

# Ancient Faith Publishing

## Manuscript Submission Guidelines

Thank you for considering Ancient Faith Publishing for your manuscript. We are a growing company with a small editorial staff, so we request that you review these guidelines thoroughly and follow them carefully. Our goal is to evaluate your submission as quickly and objectively as possible.

### Mission

We publish only books by and for Orthodox Christians, and we are looking only for submissions that enhance our mission:

***Ancient Faith Ministries exists to carry out the Great Commission of Jesus Christ through accessible and excellently crafted publications and creative media that educate, edify, and evangelize, leading to a living experience of God through His Holy Orthodox Church.***

### Important Notes for All Prospective Authors

Ancient Faith Publishing will not accept queries, proposals, or manuscripts generated by artificial intelligence.

If your book contains extensive quotations from another author's copyrighted work that require permission for use (more than 500 words), it is your responsibility to obtain the necessary license from the publisher of the quoted work (or author, if not published by a publisher) and to pay any associated fees. This applies also to translations that are under copyright even if the source work is in the public domain. This requirement is standard practice in the publishing industry.

If you are a new convert to Orthodox Christianity, please wait to acquire some years of experience in the Faith before submitting a manuscript. In 1 Timothy 3:6, St. Paul warns against ordaining recent converts for their own sakes, but he goes on to explain that a waiting period is also for the sake of the whole Church. While Ancient Faith Ministries does not ordain anyone, publishing is part of the teaching ministry of the Church, and so we encourage the newly Orthodox to take the time to mature in the life of the Church before submitting a manuscript.

### Books for Adults

## What We're Looking For

We are particularly interested in books about Orthodox spirituality that are suitable for laypeople; books on prayer, worship, and the church year; and books that address how to live out our Orthodox Faith in contemporary life.

As a general rule, we are not interested in collections of homilies or essays or in academic works. We are also unlikely to consider works of theology or biblical commentary by authors without the qualifications and/or proper credentials to write on these subjects, nor are we likely to consider works that focus heavily on an author's personal story (memoir). Books of this type are not usually of interest to our audience unless the author is very famous.

Please note that we are **NOT** a publisher of liturgical texts, i.e., works used in the conduct of church services. While we are unable to consider anything falling into this category, we may consider collections of prayers and other readings intended strictly for personal, devotional purposes.

We are open to translations, but before querying, the translator should first ascertain whether English-language rights to a title are available and obtainable. (It is not necessary to obtain translation rights; that is the responsibility of the publisher.)

## Books We Are Unlikely to Consider

Fiction: Ancient Faith Publishing is not reviewing proposals for adult fiction books at the present time. This category includes fictionalized lives of saints. However, straight biography/hagiography falls under the category of nonfiction and will be considered.

Material that is available free elsewhere: We do not publish material that has previously appeared online or been distributed free in any format unless that format is affiliated with Ancient Faith Ministries (e.g., an AFM blog or podcast).

Self-published books: We are, unfortunately, unable to consider republishing, reprinting, or distributing books that authors have already self-published. We encourage Orthodox authors to consider submitting their manuscripts to us before making the decision to self-publish.

"Crossover" books for the Christian market: Most of our readers are Orthodox (or working to become so) and are primarily interested in Orthodox materials. Many books on the market address Christian themes and have wide appeal in Protestant and Catholic circles, but comparatively few books draw on the immense wealth of our Orthodox Faith. This is the segment of the Christian book market in which we operate most effectively.

## Logistics for All Adult Queries

We accept only email submissions. We will not accept, return, or respond to manuscripts, proposals, or queries sent by fax or regular mail.

We usually respond to queries within one to two weeks. Full proposals, if requested, will be considered by our editorial and marketing team, and we usually respond within eight weeks. Please do not communicate with us in the meantime to ask about progress.

All proposals are subject to multiple levels of review within Ancient Faith Publishing, including a theological review by a priest. Some proposals, depending on subject matter, may be submitted to one or more experts in the relevant field prior to acceptance. In such cases, we may request that a full manuscript be submitted before we decide in favor of publishing it. If you are uncertain if your proposal would pass this level of scrutiny, please consider consulting with your priest before submitting.

### Submission Procedures for Adult Books

Step 1. Please send first a brief (one-page) query letter describing your book and its compatibility with our mission. Include your qualifications for writing the book (preferably a resume or CV), the projected word count, and your schedule for completing the manuscript. Send this brief query in the body of the email.

**Please also submit (as an email attachment) a letter from your priest or confessor confirming that you are a member in good standing of your parish, are free of scandal, and have a blessing to write on the selected topic. If you are a member of the clergy, this letter should come from your bishop.**

Step 2. If we are interested in seeing more, we will request a professionally prepared book proposal, formatted according to the instructions below. Please include the Elements of a Nonfiction Book Proposal, then combine all the information in a single Word document and send as an email attachment, with a brief cover letter in the body of the email. Include the words "AFP Submission," along with your surname and the title of the book in the filename of your attachment. **While a full manuscript is not required, we do reserve the right to request a full manuscript before making a final decision to publish.**

### Formatting for Adult Book Proposals

- All materials should be in 12-point standard serif font (e.g., Times, Minion, Georgia, or Cambria) with 1 to 1-1/2-inch margins. All submissions must be in Microsoft Word (.doc or .docx) or RTF format. Please do not send PDFs.
- Queries and the descriptive sections of proposals may be single-spaced, with space between paragraphs and clear section headings.
- Sample chapters must be double-spaced. Each chapter should begin on a new page.
- Use the standard half-inch indentation at the beginning of each paragraph. Do not add an extra line space between paragraphs.

- Use the Page Break tool rather than extra returns to begin a new page.

## Elements of a Nonfiction Book Proposal for Adult Books

- **Description:** In one or two paragraphs, describe the book, including its rationale, scope, projected word (not page) count, illustrations, tables, etc. Include here when you expect the manuscript to be completed.
- **Audience:** Describe the projected audience for the book. List any similar titles currently available and explain how your book is unique.
- **Marketing:** Describe your “platform,” if any—speaking engagements, podcast, blog, etc.—and what you will do to help promote your book.
- **Contents:** Include the complete Table of Contents, with a one-paragraph description of each chapter.
- **Sample Material:** Include the introduction, if any, and the first two or three chapters (no more than 50–60 pages altogether).

Again, full adherence to these guidelines is necessary for us to properly evaluate your submission.

## Books for Children and Young Adults

### What We’re Looking For

We are interested in board book, picture book, chapter book, and young adult fiction and nonfiction manuscripts. We are interested in high-quality novels and novellas for young adults and middle-grade readers.

Subject areas may include aspects of church life or history, lives of saints, prayer books, Bible stories, and fictional stories that show God at work in children’s lives. All these stories should contain an Orthodox flavor, reflecting our particular traditions and worldview. Picture book manuscripts should be approximately 600–1,000 words (shorter for board books). We are generally not interested in stories or manuscripts with general Christian appeal that could be published by the broader Christian publishing community.

### Logistics for All Children’s and Young Adult Queries

We accept only email submissions. We will not accept, return, or respond to manuscripts, proposals, or queries sent by fax or regular mail.

We usually respond to queries and proposals within four to six weeks. If we decide your project is something we are looking for and have the means to publish, then our Acquisition Board will consider it.

### Submission Procedures for Children's and Young Adult Books

How exciting that you are working to create a story or text that might inspire Orthodox children in their faith! Here are a few guidelines that will help us evaluate your manuscript quickly and objectively. First off, make sure your manuscript is professionally constructed, following the formatting instructions listed below, and ready for review. Feel free to contact Jane Meyer with questions.

**Please also submit (as an email attachment) a letter from your priest or confessor confirming that you are a member in good standing of your parish, are free of scandal, and have a blessing to write on the selected topic. If you are a member of the clergy, this letter should come from your bishop.**

### For Board or Picture Books

Please send the full manuscript along with a cover letter and proposal, including a description of your book and how it fits with our mission; a brief bio, mentioning any prior publications and your qualifications for writing the book; and specify the target age range and word count. Format the text as an ordinary manuscript; there is no need to make a dummy or include notes for illustration at this stage. If you are offering your own professional-quality illustrations with the manuscript, please send samples as separate graphic files (JPEG or TIFF, around 1 MB each).

### Regarding Illustrations

It is not necessary to submit art along with a board book or picture book manuscript. If we decide to publish your book, we will be responsible for finding an illustrator. The exception to this is if the author is also an experienced professional illustrator and has personally illustrated the book.

### For Manuscripts Longer than 1,000 Words

Please query first with a brief (one-page) query letter describing your book and how it fits with our mission. Include in this query a short bio, mentioning any prior publications and your qualifications for writing the book, and specify the target age range and word count. Send this brief query in the body of the email, along with the first ten pages of the manuscript. If we are interested in your project, we will request the full manuscript. The manuscript should be sent as a single Word attachment, with a brief cover letter in the body of the email.

### For Artists

We are certainly interested in seeing your work! Please send an email describing your experience and qualifications to Jane Meyer's address below. You may include up to five samples as graphic files (around 1 MB each, please) or a link to your web portfolio.

### Formatting for All Children's Book Proposals

- All materials should be in 12-point standard serif font (e.g., Times, Minion, Georgia, or Cambria) with 1 to 1-1/2-inch margins. All submissions must be in Microsoft Word (.doc or .docx) or RTF format. Please do not send PDFs.
- Queries and the descriptive sections of proposals may be single-spaced, with space between paragraphs and clear section headings.
- Sample chapters must be double-spaced. Each chapter should begin on a new page, about a third of the way down the page.

### General Advice to Beginning Authors

We are open to working with first-time authors who have a great idea. However, we do not have the resources to provide extensive editing for those whose writing skills are not yet of professional quality. The internet and your local library or bookstore are full of excellent advice for improving your writing, as well as tips on understanding the publishing industry.

If you feel you have a great nonfiction idea but lack the skill to do it justice, one option is to employ a developmental editor or ghostwriter.

Please take the time to follow our guidelines and polish your proposal until it squeaks!

### Contact Info

Send all submissions via email. Please include the words "AFP submission," the title of your book, and your surname in your subject line.

- **Adult book submissions:**

Marci Johnson, Managing Editor  
[marcij@ancientfaith.com](mailto:marcij@ancientfaith.com)

- **Young adult and children's book submissions:**

Jane Meyer, Children's Acquisitions Editor  
[jmeyer@ancientfaith.com](mailto:jmeyer@ancientfaith.com)