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

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| **Application for KAMS Publication & Translation Support Program** | | | | |
| **A-1. Grant Information (Fill out)** | | | | |
| **Applicant Classification** | | **□ Writer → A-2. fill out ① □ Publisher → A-2. fill out ②** | | |
| **Grant Type** | | **□ Writing grant** | | |
| **Book Title** | |  | | |
| **Author’s Name** | |  | | |
| **Desired Grant Amount** | |  | | |
| **Contract Status** | | **□ Under agreement**  **□ Contract signed** | | |
| ※ Application for grant is possible only after confirmation of overseas publishing contract | | |
| Publisher’s Name:  Contact Information of Recipient : | | |
| **A-2. Applicant Information** | | | | |
| **①**  **Writer** | **Name** |  | | |
| **Date of Birth** |  | **Dept./Position** |  |
| **Address** |  | | |
| **Email** | *※ Email address of recipient* | **Mobile Phone** |  |
| **②**  **Publisher** | **Organization** |  | **(English)** | |
| **Year of Establishment** |  | **CEO/President** |  |
| **Address** |  | | |
| **Name of Recipient** |  | **Dept./Position** |  |
| **Email** | *※ Email address ofrecipient* | **Homepage** |  |
| **Phone** | **( )** | **Mobile Phone** | *※ 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 *※ 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** |  |  | | | |
| **Reasons for Application** |  | | |
| **‣ Project Introduction** | | | |
| **Book Title** |  | | |
| **Author** | *※ If a co-author exists, please note this 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** | *※ Summarize the proposed book in one paragraph. A summary of the manuscript and proposal shall be submitted separately.* | | |
| **Table of Contents** | *※ Fill in the table of contents.* | | |
| **Book Information** | No. of Pages (in A4) | |  |
| No. of Images | |  |
| **Project Schedule** | 1. Period of writing (inc. translation and proofreading) ( year month ~ year month)  2. Percent complete ( )%  3. Project schedule for writing (inc. translation and proofreading)  *※ Describe in detail from time of application submission to completion of English-language manuscript.*  *※ If the application is for a two-year project, devise the project plan based on a two-year frame, and interim status and performance reports shall be submitted after the first year.* | | |
| **‣ Expected Outcome after Publication** | | | |
| **Predicted Audience** | *※ Analyze the predicted readership for the books after publication.* | | |
| **Expected Outcome** |  | | |
| **‣Publisher Information** | | | |
| **Basic Details** | **Name of O’seas Publisher** |  | |
| **Name of Recipient** |  | |
| **Email** |  | |
| **Publisher Introduction** | *※ Give a one-page introduction of the publisher (detailed information shall be submitted separately in an introduction sheet on the overseas publisher).* | | |
| **Terms of Agreement with Publisher** | *※ Describe the terms of agreement with the publisher forthe publication using the latest information; be specific with items such as topics, configuration, schedule and budget.*  *※ If the applicant is a publisher, list the agreed items with the author.* | | |
| **‣ Budget Plan** | | | |
| **Budget Plan** | **No. of Pages: (A4, based on six pages of manuscript)**  **No. of Images: (estimated)**   |  |  |  | | --- | --- | --- | | **Category** | **Grant Amount** | **Items** | | ①Writing | Up to KRW 50 million | Up to KRW 180 per character, half of translation fee for proofreading  : KRW 216,000 per A4 page (in English based on 1,200 characters per page)  to go toward  Amount can differno. of book’ssand copies and |  |  |  |  | | --- | --- | --- | | **Fees** | **Budget (KRW/USD)** | **Applied Grant Amount (KRW/USD)** | | Manuscript |  |  | | Translation |  |  | | Proofreading |  |  | | Publisher Planning |  |  | | Total |  |  |   **※** Grant for writing includes writing of English-language and Korean-language manuscripts and translation, might not be applied concurrently with translation grant  ※ Manuscript fee can only be appropriated from the writing grant, and must take up a minimum of 35% of the total writing grant for Korean-language text and 60% for English-language text.  ※ Translation fee based on English-language text and can be adjusted per language  **※ Grant amount calculated based on application; payment of remaining grant can be affected if resulting publication differs from that described in application** | | |
| **‣ Checking Requirements of Selected Applicant** | | | |
| 1. The writing grant can be used for a continuous project lasting up to two years, and the project period’s deadline should be no later than February 2020. Failure to complete the agreed-upon work within the above period will automatically terminate the selection of the author and publisher and require a refund of the grant.  2. If the length of the manuscript fails to meet 80 percent of the planned volume after the completion of writing, this can affect the payment of the remaining grant balance.  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. | | | |
| The applicant ( ) has read the aforementioned requirements and fully understands and agrees to them.  Date: 2018  Name of Applicant : (Seal or signature) | | | |