrounds and / or lower socio-economic backgrounds, LGBTQ+, disabled or neurodivergent.

Any enquires should be directed to:

Lena Smith, Library NPO Project Manager

Website: pentoprint.org Email: lena.smith@lbbd.gov.uk

Phone: 020 8227 5063.

Address: LBBB - Pen to Print, Dagenham Library, 1 Church Elm Lane, Dagenham, RM10 9QS