

**Application for KAMS Publishing Korean Art:**

**Overseas Publication Support Program**

**(Writing Support)**

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| **Application for KAMS Publishing Korean Art: Overseas Publication Support Program** | | | | | | | |
| **A-1. Grant Information (Fill out the form according to applicant classification.)** | | | | | | | |
| **Applicant**  **Classification** | | | **□ Individual → Fill out A-2. ①**  **□ Institution/Organization/Publisher → Fill out A-2. ②** | | | | |
| **Program** | | | **Writing Support Program** | | | | |
| **Book Title** | | | *(Kor./Eng.)* | | | | |
| **Name of Author** | | |  | | | | |
| **Desired Grant Amount** | | |  | | | | |
| **Required Documents** | | | **□ Letter of agreement from overseas publisher**  **□ Publishing contract with overseas publisher** | | | | |
| ※ Only projects with confirmed contracts with overseas publishers are eligible for this program; the overseas publishing contract and a letter of agreement from the publisher must be submitted when applying.  ※ The grant will be paid to the overseas publisher upon selection through a mutual agreement. The overseas publisher’s written agreement to the terms of grant payment and program participation must be submitted. | | | | | | | |
| **Publisher Information** | | | Name of publisher:  Name of correspondent: | | | | |
| **A-2. Applicant Information** | | | | | | | |
| **①**  **Individual** | **Name** | | |  | | | |
| **Date of Birth** | | |  | **Title/Position** |  | |
| **Address** | | |  | | | |
| **Email** | | | *Applicant’s email address* | | | |
| **Phone** | | | **( )** | **Mobile Phone** | *Applicant’s mobile phone number* | |
| **②**  **Institution/**  **Organization/Publisher** | **Name** | | |  | | | |
| **Year of Establishment** | | |  | **CEO/**  **President** |  | |
| **Address** | | |  | | | |
| **Name of Correspondent** | | |  | **Title/Position** |  | |
| **Email** | | | *Correspondent’s email address* | **Website** |  | |
| **Phone** | | | **( )** | **Mobile Phone** | *Correspondent’s mobile phone number* | |
| **List of Submitted Documents** | | (Mark ■ or ⋁ where applicable.)  **1. Resume/Introduction Sheet**  **□** Application form (standardized format, in Korean and English)  **□** (Individual’s) Resume  **□** (Institution/Organization/Publisher’s) Business License, Publisher’s Certificate of Completion Report  **2. Publishing Contract**  **□** Publishing contract with overseas publisher  **□** Letter of agreement from overseas publisher (standardized format)  **□** publisher’s portfolio showing record of publication during past three years (focused on books on visual arts)  **3. Book to be Published**  **□** Table of contents and brief outline of each chapter  **□** Overview of the book (max. 5 pages)  **□** Proposal for publication  **□** A copy of the book, if published in Korea  **4. Other evidential documents** (1. / 2. / 3. ) | | | | |

**I hereby declare that all content in this application and the submitted documents are**

**true and correct to the best of my knowledge.**

**Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_2020**

**Name of Applicant: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(seal or signature)**

**To the chairperson of Korean Arts Management Service**

**※ Please don’t forget to sign above before submitting the application.**

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

° Purpose of collection and use of personal information: Implementing the KAMS Publishing Korean Art: Overseas Publication Support Program.

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

° Period of retention and use of personal information: Five years from the completion of the project (per Act on Personal Information Protection)

° Notice on right not to give consent: The applicant reserves the right to refuse consent to the collection of personal information, in which case, the application will face limitations.

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

**※ When filling out the application:**

· Expand the box and use more space than provided if necessary. Any application submitted using a format other than the provided standardized format risks being excluded from review.

· Fill out the application as faithfully as possible with information applicable to each field; applicants may also add desired information unspecified by the form.

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| --- | --- | --- | --- | --- |
| **Application *※ 20 A4 pages (max.)*** | | | | |
| **‣ Applicant Introduction** | | | | |
| **Introduction of Applicant/ Organization/**  **Publisher** | *※ Briefly describe your or your organization’s background, goals, major activities, objectives, and plans.* | | | |
| **Major Activities in Last 3 Years** | *※ List major activities in the last three years with emphasis on publication and writing of books on Korean art and activities related to public grants and competitions. If a project was funded by a grant, an evidential document regarding the budget should be attached.*  *※ List the activities of the organization or the lead author.*   |  |  |  | | --- | --- | --- | | **No.** | **Dates (Period)** | **Details** | | **1** |  |  | | **2** |  |  | | **3** |  |  | | | | |
| **Reason for Applying** |  | | | |
| **‣ Project Information** | | | | |
| **Book Title** | *(Kor./Eng.)* | | | |
| **Book Information** | **No. of Copies (to be) Printed** | | *※ Number of first edition prints must exceed 1,000* | |
| **Book Size** | |  | |
| **No. of Pages** | |  | |
| **No. of Images** | |  | |
| **Cover** | |  | |
| **Language** | |  | |
| **Miscellaneous** | | *※ List any information that can help determine publication schedule and feasibility of the budget.* | |
| **Author** | *※ If there are more than two authors, copy and paste the form below.*   |  |  |  |  | | --- | --- | --- | --- | |  | | | | | **Name** |  | **Date of Birth** |  | | **Title/Position** |  | **Role** |  | | **Address** |  | | | | **Email** |  | **Mobile Phone** |  | | **Major Research Achievements** |  | | | |  | | | |  | | | |  | | | |  | | | | **Name** |  | **Date of Birth** |  | | **Title/Position** |  | **Role** |  | | **Address** |  | | | | **Email** |  | **Mobile Phone** |  | | **Major Research Achievements** |  | | | |  | | | |  | | | |  | | | |  | | | | | | |
| **Book Overview** | *※ Introduce the book in one paragraph. A summary of the final manuscript shall be submitted separately*. | | | |
| **Table of Contents** | *※ Provide the table of contents. Outlines of each chapter shall be submitted separately.* | | | |
| **Project Period and Schedule** | 1. Project Period (writing, translation, and editing of the book) (Month/Year – Month/Year)  2. Current percentage of manuscript completion ( )%  3. Project Schedule (writing, translation, and editing)  *※ Briefly describe the overall timeline and progress of the project and elaborate on the schedule from the point of application submission to the submission of completed manuscript.*  *※ If applying for the two-year project, devise the project plan based on the two-year frame. An interim settlement and progress report shall be submitted at the end of the first year.* | | | |
| **‣ Publisher and Contract Information**  *※ The information below must be consistent with the content of the submitted contract and the publisher’s agreement.* | | | | |
| **Publisher Information** | **Name of Publisher (Country)** | | |  |
| **Name of Correspondent** | | |  |
| **Email** | | |  |
| **Publisher Introduction** | *※ Introduce the publisher in one page (publisher’s portfolio shall be submitted separately).* | | | |
| **Terms of Agreement with Publisher** | *※ Describe the terms of the contract with the publisher (conditions, book theme and outline, schedule, budget, etc.)* | | | |
| **Contract Information** | **Date of Conclusion** | |  | |
| **Term of Contract** | |  | |
| **Expected Date of Publication** | | **( Year Month)**  *※ 80 percent of the grant must be returned should the final book fail to be published within the expected date of publication as stated in the publishing contract.* | |
| **Total Estimated Budget** | | *※ Total estimated publishing budget* | |
| **‣ Plans for Promotion and Distribution** | | | | |
| **Anticipated Audience** | | *※ Analysis of the anticipated audience of the book* | | |
| **Distribution and Promotion Plans** | | *※ Detailed plans for sales and distribution of the book to anticipated audience*  *※ Plans for participating in book fairs and other promotional events*  *※ Plans for promotional writing (such as critiques and reviews) and distribution (including request plans for such writing and media for posting)* | | |
| **‣ Expected Impact of the Book and Future Plans** | | | | |
|  | | | | |
| **‣ Budget Plan** | | | | |
| **Budget Plan** | |  |  | | --- | --- | | **Grant**  **Amount** | **Support Scope** | | Up to KRW 50 mil. | 1. Writing: KRW 216,000 per one A4-size page   ② Translation: KRW 216, 000 per one A4-size page  \* Appropriation Basis: 480 English words per one A4-size page, up to 100 pages supported  \* The sum of writing and translation fees cannot exceed KRW 21,600,000.  \* Translation fee should exceed 70 percent of the sum of writing and translation fees.  ③ Editing: up to 50 percent of translation charge rate  ④ Publisher Fee: up to 10 percent of grant amount  ⑤ Any cost overrun is the responsibility of the applicant and publisher. |  |  |  |  |  | | --- | --- | --- | --- | | **Items** | | **Budget (KRW/USD)** | **Desired Grant Amount (KRW/USD)** | | Manuscript Fee  (Select 1 and fill out) | Writing Only |  |  | | Translation Only |  |  | | Writing + Translation | (Writing) | (Writing) | | (Translation) | (Translation) *※ Over 70 percent of the sum of writing and translation fees* | | Editing Fee | |  |  | | Publisher Fee | |  |  | | **Total** | |  |  |   ※ Writing Support Categories:  - Writing in a language other than Korean  - Translating a published book in Korean into another language  - Writing in Korean and translating into another language  ※ Desired grant amount cannot exceed 80 percent of the total writing budget. | | | |
| **‣ Requirements for Selected Applicant** | | | | |
| 1. Selected applicant must submit a finished manuscript and a project completion letter along with itemized statement within two years (by December 2021) after selection. Eighty percent of the grant amount must be returned should the project fail to be completed within the agreed timeline.  2. If the output has fewer pages than stated in the plan, KAMS can request for additional pages to account for the provided writing fee.  3. Upon publication, a statement that the book was published with 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. | | | | |
| Applicant (\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_) has read the aforementioned requirements and fully understands and agrees to them.  Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_2020  Name of Applicant: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (seal or signature) | | | | |