IL-KUNSILL NAZZJONALI TAL-KTIEB

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Il-Fond Malti tal-Ktieb - Għotjiet għall-Pubblikazzjoni (linji-gwida u regolamenti)

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X'inhuma l-Għotjiet għall-Pubblikazzjoni?

L-Għotjiet għall-Pubblikazzjoni tal-Fond Malti tal-Ktieb jiffurmaw parti mill-istrateġija tal-Kunsill Nazzjonali tal-Ktieb (KNK) biex jinkuraġixxi l-pubblikazzjoni ta' kotba fis-suq lokali billi jissussidja l-pubblikazzjoni ta' kotba tal-Melitensia.

Il-Fond huwa estensjoni tal-ħsieb olistiku tal-KNK għall-pubblikazzjoni tal-kotba f'Malta li jinkludi l-għajnuna biex jogħla l-livell tal-pubblikazzjonijiet, jiġu inkuraġġuti xogħlijiet u oqsma ta' riċerka ġodda, u biex nippromwovu l-kotba f'sens usa' fit-tentattiv li nimbuttaw 'il fuq il-figuri tal-litteriżmu f'Malta.

It-taqsima tal-Għotjiet għall-Pubblikazzjoni tal-Fond Malti tal-Ktieb għandha allokati €50,000 fis-sena, u dawn il-fondi jwieżnu applikazzjonijiet għall-pubblikazzjoni ta' dawn it-tipi ta' xogħlijiet oriġinali:

- letteratura (finzjoni, poeżija, drammi, bijografiji, letteratura mhux fittizja u rumanzi grafiċi);
- xogħol ta' riċerka, li jinkludu kotba akkademiċi (monografi, ġabriet editjati, edzzjonijiet kritiċi, katalgi rriċerkati ta' eżebizzjoni li jkunu jinkludu materjal analitiku frott ir-riċerka).

X'inhuma l-għanijiet tal-Għotjiet għall-Pubblikazzjoni?

L-għanijiet tal-għotjiet huma:

- Biex jitrawwem tkabbir kulturali tas-suq lokali tal-kotba. Din l-inizjattiva hija parti mill-missjoni tal-KNK biex ikollna rwol ewlieni bħala aġenti kulturali, u allura nkunu kontributur proattiv u progressiv għall-iżvilupp kulturali, edukattiv u intellettwali tas-soċjetà.
- Biex jitħeġġu l-ideat għal proġetti u inizjattivi ġodda fis-suq lokali.
- Biex jiġu ssussidjati proġetti ta' pubblikazzjoni ta' kwalità kulturali, edukattiva u intellettwali għolja, li minħabba l-kuntest tas-suq lokali mhumiex kummerċjalment vjabbli.

Liema proġetti jiffinanzjaw l-Għotjiet għall-Pubblikazzjoni?

L-iskema toffri l-fondi lil awturi u pubblikaturi biex jiffinanzjaw ir-riċerka, il-kitba, l-editjar, id-dokumentazzjoni, l-illustrazzjoni, il-grafika, l-istampar, il-marketing, u l-ħlas tal-awtur u/jew riċerkatur - bil-għan li l-ktieb jiġi ppubblikat Malta b'numru tal-ISBN Malti.

L-Għotjiet għall-Pubblikazzjoni jistgħu iwieżnu sa 100% tal-pubblikazzjoni sa massimu ta' €5,000 kull proġett. L-applikanti jridu jipprovdu rendikont baġitarju tal-proġett bi provi ta' stimi uffiċjali.

Kull applikazzjoni tkun assessjata individwalment skont il-kriterji tal-għotjiet.

Jekk jogħġobkom aqraw bir-reqqa l-kriterji tal-eliġibbiltà u l-aġġudikazzjoni għall-fond qabel issawru l-proposta tagħkom jew tapplikaw għall-fondi.

Għidulna wkoll jekk irċivejtux fondi pubbliċi fl-imgħoddi u niżżlulna d-dati, l-ammont/i u dettali relevanti oħra dwar il-fondi li kontu rċivejtu.

Jekk ikun possibbli, ehmeż ukoll qatgħat mill-istampa bid-data magħhom (fosthom materjal online) li jgħinuk issaħħaħ l-argument tiegħek biex tieħu l-fond.

Ir-Regolament De Minimis - Regoli Applikabbli dwar Għajnuna Statali

Il-Fond Malti tal-Ktieb ikun implimentat skont il-proviżjonijiet tar-Regolament tal-Kummissjoni (UE) No 1407/2013 tat-18 ta' Diċembru 2013 bit-tqegħid ta' Artikli 107 u 108 tat-Trattat dwar il-Funzjonament tal-Unjoni Ewropea dwar l-għajnuna de minimis (OJ L 352/1 tal-24 ta' Diċembru 2013) - ir-regolament de minimis. L-għajnuna de minimis totali mogħtija lil kull individwu m'għandhiex taqbeż il-€200,000 fuq perjodu ta' tliet snin fiskali. Minħabba f'hekk l-applikanti għal dal-fond mitluba jipprovdu Formola ta' Dikjarazzjoni t'Għajnuna Statali li fiha jikkonfermaw l-ammont ta' għajnuna de minimis li rċevew fis-sena fiskali kurrenti u fis-sentejn ta' qabilha.

L-akkumulu tal-għajnuna għandu jsegwi r-regoli f'Artiklu 5 tad-de minimis. L-għajnuna tal-Fond Maltit tal-Ktieb m'għandhiex tingħadd ma' għajnuniet governattivi oħra li jkopru l-istess spejjeż. Jekk ikun jidher ċar li l-proġett ingħata fondi separati għall-istess spejjeż, ie. dak li jkun ikun bill sebgħu darbtejn, il-proposta tkun ikkunsidrata bħala ineliġibbli u l-fondi mogħtija jkunu jridu jitreġġgħu.

Il-Proċess Evalwattiv

Ladarba l-applikazzjonijiet jaslu għandna l-ewwel ma nagħmlu niċċekkjawhom għall-eliġibbiltà. Dawk l-applikazzjonijiet li ma jkunux eliġibbli f'termini ta' proċedura ma jiġux proċessati u lanqas jgħaddu għall-fażi evalwattiva. Applikazzjonijiet eliġibbli jgħaddu biex jiġu evalwati għand bord indipendenti.

L-għotjiet jiġu allokati wara proċess kompetittiv ta' aġġudikazzjoni skont damma ta' kriterji stabbiliti.

Kull kriterju jkunlu allokat numru ta' marki. Biex proġett jitqies għall-fondi jrid iġib tal-inqas 60 marka.

Minkejja dan, is-sessjoni evalwativa u d-deċiżjonijiet għall-fondi jiddependu mil-livell ta' kompetizzjoni u l-fondi li jkun hemm. Jiġifieri jekk proġett iġib 60 marka jew aktar ma jfissirx li awtomatikament se jingħata l-fondi.

L-ordni tal-klassifikazzjoni tal-proġetti, skont il-marki mogħtija mill-evalwaturi, tkun ippubblikata online fi żmien 8 (tmien) ġimgħat minn meta jagħlqu l-applikazzjonijiet. Jiġu ppubblikati biss l-ismijiet tal-proġetti rebbieħa.

Il-bord tal-aġġudikazzjoni jista' jkun jitlob xi kjarifiki mingħand l-applikant waqt is-sessjoni evalwattiva; madankollu ma jfissirx li jekk jikkuntattjawk il-membri tal-bord il-proġett tiegħek ikun se jieħu l-fondi. Kull korrispondenza tintbagħat mill-amministratur tal-fondi tal-Kunsill Nazzjonali tal-Ktieb.

Il-Kriterji tal-Eliġibbiltà

L-applikazzjonijiet l-ewwel jiġu ċċekkjati skont it-termini tal-eliġibbiltà, u għandhom jintbagħtu mimlija u jkunu jinkludu: id-deskrizzjoni tal-proġett, rendikont baġitarju u skeda taż-żmien approssimattiva. L-applikanti għall-Għotjiet għall-Pubblikazzjoni jridu jkunu pubblikaturi rreġistrati Malta. Fil-każ ta' kotba awtoppubblikati, l-applikant irid ikun ċittadin u residenti Malti.

<u>Id-deskrizzjoni tal-proġett</u>

Bħala parti mill-applikazzjoni, l-applikant irid jikteb deskrizzjoni konċiża tal-proġett.

Id-deskrizzjoni tal-proposta għall-pubblikazzjoni ma tridx taqbeż l-1,500 kelma. It-taqsira trid tinkludi deskrizzjoni ta' post ix-xogħol fis-suq Malti tal-pubblikazzjoni. Il-proġett irid ikun wieħed ta' valur u relevaza kulturali, u m'għandux ikun vjabbli u sostenibbli ekonomikament kieku wieħed ikollu jieħu r-rotot magħrufa ta' pubblikazzjoni. Id-deskrizzjoni trid tinkludi għala l-proġett għandu jiġi kkunsidrat għall-fondi, u magħhom il-ġustifikazzjonijiet għall-fondi.

Il-pubblikazzjoni ta' kotba għall-qari każwali, kotba ta' noti mużikali u kotba li jkun fihom biss xbihat jew tal-fotografija huma esklużi minn din l-iskema.

It-traduzzjoni ta' kotba mill-Malti għal-lingwi oħra, u kotba barranin tradotti għall-Malti huma inklużi fil-Fond Malti tal-Ktieb (irreferi għal-linji gwida u r-regoli tal-Għotjiet għat-Traduzzjoni).

Pubblikaturi u/jew awturi li qed jippubblikaw ix-xogħol tagħhom stess, jew mitbugħ inkella ebook jew it-tnejn, jistgħu japplikaw għal sussidju biex jippubblikaw ktieb jew aktar minn wieħed. L-applikanti jistgħu jissottomettu aktar minn applikazzjoni waħda fl-istess edizzjoni, iżda waħda biss minn dawn tkun tista' tingħata l-fondi f'dik l-edizzjoni.

<u>Il-finanzi tal-proġett - ir-rendikont baġitarju</u>

L-applikazzjoni għandha tinkludi ġustifikazzjoni tal-fondi pprovduti fil-biċċa dwar il-finanzi u rendikont baġitarju tal-proġett, sabiex il-proposta tkun sostnuta. F'dil-fażi tal-applikazzjoni trid tipprovdi kopji ta' stimi relevanti li jagħtu ħjiel approssimattiv tal-ispejjeż involuti (niżżel il-qafas tar-rendikont baġitarju - APP 3) u magħhom il-prova ta' stimi uffiċjali. Id-dokumentazzjoni uffiċjali trid tirfed ir-rendikont baġitarju u l-ispejjeż tal-proġett. Dawn l-ispejjeż jistgħu jinqasmu hekk:

- riċerka,
- kitba,
- editjar/qari tal-provi,
- dokumentazzjoni,
- illustrazzjoni,
- grafika,
- printjar,
- marketing,
- ħlas lill-awtur u/jew ir-riċerkatur

Imla dawk il-kategoriji li japplikaw għat-tip ta' għotja li qed tapplika għaliha. Fl-istadju finali tar-rapport, u jekk tingħata l-fond, imla l-kolonna jisimha 'Finali' fir-rendikont baġitarju u erġa' ssottometti, did-darba b'fatturi, irċevuti, u dokumentazzjoni oħra relevanti għal kull kategorija li jeħtieġlek timla għall-għotja tiegħek. Il-baġit irid ikun fih dawk l-ammonti assigurati, mhux assigurati, u dħul ippjanat ieħor. L-ammont mhux assigurat mitlub mill-fond irid ikun ikkwantifikat u allokat tali mod li jkun jaqbel mat-talba tiegħek mill-Fond.

NB: Kull rendikont baġitarju <u>jeħtieġ</u> li jinkludi kemm in-nefqa u anki d-dħul minn xi għejjun ieħor ta' fondi. Dawn l-għejjun ta' fondi jew sponsors (anki l-isponsors mhux finanzjarji) iridu jintrifdu mid-dokumentazzjoni relevanti.

<u>Skedi taż-żmien</u>

Id-data tal-pubblikazzjoni ta' kull proġett rebbieħ tiġi nnegozjata mal-Kunsill Nazzjonali tal-Ktieb wara li jitħabbru r-rebbieħa u skont il-kuntratt tal-benefiċjarju.

Trid titniżżell data approssimattiva ta' meta l-proġett se jitlesta fid-deskrizzjoni konċiża, u din ma tridx taqbeż it-18-il xahar mid-data tal-kuntratt mal-benefiċjarju.

<u>Proġetti ineliġibbli</u>

Dawk l-applikazzjonijiet għall-għotjiet li jaqgħu f'dawn il-kategoriji mhumiex eliġibbli għall-fondi:

- kotba tal-iskola, manwali ta' istruzzjoni,
- kotba annwali,
- xogħlijiet ta' propoganda,
- kotba ta' qari każwali, kotba ta' noti mużikali u kotba li jkun fihom biss xbihat jew tal-fotografija,
- rumanzi u ġabriet ta' novelli li huma kummerċjalment vijabbli,
- kotba tat-tfal u kull materjal immirat għal udjenza ta' taħt it-18-il sena,
- spejjeż li jkunu diġà ġew koperti minn organizzazzjonijiet kulturali pubbliċi, jew bi programmi ta' fondi oħra mmaniġġjati jew komaniġġjati mill-Kunsill Nazzjonali tal-Ktieb, jew kull aġenzija pubblika oħra, department governattiv jew Ministeru,
- spejjeż b'lura,
- applikazzjonijiet b'informazzjoni nieqsa (irreferi għal-lista ta' dokumenti mitluba hawn taħt).

Proposti li ma jsegwux il-kriterji tal-eliġibbiltà ma jiġux proċessati u ma jgħaddux għall-fażi evalwattiva.

Il-Kriterji tal-Aġġudikazzjoni

Kull applikazzjoni eliġibbli tkun evalwata skont kriterji tal-aġġudikazzjoni stabbiliti f'dawn il-linji-gwida u r-regoli. Il-kriterji qegħdin hemm biex jagħtu rotta lil dawk l-inizjattivi li jkollhom valur kulturali, avolja ma jkunux kummerċjalment vijabbli, u dan skont l-aġġudikazzjoni tal-bord.

➡ Il-bord tal-aġġudikazzjoni jista' jaqtagħha li jagħti fondi parzjali jew sħaħ lil proġett partikulari jew applikazzjoni.
➡ Il-bord tal-aġġudikazzjoni se jibbaża l-ġudizzju tiegħu fuq is-saħħa u l-kompletezza tal-applikazzjoni.
➡ Il-bord tal-aġġudikazzjoni jista' jiddiskrimina fil-mod kif iqassam il-fondi lil xi applikazzjonijiet biex ikun jista' jilħaq il-miri tal-fondi skont ċerti prijoritajiet li l-bord ikun iqis importanti għas-suq lokali tal-kotba.
➡ Id-deċiżjoni tal-bord tal-aġġudikazzjoni hija finali u mhux kontestabbli.
➡ L-applikanti jistgħu jissottomettu aktar minn applikazzjoni waħda f'kull fergħa tal-Fond, iżda waħda minnhom biss tingħata l-fond f'dik il-fergħa li tkun.

It-taqsima tal-Għotjiet għall-Pubblikazzjoni tal-Fond Malti tal-Ktieb għandha baġit totali annwali ta' €50,000.

Il-fond jista' jiffinanzja r-riċerka, il-kitba, l-editjar, id-dokumentazzjoni, l-illustrazzjoni, il-grafika, l-istampar, il-marketing, u l-ħlas tal-awtur u/jew riċerkatur. Meta l-applikazzjoni tkun sottomessa l-proġett irid ikun diġà jeżisti bħala forma ta' plan dettaljat tiegħu stess, inkella abbozz jew manuskritt komplet. Irid ukoll ikollu titlu. L-għan tal-proġett irid jiġi pprovdut, flimkien ma' dettalji oħra, referenzi u biblijografiji tal-awtur u l-pubblikatur.

Japplikaw ċerti regolamenti għal dal-fond. L-aġġudikaturi jevalwaw l-applikazzjonijiet billi jimxu mal-kriterji biex jaslu għal deċiżjoni finali. Id-deskrizzjoni tal-proġett għandha tindirizza dawn it-tliet kategoriji:

1. Il-kwalità tal-proġett propost
2. Il-pożizzjoni fis-suq lokali tal-pubblikazzjoni
3. L-imaniġġjar u l-vijabbiltà

1. Il-kwalità tal-proġett propost - TOTAL: 40 MARKA

Proġetti meqjusa ta' importanza kulturali, edukattiva u intelllettwali konsiderevoli għas-soċjetà. Se jiġu evalwati s-saħħa u l-kumplessità tal-proġett, u l-kwalità tal-abbozz provdut (CV/ Portafoll tal-Awtur u parti mix-xogħol iridu jiġu sottomessi mal-applikazzjoni).

2. Rabta mas-suq tal-pubblikazzjoni - TOTAL: 40 MARKA

Applikazzjonijiet li jkollhom viżjoni konkreta wara l-proġett, u li għandhom mira ċara u definita 'il fejn il-proġett għandu jwassal f'termini ta' kontenut, riżultat u rispons għall-udjenza kkonċernata. (40 marka)

Meħtieġa dettalji tal-pjan għar-riċerka, l-editjar, l-ippubblikar, l-ipprintjar, id-distribuzzjoni, id-distribuzzjoni u l-promozzjoni tax-xogħol. Dal-kriterju jqis il-livell ta' dettal u l-kuntatti stabbiliti diġà u mwieżna minn dokumentazzjoni relevanti. (30 marka)

Ir-rilevanza u l-valur kulturali tax-xogħol ippubblikat għas-suq lokali. Dal-kriterju jirrikjedi għarfien tas-suq immirat u spjega għaliex il-proġett partikulari qed jimmira li jilħaq dak is-suq partikolari. (10 marki)

3. L-immaniġġjar u l-vijabbiltà - TOTAL: 20 MARKA

Iċ-ċarezza tal-applikazzjoni u l-livell ta' dettal provdut. (10 marki)

Il-kapaċità tal-applikant li jimmaniġġja l-proġett (li tinkludi l-immaniġġjar finanzjarju) b'responsabbiltà u b'suċċess. (10 marki)

Tingħata preferenza lil:

- Proġetti li ma jkunux vjabbli kummerċjalment, minkejja l-importanza tagħhom.
- Applikazzjonijiet li jipprovdu deskrizzjoni bis-sens ta' kif u għala l-proġett huwa ta' valur kulturali, edukattiv, akkademiku u letterarju għas-soċjetà ġenerali.
- Applikazzjonijiet li jkollhom is-sapport ta' msieħba terzi b'referenzi leġittimi.
- Applikazzjonijiet b'baġits realistiċi mirfuda bi stimi uffiċjali.

Proġett ta' valur kulturali jista' jkun:

- Kull proġett ta' proża, poeżija, riċerka u dokumentazzjoni li jiddistingwi ruħu mill-kwalità u l-oriġinalità tiegħu minn kotba ppubblikati qabel b'tema simili.

- Proġett letterarju jew akkademiku ta' kwalità għolja, imma li tant ikun estensiv jew ikollu skop partikulari li jkun jirrikjedi l-għajnuna ta' editur speċjalizzat biex jara d-dawl, inkella jkun jeħtieġ aktar riċerka u xogħol mill-awtur innifsu biex ilesti l-manuskritt.
- Kull proġett li jmur lilhinn mill-fruntieri letterarji jew akkademiċi lokali stabbiliti, u li jwitti mogħdijiet ġodda għax-xena lokali tal-kotba u għas-soċjetà fis-sħuħija tagħha.

Kif tapplika u l-iskadenza

Qabel ma tissottometti l-applikazzjoni, inti mħeġġeġ taqra l-linji-gwida u r-regolamenti bir-reqqa.

L-applikazzjoni tista' tniżżilha minn https://ktieb.org.mt/mt/il-fond-malti-tal-ktieb/ mad-dokumentazzjoni meħtieġa.

Is-sejħa għall-applikazzjonijiet tagħlaq l-Erbgħa 30 ta' Ġunju 2022 f'12:00 (nofsinhar).

L-applikazzjonijiet tal-Fond Malti tal-Ktieb 2022 iridu jiġu skennjati u mibgħuta b'imejl lil michael.mercieca@gov.mt b'dat-titlu: Il-Fond Malti tal-Ktieb 2022 - applikazzjoni [U ISEM L-APPLIKANT].

Erba' kopji identiċi, kompluti, ipprintjati u ffirmati għandhom xorta jintbagħtu bil-posta fi flat file jew punch file għal kull kopja (mhux karti waħedhom) lill-uffiċini tal-Kunsill Nazzjonali tal-Ktieb fl-indirizz ipprovdut (ara l-Mistoqsijiet Frekwenti għal aktar dettalji dwar kif iddaħħal l-applikazzjoni). L-applikazzjoni għandha tintbagħat mhux aktar tard mid-data tal-għeluq speċifikata (id-data tat-timbru tal-posta sservi bħala prova).

L-applikazzjoni pprintjata u ffirmata għandha tintbagħat hawnhekk:

Il-Fond Malti tal-Ktieb 2022 - il-Kunsill Nazzjonali tal-Ktieb
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Arnhem Road
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Malta EU

Jekk għandek xi diffikultà jew xi mistoqsijiet dwar dal-fond ibgħat imejl lil matthew.borg@ktieb.org.mt. Tista' ċċemplilna fuq +356 27131574 mit-Tnejn sal-Ġimgħa bejn id-09:00hrs u l-16:00hrs.

Ħu nota:

- Hija responsabbiltà tiegħek li tippreżenta applikazzjoni sħiħa kif spjegat f'dawn il-linji-gwida u regoli. Jekk ma tippreżentax l-informazzjoni neċessarja, l-applikazzjoni tiegħek ma tiġix proċessata u titqies ineliġibbli.

- Kemm jekk se tapplika waħdek jew anki ma' kumpanija, oqgħod attent li tinkludi indirizz uffiċjali, numru ta' kuntatt u imejl fl-applikazzjoni tiegħek. Ħu ħsieb ukoll li tiffirma u tikteb id-data (ta' meta lestejt l-applikazzjoni) ta' kull dokument qabel ma' tagħmel l-erba' kopji identiċi li trid titfa' mal-pakkett tal-applikazzjoni.

- Applikazzjonijiet li jidħlulna bl-idejn jew bil-posta wara 12:00 (nofsinhar) tad-data tal-għeluq ma jiġux aċċettati.

Il-lista ta' dokumenti meħtieġa

Il-lista ta' dokumenti li qed tidher hawn taħt għandhom jakkumpanjaw lill-formola tal-applikazzjoni u huma meħtieġa għal-evalwazzjoni amministrattiva.

Id-deċiżjoni għall-fondi tistrieħ fuq is-saħħa tal-informazzjoni sottomessa. In-nuqqas ta' wieħed jew aktar minn dawk id-dokumenti jkun ifisser li l-applikazzjoni titqies ineliġibbli.

1. Formola tal-Applikazzjoni mimlija fl-intier tagħha, iffirmata, iddatata u li tkun tispeċifika għal-liema fond qed tapplika
2. Il-proposta tal-proġett (1,500 Kelma għal proġetti ta' pubblikazzjoni)
3. Ir-rendikont baġitarju (li jinkludi l-kopji uffiċjali relevanti tal-istimi)
4. Kopja tal-Karta tal-Identità tal-applikant (quddiem u wara), jew il-permess tar-residenza, jew iċ-ċertifikat taċ-ċittadinanza, jew il-passaport
5. Referenzi biblijografiċi tal-applikant u/jew l-awtur tal-proġett propost, jekk ikun hemm
6. Referenzi biblijografiċi oħra relevanti, jekk hemm
7. Is-CV/portafoll tal-awtur
8. Parti mix-xogħol, jekk possibbli
9. Il-Formola tad-Dikjarazzjoni tal-Għajnuna Statali

Dokumenti oħra mhux neċessarjament meħtieġa:

10. Kull referenza u/jew qatgħat mill-istampa li jirfdu l-proġett propost
11. Lista, jekk hemm, ta' fondi pubbliċi merbuħa fil-passat

Hija responsabbiltà tiegħek li ddaħħal din id-dokumentazzjoni neċessarja, kif indikat hawn fuq, sad-data tal-għeluq.

Jekk issir it-talba, rappreżentanti tal-Kunsill Nazzjonali tal-Ktieb jistgħu jiddiskutu dettalji tal-proċess tal-applikazzjoni mal-applikant qabel id-data tal-għeluq tas-sottomissjonijiet, imma mhumiex awtorizzati jimlew xi parti jew oħra tal-applikazzjoni JEW li jiċċekkjawha qabel ma tissottometti.

It-tħabbir tar-riżultati

Ir-riżultati ta' kull fond rispettiv jitħabbru online fuq www.ktieb.org.mt fi żmien tmien (8) ġimgħat minn meta jagħlaq iż-żmien għas-sottomissjoni. L-ismijiet tal-proġetti rebbieħa biss jitħabbru, u skont il-klassifikazzjoni tal-marki allokati mill-bord tal-aġġudikazzjoni. Ebda informazzjoni oħra relatata mal-proċess evalwattiv mhi se tiġi ppubblikata.

Fil-jum indikat hawn fuq l-applilkanti jirċievu notifika tar-riżultati mill-Kunsill Nazzjonali tal-Ktieb, fosthom kopja tal-klassifikazzjoni tal-proġetti skont il-marki allokati mill-bord tal-aġġudikazzjoni.

Jekk applikant ma jirnexxilux jieħu l-fondi xorta jkun jista' jerġa' japplika għas-sejħa li jkun imiss bl-istess proġett, jew bi proġett ieħor.

L-ipproċessar ta' informazzjoni personali

Kull informazzjoni li l-amministraturi tal-fond u l-aġġudikaturi jirċievu titqies kunfidenzjali, kemm waqt u wara l-proċess evalwattiv. Ikun hemm inkluża proviżjoni għall-protezzjoni tad-data u l-kunfidenzjalità għall-proġetti rebbieħa fil-ftehim mal-benefiċjarju.

Mistoqsijiet

Id-deċiżjonijiet mittieħda mill-bord tal-aġġudikazzjoni huma finali.

Jekk għandek xi mistoqsijiet dwar ir-riżultati, jekk jogħġbok ibgħat imejl lil Matthew Borg fuq matthew.borg@ktieb.org.mt fi żmien ħamest (5) ijiem minn meta tkun infurmat dwar jekk ħadtx il-fond jew le.

Jekk jogħġbok ipprovdi spjega dettaljata u ġustifikazzjoni għat-talba tiegħek b'dokumenti relevanti, jekk possibbli.

Tirċievi tweġiba fi żmien ħmistax-il ġurnata (15) xogħol.

L-implimentazzjoni u l-moniteraġġ tal-proġett

Jekk l-applikazzjoni tiegħek tkun approvata u tingħata l-fondi, tintalab tiffirma kuntratt li jispeċifika l-kundizzjonijiet tal-fond. Meta jirċievu l-fond, l-applikanti qed jaċċettaw li l-Kunsill Nazzjonali tal-Ktieb jippubblika isimhom, it-titlu tal-proġett u l-ammont mogħti.

50% (ħamsin fil-mija) tat-total allokat għall-proġett mill-bord tal-aġġudikazzjoni tingħata meta jiġi ffirmat il-kuntratt tal-benefiċjarju. Il-50% (ħamsin fil-mija) l-oħra tingħata meta l-Kunsill Nazzjonali tal-Ktieb japprova r-rapport finali, is-sottomissjoni ta' żewġ kopji tal-pubblikazzjoni, u s-sottomissjoni tal-fatturi u l-irċevuti finali skont ma jkun ġie mmarkat fir-rendikont baġitarju.

Il-benefiċjarji tal-Fond iridu jużaw il-logo tal-Kunsill Nazzjonali tal-Ktieb fuq kull materjal u jispeċifika li l-proġett kien megħjun mill-Fond Malti tal-Ktieb - f'kull materjal relatat ma' marketing, PR jew materjal stampat. Il-fondi mogħtija jridu jintużaw esklussivament għall-proġett li jkunu ngħataw għalih, u dan skont il-proposta sottomessa u l-kuntratt.

Il-benefiċjarji jridu jitkellmu mill-ewwel mal-Kunsill Nazzjonali tal-Ktieb jekk ikun hemm xi bidliet li jkunu se jaffettwaw in-natura tal-proġett waqt il-fażi ta' implimentazzjoni. Il-bidliet ma jkunux jistgħu jseħħu jekk ma jkunx hemm approvazzjoni. Il-KNK jirriżerva d-dritt li jirrevedi jew iżomm il-pagament finali jekk il-proġett jitqies li ma mexiex mal-proposta inizjali, jew jekk il-KNK ma jkunx infurmat b'xi bidliet fi żmien adegwat.

Ir-rappurtar

Meta jitlesta l-proġett l-applikanti jintalbu jissottomettu rapport dettaljat (li jinkludi fatturi u rċevuti) li jkun juri ċar ix-xogħol li sar u l-kisbiet tal-proġett fit-tlestija tiegħu, mhux aktar tard minn 18-il xahar wara li jkun ġie ffirmat il-kuntratt tal-benefiċjarju. Ma' dar-rapport il-benefiċjarji jridu jissottomettu 2 kopji tal-ktieb ippubblikat, u informazzjoni relevanti oħar dwar marketing, pubbliċità jew informazzjoni żviluppata apposta għall-proġett.

Il-KNK jirriżerva d-dritt li juża l-materjal tal-proġett sottomess.

Din l-informazzjoni tkun evalwata mill-amministraturi tal-fond tal-Kunsill Nazzjonali tal-Ktieb u, jekk tkun sodisfaċenti, mela l-50% tal-fond li gifdal tingħata. Dan l-ammont se jkun aġġustat skont il-fatturi u l-irċevuti mibgħuta.

Il-KNK jirriżerva d-dritt li jirrevedi l-ħlas finali jekk il-proġett ma jkunx tlesta skont ma kien inkiteb fil-formola tal-applikazzjoni.

Il-KNK għandu d-dritt li jieħu lura l-fondi jekk ma jkunux qed jintużaw u/jew ikunu qed jintużaw ħażin u/jew ma jkunux qed jintużaw skont il-proposta sottomessa u l-baġit.

Kellimna

Jekk għandek xi diffikultà jew xi mistoqsijiet dwar il-fond, ibgħat imejl fuq matthew.borg@ktieb.org.mt. Tista' anki ċċempel fuq +356 27131574 mit-Tnejn sal-Ġimgħa bejn id-09:00hrs u l-16:00hrs.

Defininizzjonijiet u termini użati fl-iskema tal-Fond Malti tal-Ktieb

Bord tal-aġġudikanti

Il-bord tal-aġġudikanti, maħtur mill-Kunsill Nazzjonali tal-Ktieb, li jiġġudika u jqassam il-fondi lill-applikanti.

Applikant

L-applikant huwa individwu, jew pubblikatur irreġistrat Malta jew internazzjonali, jew organizzazzjoni rikonoxxuta legalment li tapplika għall-fond.

Applikazzjoni

Applikazzjoni hija sottomissjoni, li tinkludi d-dokumenti meħtieġa kollha u kull appendiċi għall-formola tal-applikazzjoni, li ssir minn applikant eliġibbli.

Awtur

Persuna li ppubblikat minimu ta' ktieb wieħed, storja jew artiklu f'format ta' ktieb.

Benefiċjarju

Min jirċievi l-fond. Il-benefiċjarju huwa responsabbli għall-implimentazzjoni tal-proposta mwieżna mill-Fond Malti tal-Ktieb.

Ktieb

Pubblikazzjoni mitbugħa li jkollha ISBN.

Eliġibbiltà

L-applikazzjonijiet jiġu ċċekkjati għall-eliġibbiltà. Proposti li ma jitqisux eliġibbli skont il-kriterji stabbiliti ma jiġux ipproċessati u lanqas jgħaddu għall-fażi evalwattiva.

Fond

Fond jista' jkun wieħed għall-pubblikazzjoni jew għall-promozzjoni lilhinn minn xtutna maħruġ mill-KNK.

Kotba Maltin

Kotba bil-Malti jew bl-Ingliż ippubblikati Malta u li jkollhom ISBN Malti.

Melitensia

Kotba, elettroniċi jew mhux, ippubblikati Malta, jew minn awturi Maltin, jew dwar Malta, jew bil-lingwa Maltija, jew dwar kull aspett ieħor ta' studju dwar Malta minn kull awtur.

Ktieb ġdid

Ktieb ġdid huwa ktieb li jkollu aktar minn 50% tal-kontenut oriġinali

Edizzjoni ġdida

Edizzjoni ġdida hija l-pubblikazzjoni friska ta’ ktieb li kien diġà ppubblikat qabel mill-istess pubblikatur jew minn xi pubblikatur ieħor.

- F’kuntrast ma’ ktieb ġdid, edizzjoni ġdida tkun meqjusa bħala tali jekk ikollha aktar minn 50% tal-kontenut tagħha meħud mill-pubblikazzjoni preċedenti.

- F’kuntrast ma’ sempliċi printjar mill-ġdid tal-istess ktieb, edizzjoni ġdida jrid ikollha minn tal-inqas wieħed minn dawn: 1. bidla sostanzjali fil-format jew fil-legatura; 2. bidla sostanzjali f’minn tal-inqas 25% tal-kontenut oriġinali miktub jew minn tal-inqas 25% tal-kontenut ġdid; jew 3. bidla sostanzjali fl-illustrazzjonijiet, apparti l-qoxra.

Għall-fini ta’ dal-Fond, Edizzjonijiet Ġodda ta’ Kotba mhux fl-Istampa jridu jeċċellaw fis-sinjifikanza kulturali, letterarja u akkademika tagħhom (“l-għan tal-Fond hu li jiġu ssussidjati proġetti ta’ pubblikazzjoni ta’ kwalità kulturali, edukattiva u intellettwali għolja, li minħabba l-kuntest tas-suq lokali mhumiex kummerċjalment vjabbli u allura jispiċċaw ma jiġu ppubblikati qatt”), ikunu ilhom mhux fl-istampa minn tal-inqas 20 (għoxrin) sena mid-data tal-Fond Malti tal-Ktieb inkwistjoni, kif ukoll ikollhom aktar minn 50% tal-kontenut meħud mill-pubblikazzjoni preċedenti; ikollhom bidliet sostanzjali fil-format jew fil-legatura, inkella bidliet sostanzjali f’mill-inqas 25% tal-kontenut oriġinali miktub jew minn tal-inqas 25% kontenut ġdid, jew ikollhom bidliet sostanzjali fl-illustrazzjonijiet, barra l-qoxra tal-ktieb.

Proġett

Il-ktieb li l-applikant qed jippjana li jippubblika bis-sapport tal-Fond Malti tal-Ktieb.

Pubblikatur

Persuna jew grupp ta’ persuni li għandhom dar tal-pubblikazzjoni li tkun ippubblikat tal-inqas ktieb wieħed minn awtur wieħed.

Kotba tal-iskola

Pubblikazzjoni użata bħala xogħol għall-istudju dwar suġġett partikulari fl-iskola (f’kull livell).

Traduttur

Persuna li qalbet minimu ta’ ktieb wieħed, jew storja jew artiklu f’forma ta’ ktieb, jew tkun xhud ta’ ħiliet fit-traduzzjoni.

Għotja għat-Traduzzjoni

Għotja mogħtija taħt kategorija 1 jew kategorija 2 tal-Fond Malti tal-Ktieb - Għotjiet għat-Traduzzjoni, li jiffinanzjaw it-traduzzjoni ta' pubblikazzjonijiet letterarji identifikati minn ISBN (finzjoni, letteratura mhux fittizja, poeżija, drammi, bijografiji, xogħol akkademiku u rumanzi grafiċi).

Pitch għat-traduzzjoni

Fil-qosor, proposta jew pitch għat-traduzzjoni ta' ktieb għandha taqbad fl-essenza tagħha dwar xiex inhu l-ktieb u għala l-qarrejja għandhom ikunu interessati fih. Tista' tippiċċja aġent waqt laqgħa jew konferenza, iżda tista' wkoll billi timla formola apposta.

Traduzzjoni ta' silta minn ktieb biex tintuża bħala pitch ħarira differenti għax tkun ippiċċjata minn aġent tad-drittijiet ta' barra, aġent letterarju, jew pubblikatur barrani. B'mod ġenerali pitch tkun konċiża.

Hemm differenza ewlenija f'li tippiċċja ktieb ġdid u li tippiċċja traduzzjoni ta' ktieb: kemm jeħtieġlek tittraduċi mill-ktieb qabel tippiċċja u x'materjal għandek tinkludi fil-pakkett tal-pitch.

L-ittra tal-pitch tiegħek għall-fini ta' dal-fond (mhux aktar minn 1,000 kelma) għandha tinkludi:

- Dokument ta' Informazzjoni Avvanzata jew AI (preżentazzjoni tal-ktieb, riċensjonijiet fl-istampa, l-għan tal-ktieb (kotba mhux fittizji) jew dettalji tal-plot (kotba fittizji) u l-punti ewlenin jew is-suġġetti tal-ktieb f'paragrafi qosra, informazzjoni dwar l-awtur (kotba preċedenti, rendikont tal-bejgħ, premji, films ibbażati fuq xogħolhom, eċċ.);
- Kif interessajt ruħek fit-traduzzjoni ta' dal-ktieb: spjegazzjoni għala tinsab entużjast għat-traduzzjoni u għala taħseb li x-xogħol ikun jixraq lit-tali pubblikatur (tista' ssir referenza għal kotba oħra ppubblikati minnu) u lit-tali suq;
- Silta (madwar 3,500 kelma - biżżejjed biex dak li jkun ikollu togħma tajba tax-xogħol): jekk jingħataw il-fondi għandha tinqaleb silta mill-oriġinal;
- Fatti u numri: it-tul, in-numru tal-kliem/paġni. Rendikonti tal-bejgħ jew fejn ikklassifika l-ktieb fil-bejgħ fil-pajjiż li ġej minnu, anki bħala traduzzjoni f'xi pajjiż ieħor (dawn jistgħu jinkisbu mill-pubblikatur oriġinali);
- Sommarju dwarek (esperjenza fit-traduzzjoni u l-kredenzjali, jekk hemm);
- Raġunijiet li jistgħu jaffettwaw id-deċiżjoni tal-pubblikatur: kif intlaqa' l-ktieb fis-suq oriġinali tiegħu u għala se jkun jixraq tradott fis-suq mira; it-tul; l-ispiża tat-traduzzjoni sħiħa tal-ktieb;
- INFORMAZZJONI OĦRA: L-awtur ħaj, kapaċi jiġi promoss, disponibbli tiltaqa' miegħu? Il-ktieb parti minn serje? Il-pajjiż jiġbed attenzjoni? L-editur jista' jaqra l-lingwa mira jew ikollu jistrieħ fuq xi ħadd barrani jew fuq traduzzjoni pont? Ħoloq ta' paġni tal-mezzi soċjali jew siti tal-awtur. Kull materjal ieħor ta' marketing li jattira l-pubblikatur potenzjali;
- Jirnexxilek inti jew min qed jirrappreżentak tiġbed lill-pubblikatur lejk kieku jkellkom tiltaqgħu f'laqgħa editorjali?
- Is-sejbiet tar-riċerka li saret biex jiġi identifikat id-detentur tad-drittijiet ta' barra.

Kotba annwali

Pubblikazzjoni annwali li jkun fiha informazzjoni u statistika dwar attivitajiet li seħħew fl-imgħoddi.

The Malta Book Fund 2022 - Publishing Grants (guidelines and regulations)

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Appendix I: Definitions of terms used in the Malta Book Fund scheme………….……….

What are the Publishing Grants?

The Malta Book Fund Publishing Grants form part of the National Book Council's strategy to boost the publication of books in the local market by subsidizing the publication of books in Melitensia.

The Book Fund acts as an extension of the NBC's holistic approach to book publishing in Malta by helping to raise publication standards, to encourage new work and lines of research and to promote books in a more general sense in a bid to boost literacy figures in Malta.

The Publishing Grants sections of the Malta Book Fund has an annual allocated budget of €50,000 that supports applications for the publication of the following types of original works in Malta:

- literature (fiction, poetry, drama, biographies, literary nonfiction and graphic novels);
- works of research including academic and scholarly books (monographs, edited collections, critical editions, researched exhibition and gallery catalogues containing analytical material that is the result of research).

What are the objectives of the Publishing Grants?

The objectives of the grants are:

- to foster cultural growth in the local book market. This initiative forms part of the NBC's endeavour to take on the role of a cultural agent within society, thus becoming a proactive and progressive contributor to the cultural, educational and intellectual development of society;
- to boost confidence in the pursuit of new projects and initiatives in the local market;
- to subsidise quality publications of high cultural, educational and intellectual value that <u>in the context of the local market are not seen as commercially viable</u> and thus would otherwise remain unpublished.

What do the Publishing Grants support?

The scheme offers grants to authors and publishers to finance the research, writing, editing, documentation, illustration, artwork, printing, marketing, and author and/or researcher payments - with an aim to publish the book in Malta with a Maltese ISBN.

The publishing grants may support up to 100% of the publication or up to a maximum of € 5,000 per project. Applicants must provide a budget breakdown of the project, with proofs of official quotes.

Each application will be assessed individually on the basis of the criteria of the grant.

Please make sure you read the eligibility and adjudication criteria for the grant carefully before building your proposal and applying for funds.

Please state whether you have already received public funding in the past and list the dates, amount specifications and any other relevant details about the funds received.

When available, clearly dated copies of press cuttings (including printouts of online press material) that may further the applicant's cause are to be attached to the application.

The Evaluation Process

Once received, applications will be first screened for eligibility. Applications which are not eligible in terms of the procedure stipulated by these guidelines will not be processed further and will not undergo evaluation. Eligible applications will be passed on to an independent adjudication board who will evaluate the projects.

The grants will be awarded to successful applicants following a competitive adjudication process according to established adjudication criteria.

Each criterion is allocated a specific number of marks. In order to be considered for funding, projects have to obtain at least 60 marks.

Nevertheless, the evaluation session and funding decisions depend on the level of competition and on the availability of the funds. Obtaining 60 marks or more does not automatically mean that you will be receiving the funds.

The order of classification of the projects, according to the marks allocated by the evaluators, will be published online within 6 (six) weeks from the application deadline. Only the names of the successful projects will be published.

The adjudication board may require clarifications from the applicant during the evaluation sessions; however, being contacted by the board does not mean that that project will necessarily be funded. All correspondence will be sent by the National Book Council's fund administrator.

Eligibility Criteria

Applications are first screened in terms of eligibility and are to be complete and include: the project description, a budget breakdown and the estimated timeframe. Applicants to the Publishing Grants category must be a publishing company registered in Malta. In the case of self-published books, the applicant must be a Maltese resident or citizen.

<u>Project description</u>

As part of the application, the applicant must write a brief description of the project.

The description of the publishing proposal should not exceed 1,500 words. The brief should include a description of its positioning in the Maltese publishing market. The project must be considered of relevant cultural value and should not be potentially commercially viable and self-sustainable if distributed in the local market via already established routes. The brief should explain why the project requires funding, alongside a justification of the funding provided.

The publication of coffee-table books, musical scores and books based solely on imagery or photography are excluded from the scheme.

The translation of books from Maltese to other languages and foreign-language books into Maltese is included in the Malta Book Fund (refer to Translation Grants guidelines and regulations).

Publishers and/or authors publishing their own book, either in print or ebook format or both, may apply for subsidies to publish one or more books. Applicants may submit more than one application under the same call, however only one of the applications can be funded per session.

Project costing - budget breakdown

The application should include a justification of the funding provided in the costing and a budget breakdown of the project in order to support your proposal. At application stage, provide copies of any relevant quotations that can give an indication of estimated costs (see downloadable budget breakdown table template - APP 3), with proofs of official quotes. Official documentation must be submitted in support of the budget breakdown of the project costs. These can be broken down as follows:

- research,
- writing,
- editing/proofreading,
- documentation,
- illustration,
- artwork,
- graphic design,
- printing,
- marketing,
- author and/or researcher payments.

You may fill in relevant entries only pertaining to the specific grant applied for. At final report stage, and if the grant is awarded, fill out the ‘actuals’ column of the budget breakdown and resubmit with invoices, receipts and other relevant documentation for each item listed in the budget. The budget must include amounts relating to secured, unsecured and other planned revenues. The unsecured amount requested from the Fund must be quantified and allocated as the ‘amount requested’ from the fund.

NB: Every budget must include both expenditure and income through other sources of funding. Other sources of funding and sponsorships (including sponsorships in kind) must be supported by relevant documentation.

Timeframes

The publication date for each winning project will be negotiated with the National Book Council upon the release of the winners’ list and established within the beneficiaries contract.

An estimated completion date of the project should be mentioned in the project brief and should not exceed 18 months from the date indicated in the beneficiary’s contract.

Ineligible projects

Applications for publishing grants in the following areas are ineligible for funding:

- textbooks, instruction manuals;
- yearbooks;
- works whose primary objective is party propaganda;
- coffee-table books, musical scores and books based solely on imagery or photography;
- novels and short-story collections which are commercially viable;
- children's books and any material specifically intended for an audience below the age of 18;
- expenses already covered by public cultural organisations, or another public funding programme managed or co-managed by the National Book Council, or any other public agency, government department or Ministry;
- retrospective costs;
- incomplete applications (please refer to mandatory documents checklist below).

Ineligible proposals in terms of the eligibility criteria listed above shall not be processed further and shall not undergo evaluation.

Adjudication Criteria

Each eligible application is evaluated against the adjudication criteria established in these guidelines and regulations. The criteria cater for many different initiatives that prove to be of cultural value, albeit not commercially viable, based on the evaluation of the adjudication board.

➡ The adjudication board may decide to fully or partially fund a particular project or application.
➡ The adjudication board will base judgment on the strength and completeness of each application.
➡ The adjudicating board may discriminate against applications so as to set funding targets for grants according to certain priorities that the adjudication board deems to be of importance in the current circumstances of the book market.
➡ The adjudication board's decision is final and non-contestable.
➡ Applicants may submit more than one application in each and every fund strand, however only one of the applications will be funded within that strand.

The Publishing Grants section of the Malta Book Fund has an annual total allocated budget of €50,000.

The grant may finance the research, writing, editing, documentation, illustration, artwork, printing, marketing and author and/or researcher payments. At the date of submission of the application, the project should already exist in the form of a detailed project plan, or a draft, or a completed manuscript. It must also carry a title. The scope and aim of the project must be provided, along with any details, references and bibliographies of the author and publisher.

Rules and regulations apply to the grant. The adjudicators will evaluate applications on the basis of the following criteria to reach a final assessment. The project description should elaborate on each of the three criteria, as outlined below:

1. Quality of the proposed project
2. Engagement with the publishing market
3. Management and feasibility

1. Quality of the proposed project – TOTAL: 40 MARKS

Projects which are of considerable cultural, educational and intellectual importance to society. The strength and thoroughness of the project, and the quality of the sample provided will be evaluated (a CV/Portfolio of the author and a sample of the work should be submitted with the application).(40 marks)

2. Engagement with the publishing market – TOTAL: 40 MARKS

Applications carrying a concrete vision behind the project, and which have a clear and defined end of where the project should lead to in terms of content, results and response to the target audience.

Details of the plan for researching, editing, publishing, printing, distributing, disseminating and promoting the work are needed. This criterion considers the level of detail and contacts already established supported with relevant documentation. (30 marks)

Relevance/cultural value of the work to be published to the target local market. This criterion requires knowledge of the market targeted and an explanation as to why that specific work is targeting the selected market. (10 marks)

3. Management and feasibility – TOTAL: 20 MARKS

The clarity of the application and the level of detail provided. (10 marks)

The applicant's ability to manage the project (including financial management) responsibly and successfully. (10 marks)

Preference is given to:

- Projects which may not be commercially viable despite their importance.
- Applications which provide a reasonable description of how and why their project is of cultural, educational, academic and literary value to society in general.
- Applications which are supported by third-parties via a legitimate written reference.
- Applications with realistic budgets and backed by official quotes.

A project of cultural value could be:

- Any project in prose, poetry, research and documentation which might distinguish itself by its quality and originality from previously published books with a similar theme.
- A literary or academic project which is of good quality, but so extensive and particular in scope that it needs the help of a very specialized editor in order to be brought to completion, or further research and work is needed by the author himself or herself to complete the manuscript.
- Any project which might be considered to be crossing boundaries in the local literary or academic fields, and which opens new avenues of opportunity for the local book scene and to society as a whole.

How to apply and deadline

Before submitting an application, applicants are strongly encouraged to read these guidelines and regulations very carefully.

The application form can be downloaded from ktieb.org.mt/malta-book-fund together with all necessary supporting documentation.

The call for applications closes on Wednesday 30 June 2022 at 12:00 noon.

Applications for the Malta Book Fund 2022 are also to be scanned and submitted by email to michael.mercieca@gov.mt using the subject line: Malta Book Fund 2022 - application [AND NAME OF APPLICANT].

A pack with four identical printed and signed copies of the application, bound in individual flat files or punch file folders, must still be mailed to the National Book Council offices at the address provided here (see FAQs for more details on how to submit the application). The application pack must be sent no later than the closing date specified above (date of postmark serves as proof).

The printed and signed complete application must be mailed to the National Book Council offices:

Malta Book Fund 2022 - application [AND NAME OF APPLICANT]
National Book Council
Bice Mizzi Vassallo Complex
Arnheim Road
Pembroke PBK1776
Malta EU

In case of difficulty, or for any queries regarding this fund, you can email us on matthew.borg@ktieb.org.mt. You can also call us on +356 27131574 from Monday to Friday between 09:00hrs and 16:00hrs.

Please note:

- It is your responsibility to present a complete application form as explained in these guidelines and regulations. If you do not present all the necessary information, then your application will not be processed as it will be considered ineligible.
- Whether you are applying as an individual or a company, please make sure you include the official address, contact number and e-mail address in your application. Also make sure you sign and date (date of completion of application) every document before making the identical and complete four copies of the application pack.
- Applications handed in or mailed/couriered after 12.00 (noon) of the aforementioned deadline cannot be accepted.

Mandatory Documents Checklist

The mandatory documents listed below need to be submitted together with the application form and are required for the pre-evaluation screening.

A decision on funding will be made based on the strength of the submitted information. Failure to provide any of these documents will render the application ineligible.

1. Complete, signed and dated Application Form specifying which grant is being applied for

2. Project proposal (1,500 words for publication projects)

3. Budget breakdown (including copies of relevant official quotes)

4. A copy of the applicant's ID card (front and back) or residence permit or citizenship certificate or passport.

5. Bibliographic references of applicant and/or author's proposed project if any.

6. Other relevant bibliographic references if any.

7. Author's CV/portfolio.

8. A sample of the work, if any.

9. The State Aid Declaration Form.

Other non-mandatory documents are:

10. Any references and/or press cuttings supporting the proposed project.

11. A list, if any, of any public funds awarded in the past.

Kindly note that it is your responsibility to submit all the necessary documentation, as outlined above, by the indicated deadline.

Upon request, National Book Council representatives can discuss details of the application process with the applicant prior to the submission date, but are not authorised to fill in any parts of your application OR to check your application form prior to submission.

Communication of Results

The results of each respective grant will be published online on www.ktieb.org.mt within eight (8) weeks from the application deadline. Only the names of the successful projects will be published with the order of classification of the projects, according to the marks allocated by the adjudication board. No other information on the evaluation process will be released.

On the day indicated above, applicants will receive the results notification from the National Book Council, including a copy of the order of classification of the projects, according to the marks allocated by the adjudication board according to the fund criteria.

Failure to qualify does not bar the applicant from applying again in the following call for applications with the same or a different project.

Processing of personal data

All information received by the fund administrators and adjudicators will be considered confidential, both during and after the evaluation process. Provisions on data protection and confidentiality for successful projects will be included in the grant agreement with the fund beneficiaries.

Enquiries

The decisions made by the adjudication board is final.

If you have any enquiries regarding the results, please email Matthew Borg at the National Book Council on matthew.borg@ktieb.org.mt within five (5) working days of receipt of your funding decision.

Please provide a detailed explanation and justification of the request supported by relevant documentation, if any.

You will normally receive a reply within fifteen (15) working days.

Project implementation and monitoring

If your application is approved and funded, you will be requested to sign a contract specifying the conditions of the fund. When accepting the grant, applicants accept that their name, the project title and the amount awarded can be published by the National Book Council.

50% (fifty per cent) of the total amount allocated by the adjudication board to a specific project will be awarded upon signing of the grant beneficiaries contract. The other 50% (fifty per cent) will be released following approval by the National Book Council of the final report, submission of the two copies of the publication, and submission and tallying of final invoices and receipts within the budget breakdown.

The Fund beneficiaries must use the National Book Council's logo on all related material and specify that the project was supported by the Malta Book Fund – in all marketing, PR and printed material. The grant received must be used solely for the purpose for which it was awarded, in line with the submitted proposal and the contract.

Beneficiaries must notify the National Book Council immediately if changes affecting the nature of the project take place during implementation. Changes cannot be implemented unless approval is received. The National Book Council reserves the right to revise or withhold the final payment if the change in the project is not considered to be in line with the initial proposal, or if the Council is not informed of the changes within a reasonable time.

Reporting

Upon completion of the project, applicants will be required to submit a detailed report (including invoices and receipts) highlighting the work carried out and the achievements of the project upon its conclusion, by not later than eighteen (18) months after signing the fund beneficiary contract. Together with this report, beneficiaries must submit 2 copies of the published book, and any relevant marketing, publicity or information material developed for the funded project.

The National Book Council retains the right to make use of submitted project material.

The information provided will be evaluated by the National Book Council fund administrators and, if this information is satisfactory, then the final 50% of the amount allocated by the fund will be granted. The amount will be adjusted based on the invoices and receipts received.

The National Book Council reserves the right to revise the final payment if the project was not delivered as indicated in the application form.

Likewise, the National Book Council retains the right to recover funds in case these are not being used and/or are misused and/or are not used according to the submitted proposal and budget.

Contact us
In case of difficulty, or for any queries regarding this fund, you can email us on matthew.borg@ktieb.org.mt. You can also call us on +356 27131574 from Monday to Friday between 09:00hrs and 16:00hrs.

Appendix I. Definition of terms used in the Malta Book Fund scheme

Adjudication board

The board of adjudicators, appointed by the National Book Council to adjudicate and distribute funds among applicants.

Applicant

Applicant is the Malta-based individual or a Maltese registered or international publisher, or legally recognised organisation applying for the grant.

Application

An application is a submission, inclusive of all mandatory documents and any annexes to the application form, made by an eligible applicant.

Author

A person who has published, or has had published, a minimum of one book, or a story or article in book form.

Beneficiary

The recipient of the grant. The beneficiary is responsible for the implementation of the proposal supported by the Malta Book Fund – Translation Grant.

Book

A printed publication that carries an ISBN.

Eligibility

Applications will first be screened in terms of eligibility. Proposals which are not considered eligible in terms of the set criteria will not be processed further and shall not undergo evaluation.

Grant

A grant may be a publishing, educational or foreign-promotion grant issued by the NBC.

Maltese books

Books in English or Maltese published in Malta and carrying a Maltese ISBN.

Melitensia

Books, electronic or not, published in Malta, or by Maltese authors, or about Malta, or in the Maltese language, or about any aspect of Maltese studies by any author.

New title

A new title is a book with more than 50% original content.

New edition

A new edition is the publication in modified form of a book previously published by the same or a different publisher.

- In contrast with a new title, a book is considered a new edition if more than 50% of its content is taken from the previously published book.
- In contrast with a reprint, a new edition must have at least one of the following: 1. substantial changes in the format or binding; 2. either substantial changes to at least 25% of the original written content or at least 25% new written content; or 3. substantial changes to the illustrations, other than on the cover.

For the purposes of this Fund, New Editions of Out of Print Works must be noteworthy for their cultural, literary, academic significance ("the purpose of the Fund is to subsidise quality publications of high cultural, educational and intellectual value that in the context of the local market are not seen as commercially viable and thus would otherwise remain unpublished"), and have been out of print for at least 20 (twenty) years fbefore the date of the publication of the current Malta Book Fund call, as well as having more than 50% of its content taken from the previously published book; have substantial changes in the format or binding, or either substantial changes to at least 25% of the original written content or at least 25% new written content, or substantial changes to the illustrations, other than on the cover.

Project

The book the applicant is planning to publish with funds from the Malta Book Fund.

Publisher

Person or group of persons who own a publishing house that has published a minimum of one book by one author.

Reprint

A subsequent printing of a book already published that preserves the identical text of the previous printing.

Textbook

A publication used as a standard work for the study of a particular subject at school (all levels).

Translator

A person who has translated a minimum of one translated book, or a story or article in book form, or can prove literary translation skillset.

Translation Grant

A grant awarded under category 1 or category 2 of the Malta Book Fund - Translation Grants supporting the publication of the translation of published literature identified by an ISBN (fiction, literary non-fiction, poetry, drama, biographies, academic works, and graphic novels).

Translation Pitch

In short, a book pitch (or proposal) should capture what the book is about and why people should be interested in reading it. You can pitch an agent in person at a meeting or conference, but a pitch can also be written out in the form of a query letter.

A book translation pitch is slightly different in that its interlocutor is the foreign rights agent or literary agent or foreign publisher. In general, pitches should be brief.

There's one other major difference between pitching a new book and a book in translation: how much of the book/translation you need to have written in advance and what type of material the pitch pack should include.

Your translation pitch letter for the purposes of this fund application (no more than 1,000 words) should include:

- An Advanced Information Sheet or AI (presentation of the book, press reviews, information on the author, purpose of the book (non-fiction) or plot details (fiction) and the main points or topics of the book in short paragraphs, information about the author (previous books, sales history, prizes, films based on their novels etc.);
- How you became interested in translating the specific book: an explanation as to why you are so enthusiastic about the book and why you think it is appropriate for that particular publisher (reference to other titles in their list) and/or market
- A sample chapter (around 3,500 words, enough to give a flavour of the book): the original excerpt to be translated if the funds are granted;
- Facts and figures: length, number of words/pages. Sales figures/bestseller placings in the country of publication and in translation in other countries (which you can obtain from the original publisher);
- Your own résumé (relevant translating experience and credentials of the translator, if any);
- Factors affecting the publisher's decision: how the book was received in its source publishing market and why it is suitable for the chosen target market; length; cost of translation of the whole book:
- BONUS INFO: Is the author alive, 'promotable', available for launch? Is the book part of a series? Is the country of origin fashionable? Can the editor read the language or will s/he need to rely on an outside reader/bridge translation? Links to social media pages or

author sites. Any other marketing material to be used to make the title in question as desirable as possible for foreign publishers

- Can you or who represents you fight for and win this book in an editorial meeting?
- Research outcome performed to identify foreign rights holder of the book.

Yearbook

A yearly publication containing information and statistics about the past activities.