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| **Application for KAMS Publishing Korean Art:**  **Overseas Publication Support Program** | |
| **Application for KAMS Publishing Korean Art:**  **Overseas Publication Support Program** | | |
| **A-1. Grant Information** | | |
| **Applicant**  **Classification** | **□ Individual → Fill out A-2. ①**  **□ Institution/Organization/Publisher → Fill out A-2. ②** | |
| **Program** | **Publication Support**  **(□ Previously selected for the Writing Support Program)** | |
| **Book Title (Korean/English)** | (Korean)  (English)  \*In the case that the book title is not in English, please include title in its original language. | |
| **Name of Author** | (Korean)  (English)  \*In the case of multiple authors, please include all authors’ names. | |
| **Desired Grant Amount** | (KRW)  (USD or EUR)  \*Grant amount will be paid in KRW. Amount in USD or EUR is provided for reference purposes only. | |
| **Applied to Other Organizations/Programs?** | □ Yes (Names of Organization/Program: )  □ No | |
| **Contract Progress Status** | **□ Overseas publisher’s acknowledgement letter submitted**  **□ Signed publishing contract with overseas publisher submitted**  \*Applicant must have completed prior consultation with the overseas publisher on details pertaining to the project performance such as budget plan, project schedule, payment and execution of grant, result report submission as well as publisher requirements before submitting the publisher’s acknowledgement letter as mandatory.  \*With confirmed contract, both the acknowledgement letter and a signed copy of the publishing contract with the overseas publisher to be submitted.  Without confirmed contract, first submit the acknowledgement letter from the overseas publisher, and then submit the publishing contract by November 14. (Failure to submit the contract by said date will automatically terminate the selection.) | |
| **Publisher Information** | Name of Publisher (Country):  Name of Correspondent (email): | |

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| **A-2. Applicant Information** | | | | |
| **①**  **Individual** | **Name** | **(Korean)** | **(English)** | |
| **Date of Birth** |  | **Title/Position** |  |
| **Address** |  | | |
| **Country/City** |  | **Email** | *\*Applicant’s email address* |
| **Phone** | **( )** | **Mobile Phone** | *\*Applicant’s mobile phone number* |
| **②**  **Institution/**  **Organization/Publisher** | **Name** | **(Korean)** | **(English)** | |
| **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* |

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| **A-3 Checklist of Documents to be Submitted** | |
| **List of Documents to be Submitted** | (Mark ■ or ⋁ where applicable.)  1. According to type of applicant:  (Individual) Applicant’s resume **□**  (Publisher) Publisher’s introduction, registered publisher certificate **□**  (Institution/Organization) Organization’s introduction, business license **□**  2. Application form (**designated form**, Korean/English) **□**  \*Submit in HWP or MS Word.  3. Letter of agreement from overseas publisher (**designated form**) **□**  4. Publishing contract with overseas publisher (in original language and Korean translation) **□** \*Must include budget plan, terms of agreement, expected publication date, etc.  5. Table of contents, book overview, and brief outline of each chapter (max. 5 pages) **□**  6. Overseas publisher’s portfolio covering the last 3 years (emphasis on visual art publications) **□**  7. A copy of the book, if published in Korea **□**  8. 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: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_2021**  **Name of Applicant: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(seal or signature)**  **￭ 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 residing country/city 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 it. □ Yes / □ No** | |

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| **‣ Application Instructions** |
| |  |  | | --- | --- | | **List of Items** | 1. Applicant’s introduction (individual/organization/publisher’s introduction, major activities in the last 3 years, reason for applying, publication goals)  2. Project introduction (book title, book information, author, book overview, table of contents, project period and schedule)  3. Book information and contract information (publisher’s information, publisher introduction, terms of agreement, contract information)  4. Utilization and impact of the publication (anticipated audience, expected impact, distribution and promotion plans)  5. Budget plan  6. Requirements for selected applicant | | **[Note]**  · For font type and size, use **10-point** **Arial** or **Calibri**.  · You may use extra space to fill out the application if necessary. Applicants who fail to use the designated form may be excluded from the evaluation.  · Fill out the application as thoroughly as possible. You may add extra items you deem necessary to the budget plan even if not presented as example (max. 20 A4-size pages). | | |

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| **‣ Applicant Introduction** | | | |
| **Introduction of Applicant/ Organization/**  **Publisher** | \*Briefly describe your or your organization’s background, goals, major activities, objectives, and plans. Detailed introduction shall be submitted separately. | | |
| **Major Activities in Last 3 Years** | \*List major activities in the last three years with emphasis on the writing and publication 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** |  |  | | **4** |  |  | | **5** |  |  | | | |
| **Reason for Applying and Publication Purpose** |  | | |
| **‣ Project Information** | | | |
| **Book Title**  **(Kor./Eng.)** | (Korean)  (English)  \*In the case that the book title is not in English, please include title in its original language. | | |
| **Book Information** | **No. of Copies (to be) Printed** | \*Number of first edition prints must exceed 1,000. However, if the book is to be published as an e-book or open-source, first edition prints may be subject to negotiation. | |
| **Book Size** |  | |
| **No. of Pages** | ( pages [A4 size])  \*Number of pages excluding images must exceed 40 A4-size pages. | |
| **No. of Images** |  | |
| **Cover** |  | |
| **Language** |  | |
| **Miscellaneous** | \* (e.g.) If the book is to be published as an e-book, etc. | |
| **Author** | |  |  |  |  | | --- | --- | --- | --- | | \* If there are more than two authors, copy and paste the form below. | | | | | **(1)** | | | | | **Name** |  | **Date of Birth** |  | | **Title/Position** |  | **Role** |  | | **Address** |  | | | | **Email** |  | **Mobile Phone** |  | | **Major Research Achievements** |  | | | |  | | | |  | | | |  | | | |  | | | | **(2)** | | | | | **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** | \***Briefly** provide the table of contents. Outlines of each chapter shall be submitted separately. | | |
| **Project Period and Schedule** | 1. Project Period (Month/Year–Month/Year)  \*Describe in detail the entire publication schedule from **the writing of the manuscript, translation, and submission of completed manuscript to publication**.  \*If the project schedule is set to span multiple years, establishing a yearly execution plan is mandatory. A brief progress report covering the status of the project will be submitted in December of every year (designated form). Final manuscript must be submitted upon completion.  \*The following schedule serves as a reference for establishing the project schedule/progress plan and can be changed later depending on actual project progress.  **- Major Dates (Month/Year)**   |  |  |  |  | | --- | --- | --- | --- | | **Expected Manuscript Completion Date** |  | **Expected**  **Publication Date** |  | | **Expected Translation Completion Date** |  | **Expected Submission Date of the Published Book** |  |   **- Detailed Project Schedule**   |  |  | | --- | --- | | **Current Status of Project’s Progress** |  | | **Year 1** |  | | **Year 2** |  | | **Year 3** |  | | | |
| **‣ Book 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** | |  |
| **Website** | |  |
| **Annual Sales** | | (USD/No. of copies) |
| **No. of Books Published** | | Total: (2020: ) |
| **Country of Distribution** | |  |
| **Distribution Channel** | |  |
| **Distributor’s Information** | |  |
| **Publisher Introduction** | \*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** | **( Month Year)**  \*Eighty percent of the grant must be returned should the final book fail to be published within three years of selection or within the agreed timeline as stated in the publishing contract. | |
| **Total Estimated Budget** | \*Total estimated publishing budget | |
| **‣ Publication Utilization and Expected Impact** | | | |
| **Anticipated Audience** | \*Analysis of the anticipated audience of the book | | |
| **Expected Impact** |  | | |
| **Distribution and Promotion Plans** | \*Detailed plans for book sales and distribution 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 plans to request such writing and media for posting) | | |
| **‣ Budget Plan** | | | |
| **Budget Plan** | |  |  |  |  | | --- | --- | --- | --- | | **Grant Amount** | **Itemized Fees** | **Max. Allowable Requests** | **Calculation Standards** | | Up to KRW 50 mil. | English Manuscript Writing & Translation | KRW 21,600,000  (up to 100  A4-size pages) | KRW 216,000 per one A4-size page (480 words per one page)  \*This is the maximum allowable amount including the manuscript writing and translation fees. | | Proofreading | KRW 10,800,000 | May allocate up to 50 percent of translation fees | | Publication Expenses | KRW 50,000,000 | Costs incurred including , etc.  \*May allocate differentially based on the number of pages, images, and printed copies. | | Publisher Planning | Maximum 10 percent of the desired grant amount | |   \*Applicant must request itemized fees according to the stages of their own publication progress.  (e.g.) Manuscript writing, translation, proofreading, design, copyediting, printing, distribution/promotion, publisher planning fees, etc.  \***The total amount needed for publication must be listed in the budget.** The amount of the grant that may be applied is capped at 80 percent of the total publication budget. Alls are to theapplicant.  \*Grant amount will be provided in KRW. Amount in USD is provided for reference purposes only.   |  |  |  | | --- | --- | --- | | **Itemized Fees** | **Budget (KRW/USD)** | **Desired Grant Amount (KRW/USD)** | |  |  |  | |  |  |  | |  |  |  | |  |  |  | |  |  |  | |  |  |  | |  |  |  | |  |  |  | |  |  |  | |  |  |  | |  |  |  | | Total |  |  | | | |
| **‣ Requirements of Selected Applicant** | | | |
| 1. Selected applicant must publish the book within three years (by December 2023) after selection and submit 30 copies of published book a project completion letter with evidential documents such as itemized statements, proof of account transfer, etc. Eighty percent of the grant amount must be returned should the book fail to be published within the agreed timeline.  2. It must be specified on the copyright page that the publication received support from **the Ministry of Culture, Sports and Tourism and Korea Arts Management Service (KAMS)** (e.g., “this publication was supported by KAMS [Korea Arts Management Service]”) and include the organizations’ logos.  3. Press releases and promotional materials (articles, critiques, advertisements, recommendations, etc.) must be submitted upon publication of the book and sales reports must be submitted for three years thereafter. | | | |
| The applicant (\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_) has read the aforementioned requirements and fully understands and agrees to them.  Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_2021  Name of Applicant: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (seal or signature) | | | |