

**GRANT-AID SCHEME FOR THE TRANSLATION OF WORKS OF CYPRIOT
LITERARY WRITERS FROM GREEK INTO FOREIGN LANGUAGES**

APPLICATION FORM

Please send applications to the address:
Department of Contemporary Culture, Deputy Ministry of Culture
Ifigenias 27
2007 Strovolos -CYPRUS

I. APPLICANT:

1. Name:.....
2. Name and surname of contact person:
3. Country of residence/ operation:
4. Address:
5. Telephone:
6. E-mail:
8. Website:

II. APPLICANT'S BANKING DETAILS:

1. Bank name:
2. Address of bank branch:
-
3. IBAN number:
4. SWIFT CODE:

III. TRANSLATOR/PUBLISHING HOUSE:

1. Name and Surname:.....
2. Address:
3. Telephone:
4. E-mail:

IV. WORK TO BE TRANSLATED:

1. Work title:
2. Author:
3. Literary genre:
4. Place/year of first publication:
5. ISBN:

V. TRANSLATION:

1. Language into which the work is to be translated (target language):
2. The work has already been translated into the target language:

YES NO

3. Into which other languages has the work been translated?

VI. PUBLICATION DETAILS:

1. Number of pages to be translated:
2. Translation rate per page (in Euros):
3. Overall translation cost (in Euros):
3. Number of copies to be printed:
5. Foreseeable time of publication (month and year):
6. Publication data:
 - a. Dimensions:
 - b. Type of cover paper:
 - c. Inside pages paper:
 - d. Type of binding:

VII. AUTHOR'S RIGHTS (COPYRIGHT):

Please state the name of the person or persons to whom the royalties (author's rights) belong.

1. Name:
2. Address:
3. Telephone:

VIII. ATTACHED DOCUMENTS:

It is a **requirement** for this application to be accompanied by the following documents/ material (see also section 6 of the Scheme). Please check (✓ or X) for each attachment:

1. Copy of the registration certificate (along with its official and certified translation in either Greek or English) of the publishing business (applicant), issued by the office of the Registrar of Companies of the country where the applicant is established and operating.
2. List of publications published by the applicant during the last 3 years, with all relevant publication references (author, title, place and year of publication, number of copies, ISBN).
3. List of literary translations published by the applicant (with all relevant publication references - author, translator, title, place and year of publication, number of copies, ISBN) involving translations of literary works from foreign languages into the language of the country where the applicant is operating.

4. Document describing the applicant's organizational and business structure (organigram, market share in the local book market, targets with regard to further development and expansion of the programme of literary translations into foreign languages).

5. Detailed plan of actions and measures that will be taken in order to effectively promote, disseminate and market the publication to be translated in the local book market.

6. Translator's curriculum vitae, accompanied by a list of his/her previously published literary translations from Greek into the target language, with all the relevant publication references (author, title, place and year of publication, number of copies, ISBN and cover photos). Additionally, any further information that can contribute to the assessment of his/her professional profile (e.g. articles and any other contributions/translations in literary and scientific journals).

7. A copy (along with its translation into either Greek or English) of the original contract signed between the applicant (publisher) and the translator, which is essential to include the total amount of the fee to be paid by the former to the latter.

8. If the application is submitted by a publishing house based in a country where the target language is not spoken as an official language: The application form must be accompanied by a copy of the contract signed between the applicant and the associated body (publisher or book distributor based in a country or countries where the target language is spoken as an official language) providing for the promotion, dissemination and marketing of the publication there, once the translation has been completed and published.

9. The entire original text to be translated (Microsoft Word file, stored in a USB) should be attached if available. In cases where the text to be translated is not available in a readable and editable (in text form) electronic version, the applicant must convert it (via OCR – Optical Character Recognition) into a readable and editable text (as a Microsoft Word file, scanned and unedited). When the Word file is received by the Department of Modern and Contemporary Culture, it will not be saved on any computer, nor will it be transferred to any third party.

10. a. The rationale for the choice of the specific literary work and the profile of the intended readership (up to 250 words).

b. Regarding applications for the translation of collections of texts by various authors or selections from the works of a single author, it is essential to attach additional documentation in relation to:

i. The title to be given to the publication (i.e. of the collection/ selection).

ii. The name and capacity of the person who will be in charge of editing and writing the introductory note (if any).

iii. The rationale for the selection of the texts to be translated.

iv. The structure of the publication (sequence of texts).

v. The sources of the texts.

(It is provided that the texts that shall constitute the body of the collection/selection of works should be attached in readable and editable electronic file/files, see also point 9 above.)

11. Declaration of consent (dated and signed) by the author or owner of royalties (author's rights) for the translation of the work by the translator and for its publication by the applicant.

12. Written commitment by the applicant that a minimum of 1000 copies of the translated publication will be printed.

13. Written commitment by the applicant that the translator's name and the contribution of the Department of Modern and Contemporary Culture of the Deputy Ministry of Culture of Cyprus will both appear clearly in the publication.

14. Written commitment by the applicant that they have not submitted the same proposal for funding and have not secured funding from any other relevant national or European Grant-aid Schemes.

15. A written statement issued in accordance with Regulation 3(2) of the Control of State Aid (De minimis aid) Regulations of 2009 and 2012, R.A.A. 62/2014 (valid only for applicants based in Cyprus).

16. Five copies of the work to be translated (photocopies are accepted only in the case of collections/selections or works and works that are out of print).

.....
Name and surname and signature
of the legally authorised person

.....
(Stamp)

.....
Date