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| **Application for KAMS Publication & Translation Support Program (Publishing)** |

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| **Application for KAMS Publication & Translation Support Program** | | | | |
| **A-1. Grant Information (Fill out)** | | | | |
| **Applicant Classification** | | **□ Writer → Fill out A-2 ① □ Publisher → Fill out A-2 ②** | | |
| **Grant Type** | | **□ Publication □ Translation □ Translation + publication**  **※ Project period limit of three years.**  **※ Apply for grant according to progress in project and schedule.** | | |
| **Book Title** | |  | | |
| **Author’s Name** | |  | | |
| **Name of Publisher** | |  | | |
| **Desired Grant Amount** | |  | | |
| **Contract Status** | | **□ Contract completed**  **□ Under agreement** | | |
| **※ Only projects with confirmed contracts with overseas publishers are eligible for the grant; the overseas publishing contract or an agreement from the publisher must also be submitted when applying.** | | |
| **A-2. Applicant Information** | | | | |
| **①**  **Individual** | **Name** |  | | |
| **Date of Birth** |  | **Dept./Position** |  |
| **Address** |  | | |
| **Email** | *※ Email address of recipient* | **Mobile Phone Number** |  |
| **②**  **Publisher** | **Organization** |  | **(English)** | |
| **Year of Establishment** |  | **CEO**  **/President** |  |
| **Address** |  | | |
| **Name of Recipient** |  | **Dept./Position** |  |
| **Email** | *※ Email address of recipient* | **Homepage** |  |
| **Phone** | **( )** | **Mobile** | *※ Contact information of recipient* |

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| **Submitted Documents**  **& List** | **(Mark ■ or ⋁ where applicable.)**  **1. Resume/Introduction Sheet**  **□ Applicant’s resume**  **□ Author’s resume**  **□ Overseas publisher sheet and portfolio**  **2. Book to be Published**  **□ Digest of manuscript (about 5 pages in A4 size, free format)**  **□ Manuscript to be published (list of images to be submitted separately)**  **□ Proposal for publication**  **□ Table and creation of contents**  **3. Publishing Contract**  **□ Publishing contract (in Korean/English)**  **□ Acknowledgement letter from publisher (designated format)**  **□ Publisher’s portfolio showing record of publication during past three years (focused on books on visual arts)**  **4. Other Required Materials for Evaluation**  **□ Other evidential documents (1. / 2. / 3. )** |

**I declare that all content in this application and the submitted documents are true to the best of my knowledge.**

**Date: 2018**

**Name of Applicant \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(Seal or signature)**

**To Chairperson of Korea Arts Management Service**

**※ This application must be signed on the space for applicant signature before submission.**

**￭** Do you agree to the collection and use of personal information? □ Yes / □ No

° Purpose of collecting and using personal information: To acquire grant for funding overseas publishing of Korean fine art books

° Items of personal information subject to collection: Names, dates of birth, mobile/home phone numbers, email addresses, departments, positions, and residential addresses of the applicant and persons related to the project

° Retention period and use of personal information: Five years after project’s completion (per Act on Personal Information Protection)

° Notice on right not to give consent: The applicant reserves the right to not consent to the collection of personal information; if so, the application will face limits.

**￭** I have been informed of the processing of my personal information and fully understand and agree to this. □ Yes / □ No

**※ Tips for filling out application**

· If necessary, additional space can be used. Any application that fails to use the designated format risks being excluded from the screening and evaluation processes.

· Fill out the application as faithfully as possible by adding items applicable to you; an applicant can also add desired content not included in the example section.

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| **Application (Grant for Overseas Publishing of Korean visual arts) *※ Limit 20 pages in A4 format*** | | |
| **‣ Applicant Introduction** | | |
| **Introduction of Applicant/ Organization/**  **Publisher** | *※ Briefly describe yourself, the background and goals of the organization’s operations, major activities and their desired direction, and plans.* | |
| **Major Activities in**  **Last 3 Years** | *※ Priority should go to activities on the application and selection of public grant competitions focusing on the publication and writing of books on Korean fine art in the last three years when filling out the application. If the applicant received a grant for such a project, documents showing proof of a budget plan should be attached.*  *※ List the activities of the applicant organization or writer.*   |  |  |  | | --- | --- | --- | | **Category** | **Period** | **Details** | | **1** |  |  | | **2** |  |  | | **3** |  |  | | **4** |  |  | | **5** |  |  | | |
| **Reasons for Applying**  **and Expected Outcome** |  | |
| **‣ Project Introduction** | | |
| **Book Title** |  | |
| **Author** | *※ Briefly describe the professional backgrounds and achievements of the project’s main participants including the lead writers and translators. If necessary, fill out by adding the table below.*   |  |  |  |  | | --- | --- | --- | --- | |  | | | | | **Name** |  | **Date of Birth** |  | | **Dept./Position** |  | **Role** |  | | **Address** |  | | | | **Email** |  | **Mobile Phone** |  | | **Major Research Achievements** |  | | | |  | | | |  | | | |  | | | |  | | | | **Name** |  | **Date of Birth** |  | | **Dept./Position** |  | **Role** |  | | **Home Address** |  | | | | **Email** |  | **Mobile Phone** |  | | **Major Research Achievements** |  | | | |  | | | |  | | | |  | | | |  | | | | |
| **Overview** | *※ Briefly describe the book’s introduction in one paragraph. A summary of the proposed and completed manuscripts shall be submitted separately.)* | |
| **Table of Contents** | *※ Fill in the table of contents.* | |
| **Status of Project’s Progress** | *※ When submitting the application, briefly fill out the project progress schedule.* | |
| **‣ Summary of information on published book and contract**  *※ The items mentioned in the contract should be consistent with the content in the contract and publisher’s agreement.* | | |
| **Book Information** | **Title of Book** |  |
| **No. of Copies** |  |
| **Book Size** |  |
| **No. of Pages** |  |
| **No. of Images** |  |
| **Cover** |  |
| **Miscellaneous** | *※ List any information that can help determine other publication schedules and the feasibility of the finalized budget.* |
| **Contract Information** | **Date** |  |
| **Period** |  |
| **Expected Date of Publication** | **( Year Month)**  **※ If the contracted work is not published within three years after selection or the scheduled deadline, 80 percent of the grant must be refunded.** |
| **Budget** | *※ Forecast publication budget* |
| **Publisher** | *※ Describe the publisher in one page (detailed information shall be submitted separately in an introduction sheet on the overseas publisher).* | |
| **Terms of Agreement with Publisher** | *※ Describe the terms of agreed items with the publisher for the publication using the latest information (e.g., topics, configuration, schedule and budget).*  *※ If the applicant is a publisher, list the agreed items with the author.* | |
| **‣ Plans for Publication and Budget** | | |
| **Project Schedule** | *※ Describe the project plan from the onset of the contract to the expected publication date in detail by stage.*  *Specificity and feasibility by stage are subject to evaluation.* | |
| **Budget Plan** | |  |  |  | | --- | --- | --- | | **Fees** | **Budget (KRW/USD)** | **Applied Grant Amount (KRW/USD)** | | Manuscript |  |  | | Translation |  |  | | Editing |  |  | | Design |  |  | | Printing |  |  | | Distribution/Promotion |  |  | | Publisher Planning |  |  | | Miscellaneous |  |  | | Total |  |  |   *\* The total amount needed for publication is listed in the budget. The amount of the grant applied is capped at 80 percent of the publication budget.*   |  |  |  | | --- | --- | --- | | **Category** | **Grant Amount** | **Items** | |  | Up to KRW 50 million | Up to KRW 180 per character, half of translation fee designated for proofreading  Setting ofpossible for ;must  Any to |   **※ Project period limit of three years**  **※ Grant amount calculated based on application; remaining grant amount can be affected if resulting publication differs from that described in grant application** | |
| **‣ Book Promotion and Distribution Plan** | | |
| **Predicted Audience** | *※ Analyze the predicted readership for books after publication.* | |
| **Distribution and Promotion Plan** | *※ Detailed plan for sales and distribution on predicted audience*  *※ List the plans for participating in events such as book fairs and events for promoting the book.*  *※ Plan for writing the manuscript and distribution such as book critique and reviews to promote the book after publication (including request for manuscript and media for posting)* | |
| **‣ Expected Outcome after Publication and Other Plans** | | |
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| **‣ Checking Requirements of Selected Applicant** | | |
| 1. The selected author and/or publisher must publish the book within three years after selection, sent notice of the publication result and meet all conditions for receiving the grant.  ① At least 1,000 copies of the book must be published,  ② The number of copies delivered to KAMS(books equivalent to 40 percent of the grant amount based on the retail price) cannot exceed half of the circulation figure.  2. Upon publication, a statement that this book’s publication received support from the Ministry of Culture, Sports and Tourism and Korea Arts Management Service must be written in the copyright section along with the logo.  3. After the project’s completion, a report on the project’s result and supporting documents for the grant must be prepared and submitted according to internal settlement guidelines.  4. The project must be completed within three years (36 months) after its selection along with the designated publisher with the publication date period agreed with the center. If the book is not published within the specified period, 80 percent of the grant must be refunded. | | |
| The applicant ( ) has read the aforementioned requirements and fully understands and agrees to them.  Date: 2018  Name of Applicant : (Seal or signature) | | |