

# 2025 KAMS Publishing Korean Art Overseas Publication Support Program Application Guidelines

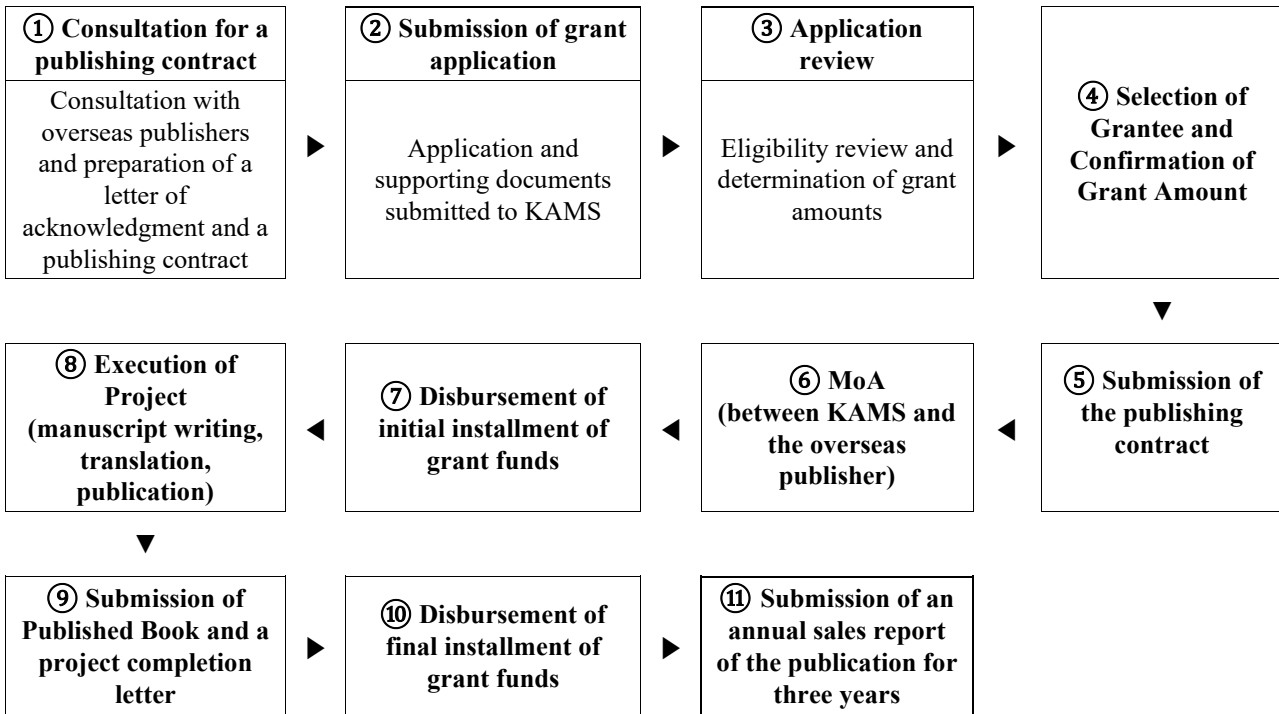
To improve access to and raise awareness of Korean art among international experts and researchers, the Korea Arts Management Service (KAMS) offers an overseas publication support program. We look forward to active participation from art and publishing professionals worldwide.

## I Program Outline

Type	Books						
<b>Eligibility</b>	Korean and overseas authors, universities, research institutions and publishers planning or wishing to publish books on Korean artist's anthology or an introductory book on Korean art for non-Korean readers.						
<b>Grant amount</b>	Up to KRW 50 million per applicant *Grant amounts were calculated with Korean won as the basis, and the final amounts to be received in foreign currencies are subject to change according to exchange rates.						
<b>Eligible expenses</b>	Expenses directly associated with the writing of manuscripts, translation and editing, production costs (design and printing costs, fees for use of copyrighted images, etc.)						
<b>Project period</b>	The publication must be completed by the end of the agreed-upon project period, which may last up to three years. (Year 1) Selection date – December 2025 (Year 2) January 2026 – December 2026 (Year 3) January 2027 – December 2027						
<b>Conditions and requirements</b>	<p>- Any applicant must discuss the conditions and requirements for using and accepting the grant with an overseas publisher beforehand and submit a letter of acknowledgment (see the attached form) from the publisher together with the application.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;">Overseas Publishing Contract</th> <th style="text-align: center;">Required documents</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">Applicant with an existing publishing contract</td> <td style="text-align: center;">Letter of acknowledgment from the publisher and a signed copy of the contract</td> </tr> <tr> <td style="text-align: center;">Applicant without a publishing contract</td> <td style="text-align: center;">Letter of acknowledgment from the publisher</td> </tr> </tbody> </table> <p>* The letter of acknowledgment may be omitted if the applicant is an overseas publisher. * Applicants selected for funding based only on the letter of acknowledgment from an overseas publisher must submit a publishing contract by June 30. Failure to do so may result in forfeiture of grant. - Each applicant may apply for up to 80% of total eligible project costs. Cost sharing by the publisher is required for at least 20% of total project costs.</p>	Overseas Publishing Contract	Required documents	Applicant with an existing publishing contract	Letter of acknowledgment from the publisher and a signed copy of the contract	Applicant without a publishing contract	Letter of acknowledgment from the publisher
Overseas Publishing Contract	Required documents						
Applicant with an existing publishing contract	Letter of acknowledgment from the publisher and a signed copy of the contract						
Applicant without a publishing contract	Letter of acknowledgment from the publisher						

	<ul style="list-style-type: none"> <li>- It is preferred that writing fees for author be included in the amount of funding requested and that the royalty rate be specified in the publishing contract.</li> <li>- Any funding support from institutes other than KAMS, whether for manuscript writing, translation, or publishing, must be clearly stated in the application. Funding will be disallowed for expenses that are already covered by an existing grant.</li> <li>- To be eligible, all publishing projects must be printed books. E-books are optional and may be published in addition to printed books (in which case, applicants are received extra points during the evaluation process).</li> </ul> <p>* At least 300 books must be printed for the first edition. In case that applicant publishes e-books, the number of copies for the first edition of printed books may be adjusted through negotiation, if needed.  * The amount of grant may vary depending on the number of prints.</p>	
<b>Selection Method</b>	Eligibility review and funding review (by a review panel composed of external experts)	
<b>Method of disbursement</b>	<ul style="list-style-type: none"> <li>- KAMS will directly disburse the funds to a selected overseas publisher in two installments after signing a Memorandum of Agreement (MoA) with the publisher based on its publishing contracts with the author.</li> <li>- Disbursed in two installments  (1st installment) 70% of the total grant disbursed upon the submission of the publishing contract with the overseas publisher by the selected applicant.  (2nd installment) The remaining 30% will be disbursed after completion of the project, upon the submission of related published book and a project completion letter.</li> </ul>	
<b>Required documents</b>	<b>Required</b>	<ol style="list-style-type: none"> <li>① Application (standard form in Korean or English)  *Hanword (HWP) or MS Word (DOC and DOCX)</li> <li>② Depending on the applicant categories  (Author) CV  (Publishers) a copy of publisher's business registration and a description of the publisher's business and operations  (Organizations/institutes) a copy of business registration and a description of the organization's business and operations</li> <li>③ Letter of acknowledgment from the overseas publisher (attached form)  *The letter of acknowledgment may be omitted only if the applicant is a publisher.  In all other cases, applications without a letter of acknowledgment from a publisher will not be considered.</li> <li>④ A table of contents, outline, and an abstract (no more than 5 pages) of the planned book  *Describe the book project in more details than in the application.</li> <li>⑤ Author's CV</li> <li>⑥ Overseas publisher's portfolio in the past three years (focused on visual arts publications)</li> </ol>
	<b>Optional</b>	<ol style="list-style-type: none"> <li>⑦ Overseas publishing contract  *For contracts drafted in languages other than Korean or English, provide a translation.  *The contract must include provisions on the budget, revenues, and profits, and must also indicate an expected date of publication.  *For all projects selected to receive funding, a publishing contract must be submitted by June 30. Failure to do so may result in forfeiture of grant.</li> </ol>

**[Project flow chart]**



## II Program Description

### 1) Grant amount

\*The amount of funding requested may not exceed 80% of the total budget. The applicant will share any cost beyond the grant amount funded by KAMS.

- Funding should be requested for expense items that are applicable to the stage of a project and the total amount may not exceed KRW 50 million.

### 2) Eligible expenses

- Writing, translation, and editing costs, fees for use of copyrighted images, designs and printing costs, planning costs, etc.

### 3) Method of calculation

- Writing, translation, and editing costs must not exceed the maximum allowable amounts specified below. The budget for other expense categories should be set according to the number of pages, plates and prints, and a detailed budget justification must be provided.

Eligible expenses	Maximum allowable amount	Calculation method
-------------------	--------------------------	--------------------

English manuscript writing and translation	KRW 21,600,000 (100 sheets of A4 papers)	KRW 216,000 per sheet (about 480 words) *Total maximum allowable amounts for both writing and translation
Editing	KRW 10,800,000	Up to 50% of translation budget
Other	KRW 50,000,000	Fees for use of copyrighted images, production costs including designs and printing costs *Variable amounts depending on the number of pages, plates, and prints.
Planning	Up to 10% of total funding	

\*Any costs associated with the distribution, promotion, or transportation of publications are excluded from allowable expenses.

#### 4) Conditions and requirements

Book project with a pending or existing publishing contract with an overseas publisher

Book projects with existing contract: Attach a letter of acknowledgment from the overseas publisher and the contract to the application.

Book projects without contract: Attach a letter of acknowledgment from the publisher.

\*Conditions and terms of the grant including the budget plan and schedule, the disbursement and use of grant funds, and reporting requirements, and the responsibilities of publisher must be discussed with the overseas publisher beforehand and a letter of acknowledgment (standard form) must be submitted together with the application (see the attached form).

\*The letter of acknowledgment may be omitted if the applicant is an overseas publisher.

\*Applicants selected for funding based only on the letter of acknowledgment from the overseas publisher must submit a publishing contract **by June 30**. (Failure to do so may result in forfeiture of grant).

- Each applicant may apply for up to 80% of eligible project costs. Cost sharing by the publisher is required for at least 20% of total project costs.
- It is preferred that writing fees for author be included in the amount of funding requested and that the royalty rate be specified in the publishing contract.
- Any funding support from institutes other than KAMS, whether for manuscript writing, translation, or publishing, must be clearly stated in the application. Funding will be disallowed for expenses that are already covered by an existing grant.
- To be eligible, all publishing projects must be printed books. E-books are optional and may be published in addition to printed books (in which case, applicants are received extra points during the evaluation process).

\*At least 300 books must be printed for the first edition. In case that applicant publishes e-books, the number of copies for the first edition of printed books may be adjusted through negotiation, if needed.

\*The amount of grant may vary depending on the number of prints.

#### 5) Project period: Up to three years

Type	Project period	Remark
Year 1	Selection date – December 2025	- For all projects, publication results are due by the end of the project period. - For multi-year projects, * Annual plans for each project year and a detailed project schedule and timeline (Page 7 of the Application “Project Period and Schedule”)
Year 2	January 2026 – December 2026	

Year 3	January 2027 – December 2027	
--------	---------------------------------	--

### 6) Method of Disbursement

- Funds will be disbursed after the signing of a Memorandum of Agreement (MoA) between KAMS and the overseas publisher based on the publishing contract between it and its author.
- Funds will be disbursed in two installments. 70% of the grant amount will be paid upon the receipt of the publishing contract with the overseas publisher and the remaining 30% will be paid after completion of the project, upon submission of the published book and a project completion letter by the grant recipient.

\*All funds will be paid to the publisher. In no case, funds will be remitted or disbursed to an individual.

## III

### Application Guidelines and Review Process

1. **Application period:** January 17, 2025 – February 28, 2025 (deadline at 16:00KST)
2. **Application method:** Online submission at <[art-trans@gokams.or.kr](mailto:art-trans@gokams.or.kr)>
3. **Required documents and submission method:** Submit via electronic file (HWP, MS Word, or PDF)

Type		Required documents
Book projects	Required	① Application (standard form in Korean or English) *Hanword (HWP) or MS Word (DOC and DOCX) ② Depending on the applicant categories (Author) CV (Publishers) a copy of publisher's business registration and a description of the publisher's business and operations (Organizations/institutes) a copy of business registration and a description of the organization's business and operations ③ Letter of acknowledgment from the overseas publisher (attached form) *The letter of acknowledgment may be omitted only if the applicant is a publisher. In all other cases, applications without a letter of acknowledgment from a publisher will not be considered. ④ A table of contents, outline, and an abstract (no more than 5 pages) of the planned book *Describe the book project in more details than in the application. ⑤ Author's CV ⑥ Overseas publisher's portfolio in the past three years (focused on visual arts publications)
	Optional	⑦ Overseas publishing contract *For contracts drafted in languages other than Korean or English, provide a translation. *The contract must include provisions on the budget, revenues, and profits, and must also indicate an expected date of publication. *For all projects selected to receive funding, a publishing contract must be submitted by June 30. Failure to do so may result in forfeiture of grant.

\*In order to use the online application system, an applicant must check the box to agree to the collection and use of personal information by KAMS and acknowledge to have read and understood the privacy notice.

#### 4. Evaluation and selection process

○ Evaluation

Type	Required documents
Method	Document review and interview
Review panel	A panel of three external experts
Criteria	<ul style="list-style-type: none"> <li>① Planning intent and purpose (40%)</li> <li>② Capabilities of the publisher (30%)</li> <li>③ Usefulness and expected benefits of the publication (30%)</li> </ul>

- Review dates: In April (tentative)
- Announcement of results: The result will be announced on the official website of KAMS, and selected grant recipients will be individually notified.

## IV Eligibility and Requirements

<b>Ineligibility Criteria</b>	<ul style="list-style-type: none"> <li>• Receiving duplicate funding for the same project from other KAMS support programs is prohibited.</li> <li>• Receiving overlapping support from national subsidies or the Arts Council Korea's central cultural fund for the same project is not allowed.</li> <li>• Projects involving fundraising activities are ineligible.</li> <li>• Routine member exhibitions, group shows, annual exhibitions, thesis presentations, or school-level graduation showcases are not eligible.</li> <li>• Organizations subject to Article 31-2 of the “Subsidy Management Act”, whose participation in subsidy projects is prohibited, as overseen by the Ministry of Economy and Finance, are disqualified.</li> <li>• Organizations listed under Article 7, Paragraph 4 of the “Guidelines for the Operation of National Subsidies” by the Ministry of Culture, Sports and Tourism (revised May 16, 2022) are not eligible.</li> <li>• Entities or individuals who have been penalized for unfair practices under Article 6-2 of the “Artist Welfare Act” are ineligible.</li> <li>• Individuals, or organizations with such individuals as members, who were punished or sentenced to treatment and custody for crimes under Article 2 of the “Act on Special Cases Concerning the Punishment of Sexual Violence Crimes” or Article 37-2, Clause 2 of the “Equal Employment Opportunity and Work-Family Balance Assistance Act,” are disqualified, except in cases where the member is not involved in decision-making or operations, or where the period specified by Article 7 of “Act on the Lapse of Criminal Sentences” has expired.</li> <li>• Individuals or organizations under investigation or trial for sexual harassment or sexual violence that may hinder or jeopardize project implementation are not eligible.</li> </ul>
-------------------------------	--

<p><b>Non-Fundable Expenses</b></p>	<ul style="list-style-type: none"> <li>• Routine operating expenses, including full-time staff salaries, office or gallery rental fees, office supplies, and utility costs.</li> <li>• Capital expenditures for organizational operations, such as asset purchases, construction costs, repair expenses, incidental facility fees, and website development..</li> <li>• Ancillary costs, including meeting or hospitality expenses.</li> <li>• Costs for preparatory trips, such as transportation, accommodation, or fuel expenses.</li> <li>• Indirect costs not directly related to the supported project</li> </ul>
<p><b>Grant Recipient Obligations</b></p>	<p>The recipient of the program must:</p> <ul style="list-style-type: none"> <li>• Sign an MOU agreement with KAMS.</li> <li>• Completion report, Modification request etc. must be signed by the head of the overseas publisher, who is the signing party for the publishing agreement, or the responsible editor..</li> <li>• Projects not completed within the agreed timeline will require full repayment of grant funds.</li> <li>• The publication must be completed within the agreed-upon project period and, after completion of the project, 30 copies of the publication must be submitted to KAMS.</li> <li>• The grant recipient is required to submit an annual sales report of the publication for three years after completion of the project.</li> <li>• The support received from the Ministry of Culture, Sports and Tourism and KAMS must be acknowledged (e.g., “This publication was supported by KAMS (Korea Arts Management Service)”) in the copyright section of the publication with the KAMS’s logo displayed.</li> <li>• Applications containing plagiarized works or works involved in copyright will be disqualified even after they have been selected, and the involved parties will face restrictions from future KAMS support programs for a designated period.</li> <li>• Submitted documents will not be returned and cannot be revised or supplemented after the application deadline.</li> <li>• Cooperate with on-site evaluations and project monitoring.</li> </ul>