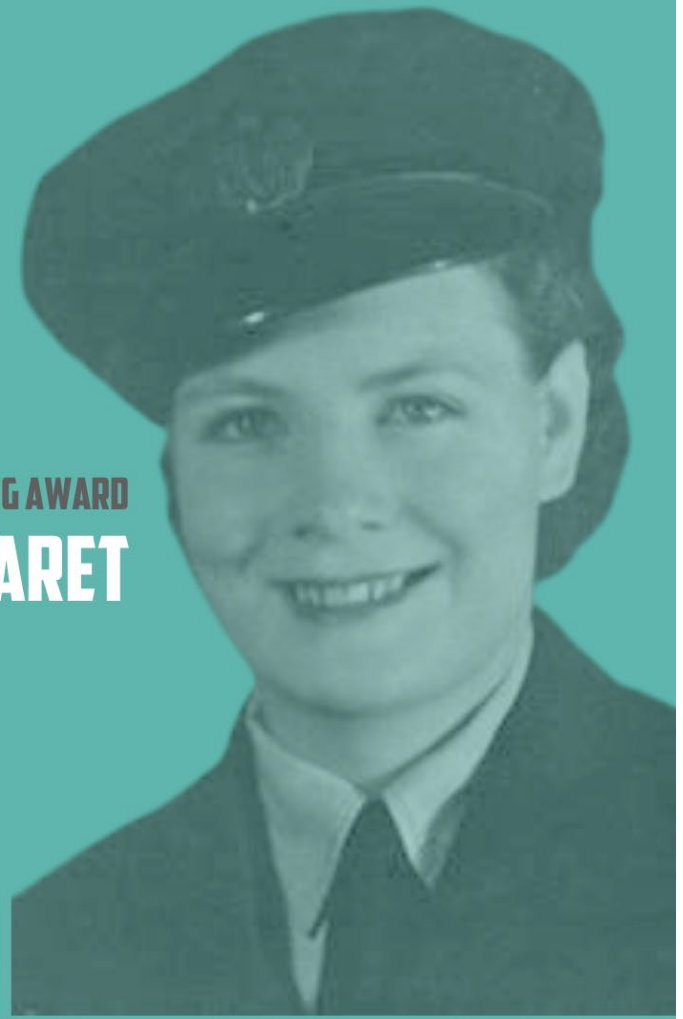


WARRANT OFFICER OF THE AIR FORCE WRITING AWARD
**THE CORPORAL MARGARET
CLARKE AWARD**



TERMS & CONDITIONS



The Corporal Margaret Clarke Award

The Corporal Margaret Clarke Award was introduced in 2021 as part of the Air Force Writing Competition. It aims to encourage and inspire enlisted aviators to consume, contribute and contest contemporary air and space power issues.

Entries can take a variety of forms including essays or formal writing, fiction, think-pieces, op-eds, or blog-style articles.

Note that only essays and think-pieces are eligible for parallel entry into the Wrigley Prize.

Prizes

The winner of the Award will receive:

- A \$3000 prize
- their entry published and promoted on the Air and Space Power Centre (ASPC) and/or related websites
- an opportunity to discuss their submission with WOFF-AF.

Other entries deemed to be of sufficiently high quality by the assessment panel may be offered one or more of the following:

- publication of their entry on the ASPC or related websites
- a short term secondment to the ASPC in support of an air and space power project.

Entrant Eligibility

The competition is open to all Air Force enlisted aviators (AC to WOFF) from all SERCATs.

Closing Date

The competition runs annually, with the closing date being 31 December each year. Submissions close at midnight on 31 December.

Entries are to be submitted via email to airpower@defence.gov.au

Only one entry per person may be submitted.

Submission Requirements

Topics

Entries must focus on a contemporary or future air or space power issue, national strategic research topics, or from a list of suggested topics as provided by WOFF-AF, which will be published on the ASPC website.

Word limit

All submissions must be a minimum of 800 words, with a maximum of 2000 words.

Originality

Entries must be original works of only one author, and must not have been formally published or submitted for publication in a journal. Entries that have been previously published as blogs (ie Air/Space Blog, Grounded Curiosity, etc) are eligible for submission¹.

Entries that have been previously submitted for academic assessment may only be submitted with a written release provided by the relevant academic institution. Such a release must transfer IP and ownership claims on the submission to the ASPC.

Use of Artificial Intelligence in writing

The use of generative Artificial Intelligence (AI) in the writing process is permitted, however, it should be used with caution. Generative AI should not be used to write significant portions of the entry, but can be considered for use during the research process.

The use of generative AI in any aspect of the writing/ production process must be acknowledged as part of the paper and the degree of usage must be stated unambiguously. Moreover, all information provided by generative AI should be verified using reputable sources and should be cited accordingly.

Suggested AI acknowledgement format

If generative AI is used, an example of acknowledgement to be used in the paper is:

I acknowledge the use of *[insert AI system(s) and link]* to *[specific use of generative AI]*. The prompts used include *[list of prompts]*. The output from these prompts was used to *[explain use]*.

¹ Entries may be considered from other published sources such as The Forge, Cove and other professional blogs.

Language

All submissions must be written in English.

Where confusion occurs in relation to a definition or use of language the Macquarie Concise Dictionary will be used as the definitive source.

The [Australian Government's Style Manual](#) provides guidance and advice on topics including:

- Clear language and writing style
- Inclusive language
- Structure
- Style rules and conventions, and
- Referencing.

Referencing

For fiction, op-ed and non-academic style submissions, referencing is encouraged but is not mandatory. Essay submissions must give full acknowledgement of sources with full references and use of quotation marks when transcribing material.

The preferred reference style is in text, such as APA or Harvard academic - [Australian Government Style Guide \(Author – Date\)](#).

Security Classification

The highest level of material that can be accepted is OFFICIAL.

Format

Entries are to be submitted as an email attachment in the following format:

- Files and filenames must **not** include the name of the author
- Paper Size: International size A4
- Font: Times New Roman or Arial
- Font size: 12 point
- 1.5 line spacing
- File format: Portable Document Format (pdf)

CPL MARGARET CLARKE

CPL Margaret Clarke was a proud member of the Women's Auxiliary Australian Air Force (WAAAF) during WWII and continued to show her passion for the WAAAF well beyond her years of service.

Margaret created a public Facebook page (WAAF Women's Auxiliary Australian Air Force in WWII) where she shared her own remarkable stories, photographs and personal experiences of her time in service and invited any WAAAF members or descendants to share their history as well.



Submission Declaration

Entries are to be submitted via email to airpower@defence.gov.au. The covering email must contain the name and contact details of the author, and a declaration from the entrant that:

- I have read, understand, and accept the terms and conditions within this handbook
- If under 18, a parent or guardian has submitted the entry on the minor's behalf
- The submission is my own, unassisted work
- I have not used generative AI except as acknowledged in my entry.
- The submission has not been formally published (or publication details, if published as a blog)
- I accept as final the judgment of the WOFF-AF
- I hereby transfer my copyright and IP claims over to the ASPC
- I agree for my paper to be published by the ASPC.

Once submitted, amendments will not be possible.

Adjudication process

Entries will be reviewed by an assessment panel comprised of selected members of the Senior Enlisted Leadership Team. Entries will be placed in a recommended order for final assessment and selection by WOFF-AF.

The panel may recommend not to award a prize if there is insufficient competition (quantity and/or quality) for a given year. Likewise, the panel may recommend recognition, in an appropriate manner, of entries of a high standard that do not win.

Blind Adjudication

The assessment panel will not be provided with author names; rather, a number will be assigned to facilitate a blind adjudication process.

Adjudication Matrix

The table on page 5 shows the matrix used in determining the winner of the Award.

Announcements

ASPC will advise all winners and high-quality papers entrants in writing at least one week prior to the formal announcement being made at an appropriate function.

Where practical, the ASPC will endeavour to ensure the winner is available either in person or virtually for the announcement and discussion of their submission with WOFF-AF.

Financial Considerations

Individuals may incur a tax liability if they receive benefit as a result of their entry to the Award. Individuals are encouraged to discuss their personal circumstances and the associated financial impacts with their tax/ finance professional advisor. Advice provided in this document does not take into account specific circumstances or potential financial and/or tax implications.

Publication, Copyright and IP

Copyright of all submissions will rest with the ASPC. All submissions may be published on the ASPC website and those deemed of suitable quality promoted through social media and related websites.

Winning and high- quality essays will be published under the author's name unless they specifically request to remain anonymous.

Where documents have been published by other entities, ASPC will seek the publisher's approval to cross promote under dual branding.

Contact

For more information, you can contact the ASPC via email at airpower@defence.gov.au.

Adjudication Matrix

Entries will be judged using the following criteria:

Element	5 Points	3 Points	1 Point
Strength of idea and discussion (30%)	<p>Implications and underlying assumptions of the argument have been clearly discussed.</p> <p>There are clear and strong arguments which extend the submission scope.</p>	<p>Implications and underlying assumptions of the argument have been clearly identified.</p> <p>There are discernible arguments but they may sometimes fall into description.</p>	<p>Implications and underlying assumptions of the argument have not been articulated or are not logical.</p> <p>There is an underlying argument but often falls into description.</p>
Realistic, feasible and considered argument (30%)	<p>The topic, argument, and analysis presented is imaginative, considered and feasible for the Force in being or future force.</p> <p>Demonstrates a nuanced understanding of the topic.</p>	<p>The topic, argument, and analysis presented is considered and feasible with modifications to the Force in being or future force.</p> <p>Demonstrates an understanding of the topic.</p>	<p>The topic argument and analysis is sound, however, feasibility is high risk or partially supported by the submission.</p> <p>Minor errors in understanding that do not contribute to the contest of ideas.</p>
Understanding of air or space power (30%)	<p>The submission explores air or space power in depth, challenging the reader and encouraging discussion on application.</p>	<p>The submission explores air or space power application.</p>	<p>Minor lapses in how the concept could be applied to an air or space power concept.</p>
Structure, language, and writing (10%)	<p>The use of language assists the reader's understanding and avoids confusion. Varied sentence style.</p> <p>Precise, interesting, and vivid word choice; uses clear examples to illustrate ideas.</p>	<p>Minor errors in spelling and language which have minimal impact on reader's understanding.</p> <p>Attempts to use examples to illustrate ideas.</p>	<p>Multiple errors in spelling and language which have some impact on the reader's understanding.</p> <p>Does not illustrate ideas effectively.</p>