Consultant will provide consultation and submission services for **SCIENCE AS A SUPER POWER: My Lifelong Fight Against Disease and the Heroes who Made it Possible**. Consultant will research 8-10 target publishers who accept non-agented submissions and specialize in content related to the book. Consultant will produce a query letter (a note which pitches the project and offers some biographical content), a synopsis (not all publishers ask for this, but many do), and use an organized email system to submit to publishers and track submissions. Consultant will also manage and coordinate any book-related correspondences with publishers.

Given the projected two-month submission window (details below in Timeline section), if we do not have any solidified publisher interest after the first month, consultant may commence a second tier consultation/submission period wherein consultant will procure another round of 8-10 publisher submissions.

Note: If submission yields publisher interest and further editorial work is requested from publisher, Consultant will require a separate agreement for continued editorial engagement.

**Scope of Work**

* Consultant will produce an original query letter (and share it with the ACCESS Health team for feedback, and make changes accordingly)
* Consultant will produce an original synopsis (and share it with the ACCESS Health team for feedback, and make changes accordingly
* Consultant will perform detailed research into best-fit publishers and share an initial submission list of 8-10 publishers with the ACCESS Health team. At the end of the first submission month, if needed, Consultantmay engage in in a second tier research and outreach.
* Consultant will use a separate ACCESS Health email address ([molly.zakoor@accessh.org](mailto:molly.zakoor@accessh.org)), specifically for SCIENCE AS A SUPERPOWER submissions; within email system, Consultant will devise organized method for tracking publisher responses, check-in dates, and submission note
* Throughout the consultation/submission periods, Consultant will submit progress reports and updates as needed and remain available for discussion

Timeline

Consultant will begin this process after the final draft has been delivered and accepted, anticipated date 2/1/2021. The query and synopsis should take roughly three weeks, after which Consultant will begin research and submissions. Anticipated submission start date will be 2/22/2021. Because response time varies, we can expect this first round of submissions to 8-10 publishers to extend at least one month and possibly 2 months (2/22/2021-4/22/2021); after one month has passed, if needed, Consultant will begin second tier research and outreach to publishers, as stated above.

**Compensation**

The Consultant will be paid a total amount of USD 5,625 (Inclusive of all indirect taxes). The payment will be released only on the completion of deliverable and by providing the invoice. Any revision to the compensation above will be after due mutual discussion and written intimation.

**Payment Terms**

* 1/3 ($1,875) due on signature of Consultant Agreement, to signify commencement of new phase of work; Consultant has requested that this payment be non-refundable and expedited as it correlates with initial stage of the submission process.
* 1/3 ($1,875) due upon delivery and acceptance of Query & Synopsis \**a 10% bonus will be awarded to the Consultant for completing this work one week or more prior to the expected deadline of 2/19/2021 (assuming manuscript completion by 2/1/2021)*
* 1/3 ($1,875) due upon completion of consultation/submission period to first round of publishers (tentatively 4/22/2021) or upon publisher acquisition (whichever arrives first) \**a 10% bonus will be awarded to the Consultant for securing an offer of publication one week or more prior to the end of the first month of submissions*

Should Consultant be engaged for a second tier consultation/submission period, an additional $1,875 will be due upon commencement of new round of research/outreach (anticipated 3/22/2021).

**Term**

This engagement shall commence upon execution of this Agreement. The Agreement shall continue in full force and is effect from **February 1, 2021** to **April 22, 2021** and is extendable based on the review of Consultant’s performance by the Foundation and mutual concurrence on revised terms of engagement.