

L&F Literary Translation (strand 1.2.2) / Festivals (strand 1.3.6)

Note that **V.1** at the end of each heading refers to the relevant chapter in the official **Programme Guide**

TRANSLATION (Strand 1.2.2)

L1. Introduction **V.1**

The purpose of this strand is to stimulate the widest circulation of European literature among European citizens by supporting the translation of high-quality European literature into the different languages of the countries participating in the Programme. Applications made by publishers or publishing houses wishing to translate the works of authors who have won the European Union Prize for Literature are encouraged.

Furthermore, in order to foster European integration, special attention will be given to the circulation of literary works written in languages of countries that have joined the European Union since 2004.

L2. Deadline **V.2**

Applications may be submitted every year – by **3 February**.

L3. Eligibility

Who is eligible to apply? **V.3.1**

Eligible applicants must:

- be public or private publishing houses or publishing groups (they cannot be natural persons);
- have their registered legal seat in one of the *eligible countries*.

What projects are eligible? **V.3.2**

- An eligible project consists in the proposal of one or up to a maximum of ten works of fiction to be translated from one European language (the source language) into another European language (the target language).
- Only translation expenses are eligible.
- Only works of fiction are eligible, irrespective of their literary genre, such as, novels, tales, short stories, plays, poetry or comic strips. Non-fiction works are not eligible, e.g. tourist guides, autobiographies, biographies, essays or works related to human sciences (such as History, Philosophy, Economy etc.) and more generally works related to other sciences (such as Physics, Mathematics etc.).
- The original works must be written by authors who are nationals of or residents in a country taking part in the Programme with the exception of works written in Latin and ancient Greek.
- Works must have been previously published.
- Works must not have been previously translated into the target language.
- Selected applicants will have to demonstrate that they own the rights to the literary work(s) proposed for translation. This means that the applicant will have to provide the transfer of rights contract duly dated and signed before the signature of the legal commitment by the Executive Agency.

- The translation activities must start within the period indicated in the calendar set out in **Info-Sheet ALL**.
- The duration of the project shall not exceed 24 months. Duration must be understood from the start date of the translation of the 1st work until the publication date of the last translated work.
- The grant amount requested for a project must be between EUR 2 000 and EUR 60 000.

Eligible Languages **V.3.3**

Eligible languages are the official languages¹ of the *eligible countries* plus Latin and ancient Greek. The official languages referred to in this case are the official languages as defined by the Constitution or by the basic law of the respective country

Works of fiction to be translated shall comply with the following requirements:

- Translation shall be made from **one** European language into **one** target European language;
- Translation of national literature from one into another official language of the same country is not eligible;
- The target language is the translator's mother tongue (except in case of lesser-used languages if the publisher provides sufficient explanation).

L4. Documents Required **V.3.4**

The eligibility of a project will be assessed on the basis of the documentation requested under the eligibility criteria that are common to all strands of the Programme (see **Info-Sheet ASG**) and of the following documentation and materials to be provided by the applicants:

- copy of each original book proposed for translation; photocopies could exceptionally be accepted in the case of precious and rare works;
- *curriculum vitae* of the translators to be used;
- A declaration of honour signed by the legal representative of the applicant certifying that:
 - the works proposed for translation have been previously published;
 - the works proposed for translation have not been previously translated into the target language;
 - the works proposed for translation have been written by authors who are nationals of or residents in a country taking part in the Programme with the exception of works written in Latin and ancient Greek ;
 - the target language is the translator's mother tongue (Except in cases of lesser used languages if the publisher provides sufficient explanation);
 - the publishing house or publishing group commits itself to use the translator(s) envisaged in the application. Should the application be selected the applicant shall provide the Executive Agency with a copy of the contract between the publisher and the translator for each book proposed for translation.

¹ As defined by the Constitution or by the basic laws of the respective country.

- the translation activities will not start before September 1st of the year of application;
- the publishing house or publishing group owns the rights to the literary work(s) proposed for translation or will own the rights before the signature of the legal commitment by the Executive Agency. Should the application be selected the applicant shall provide the Executive Agency with a copy of the contract.

A model of the declaration of honour is provided for in the application form. The declaration of honour commits the applicant organisation to comply with the mentioned eligibility criteria. In case of selection and in case that these declarations are found not to be complied with, the grant allocated will be cancelled and the amounts already paid, if any, will have to be reimbursed.

L5. Award Criteria **V.4**

After the assessment of the *operational* and *financial capacity* of the organisation, the proposal will be evaluated on the basis of the following *award criteria* comprising qualitative and quantitative indicators:

The *award criteria* comprise qualitative and quantitative indicators and are as follows:

- (1) the extent to which the project can generate real **European added value** and the relevance of the activities to the **objectives** of the Programme
- (2) the extent to which the proposed activities are designed and can be carried out with a high **level of excellence**
- (3) the extent to which the results of the proposed activities will be appropriately **communicated** and **promoted**

Projects will be assessed on a scale from 0 to 100 points and will be ranked according to their merit.

The *award criteria* are:

1) **The extent to which the project can generate a real European added value (0-40 points)**

According to the objectives of the Programme, the proposed activities are supposed to enhance the cultural area shared by Europeans in the *eligible countries*. In this respect, the following criteria will be assessed;

- the extent to which the choice of works to be translated demonstrates an outlook that goes beyond local, regional or national interests;
- the extent to which the project aims at enhancing the knowledge of European literature by Europeans;
- the extent to which the project aims at encouraging the international circulation of literary works; In other words, the extent to which the project contributes to the mobility of European Literary works;
- the extent to which the project aims at encouraging inter-cultural dialogue.
- in order to foster European integration, special attention will be given to the translation of works written in languages of countries that have joined the European Union since 2004, by authors who are nationals of or residents of these countries;
- special attention will be given to the works of authors who have won the European Union Prize for Literature

2) **The extent to which the activities proposed are designed and can be carried out successfully with a high level of excellence (0-40 points)**

In order to meet the objectives of the Programme, translations also have to be carried out successfully with high quality standards. In this respect, the following questions will be assessed:

- the **literary quality** of the work to be translated;
- the **quality** of the publishing house as regard to its general publishing policy and its translation policy;
- the **skills and experience** of the professional translators;
- the **quality of the application**: seriousness and completeness of the application, clarity and relevance of proposed methodology, clarity and feasibility of the proposed timetable of implementation, overall consistency of the budget and coherence and costs effectiveness of the budget breakdown relevant to each work proposed for translation.

3) **The extent to which the results of the proposed activities will be appropriately communicated and promoted (0-20 points)**

In this respect, the following criteria will be assessed:

- the **relevance of the communication plan** with regard to the type of project, the target audience and the objectives of the Programme;
- the **number of translated copies** which will be published, taking into account the size of the country or countries where the translated work is to be published and the average readership level for the genre concerned.
- the **methodology** used to ensure the visibility of the proposed activities, the detailed communication / dissemination / promotion plan and the various promotional tools (such as website, press and brochures).

L6. Financial Conditions **V.5**

Calculation of the grant:

- the grant is calculated on the basis of a predetermined flat rate that applies to the following genres of fictional literature: novels, tales, short stories, plays, comic strips, etc.;
- in the case of works of poetry only, the grant is calculated on the basis of a detailed budget; in this case, the grant may cover the cost of translation, provided that the said cost does not exceed 50% of the total cost of translating and publishing the book or books in question.

Flat Rate Based Financing² **V.5.1**

The grant shall correspond to the amount resulting from multiplication of the number of pages in the original work by the rate for each target language.

The rates have been fixed at a level that does not incur the risk of generating profit or exceeding the general ceiling fixed in the Culture Programme 2007-2013 (i.e. 50% of the translation and publication costs of a literary work). Flat-rates per target language have been calculated on the basis of actual costs of translation per page of 1500 characters without space. The rates differ per target language. The rates are regularly updated.

Flat rates applicable to the languages of the countries taking part in the programme³ are the following (shown here in alphabetical order of the language codes):

Language	Code	Rate per page in EUR
Bulgarian	BG	12.6
Czech	CS	12.68
Danish	DA	15.77
German	DE	25.14
Greek	EL	18.49
English	EN	24.61
Spanish	ES	21.28
Estonian	ET	18.22
Finnish	FI	24.75
French	FR	23.89
Gaelic	GA	26.04
Croatian	HR	15.13
Hungarian	HU	18.18
Icelandic	IS	33.7
Italian	IT	27.87
Lithuanian	LT	15.73
Latvian	LV	17.05
Maltese	MT	17.20
Dutch	NL	23.38
Norwegian	NO	24.04
Polish	PL	16.15
Portuguese	PT	16.25
Romanian	RO	9.06
Slovakian	SK	12.68
Slovenian	SL	15.13
Serbian	SR	15.13
Swedish	SV	28.99
Turkish	TR	8.37

A grant calculator in the application form calculates the maximum grant automatically. A simplified budget forecast has to be submitted. No detailed financial statement of costs is required with the final report.

² This type of co-funding is subject to a decision of the Commission.

³ The rates cover all other official languages of the countries concerned. Example: for Catalan and Basque, the Spanish rate applies.

An example: calculation of the total grant:

- one book in Romanian language with 350 pages (1500 characters without spaces) to be translated into Dutch NL: 350 x 23,38 (flat rate for Dutch NL): The total calculated grant is EUR 8.183.

Budget Based Financing for Poetry Only V.5.2

The grant amount is calculated on the basis of a balanced, detailed budget estimate, expressed in EUR, clearly showing the translation costs for each book. It covers translation costs provided these costs do not represent more than 50% of the total operating costs.

Eligible direct costs

The only eligible costs are those relating to the actual payment to the translators, fees or actual salaries plus social-security charges and other statutory costs included in their remuneration, provided that these costs do not exceed the average rates corresponding to the usual remuneration policy of the *beneficiary*.

L7. Payment Arrangements V.7

*N.B. If a bank guarantee is required, the conditions governing the payment procedures below will differ. See **InfoSheet FIN** for more details.*

Pre-Financing V.7.1

For a grant equal to or exceeding EUR 20 000, a pre-financing payment representing 70% of the awarded grant is made in accordance with the procedure described in **InfoSheet FIN**.

Final Payment V.7.2

The Executive Agency establishes the amount of the final payment on the basis of the final report. The documents required for final payment are as follows

a) Flat rate based financing:

- the final report to be completed for each translation, which must indicate the name of the translator;
- One copy of each translated and published work.

b) Budget based financing for poetry only:

- the final report to be completed for each translation, which must indicate the name of the translator.
- The final financial statement, including supporting documents, indicating clearly the amounts with and without VAT;
- One copy of each translated and published work.

For poetry only:

If the *eligible costs* actually incurred by the *beneficiary* during the action are lower than anticipated, the Executive Agency shall apply the rate of co-financing, quoted in the Grant Decision, to the actual eligible costs incurred.

FESTIVALS (Strand 1.3.6)

F1. Introduction VI.1

The purpose of this strand is to support European cultural festivals with a view to:

1. encouraging exchanges of experience through the mobility of European professionals in the cultural field
2. promoting the circulation of cultural works by giving access to non-national European cultural works to the largest possible audience
3. promoting intercultural dialogue

F2. Annual or multi-annual support VI.2

Organisations can choose to apply for either of the following types of grant:

(a) support for one edition of the festival (every year until 2012)

Organisations may submit an application for an annual grant every year until the end of the Programme (please see the calendar in **Info-Sheet ALL**).

Organisations which receive a multi-annual grant through a partnership do not have to apply for an annual grant for the duration of the partnership.

(b) support for three editions of the festival - partnership (for three years, 2011-2013)

Organisations wishing to establish a long-term cooperation relationship with the Executive Agency are invited to submit an application for a partnership. The next application date for such a partnership is 2010. The partnership formalises the organisation's relationship with the Executive Agency for three years, from 2011 to 2013, to enable it to achieve its long-term objectives.

Organisations that wish to apply for a partnership should submit, in addition to a detailed annual application for the first 12 months (i.e. for the 2011 financial year), a three-year action plan setting out the objectives, priorities and expected results (achievements) for the period 2011–2013 as well as the strategy and the actions to be implemented to ensure that the objectives and results are achieved. The action plan should provide in particular a breakdown of the objectives/results and actions for each of the three years.

In 2012 and 2013, the selected organisation will, at the request of the Executive Agency, submit a simplified application for a grant with a detailed application and the corresponding budget for 2012 and 2013. The application agreed on jointly by the two parties will serve as the basis for the award of the specific operating grant for the relevant year.

If the same organisation decides in 2010 to submit applications under the two options (a) and (b) described above, and if these two applications are both selected, priority will be given to the partnership.

F3. Submission of applications VI.3

- Applications for an annual grant: applications are possible every year up to 2013 – the deadline is 15 November
- Applications for a three-year partnership agreement: applications can only be made by 15 November 2010.

F4. Specific eligibility criteria VI.4

To be eligible, applications must meet the specific criteria enumerated below. For the eligibility criteria that are common to all strands of the Programme, please refer to Chapter II.2.1.

Eligible applicants VI.4.1

Applicants must be public or private organisations with legal personality whose main activity is in the cultural field (areas of cultural or creative activity) and whose head office is in one of the countries taking part in the Programme. Their main activity must consist of festival organisation.

Please note that **film festivals are not eligible**, as there is a specific support dedicated to film festivals within the **MEDIA** Programme.

Eligible projects VI.4.2

Only festivals having held **at least five editions** on the date on which the application is submitted are eligible.

The programming of the previous year and the provisional programming of the year for which the support is asked must include works from **at least seven countries**

To be eligible, projects must also:

- have a duration of no more than 12 months and support one edition of the festival;
- be the subject of an application requesting a grant of no more than EUR 100 000;
- be the subject of an application containing a balanced budget, i.e. one in which expenditure equals receipts, and adhere to the ceiling for co-financing by the European Union, set at 60% of the total *eligible costs*.

F5. Selection criteria VI.5

Operational and financial capacity

(Please see **Info-Sheet ASG** - Selection Criteria)

What are the award criteria? VI.6

Awarding of a grant is not only dependent on the examination of the eligibility and exclusion criteria and the *operational* and *financial capacity* of the organisation(s).

The final selection decision will be determined in particular on the basis of the *award criteria*. The *award criteria* comprise qualitative and quantitative indicators and are as follows:

1. European added value and European dimension of the proposed activities
2. Quality and innovative nature of the programming
3. Audience impact
4. Participation of European professionals and quality of the exchanges foreseen between them

Projects will be assessed on a scale from 0 to 100 points and will be ranked according to their merit.

(1) European added value and European dimension of the proposed activities (0-25 points)

With regard to this award criterion, the cultural and geographic diversity of the programming will be taken into account, namely the proportion in the programming of works from countries participating in the Programme and the number of countries represented in the programming

(2) Quality and innovative nature of the programming (0-25 points)

Will be taken into account: the scale, the nature and originality of the programming with regard to other European festivals, the programming structure as well as the innovative aspect of actions carried out in terms of the development of the applicant's festival with regard to other European festivals.

(3) Audience impact (0-25 points)

Will be taken into account: the scale of the audience and the actions implemented towards the audience in order to promote European works to the public.

(4) Participation of European professionals and quality of the exchanges foreseen between them (0-25 points)

Will be taken into account: the size, the nature and diversity of professional attendance.

F6. Financial conditions VI.7

Support under this strand will be allocated following the procedure of focused management.

Under this procedure, although the decision to award a grant is taken on the basis of an assessment of the whole action and a corresponding global budget is submitted, only costs relating to the European dimension of the action are eligible.

The following categories of costs are eligible:

1. Costs related to the presentation of European non national works (such as scenery, costumes, translation and sub-titling costs etc.)
2. Travel and accommodation costs for professionals and amateurs accompanying a European non national work (artistic, technical and management teams)
3. Fees for artists performing in European non national works
4. Costs relating to the organisation of workshops between European professionals (limited to 15% of the eligible costs)
5. Costs relating to the development, translation, printing and dissemination of the official catalogue and brochure.
6. Communication costs (website, media plan,...) (limited to 15% of the eligible costs)

The applicant must provide a full budget for the entire action, including a financing plan and the budget of eligible costs to be financed by the Culture Programme

The awarded grant is calculated on the basis of the estimated eligible costs and can cover up to **60%** of the *eligible costs*.

Use of Grant Agreement or Grant Decision VI.8

Grant Agreements are used (see *Info-Sheet FIN*).

F7. Payment arrangements VI.9

Pre-financing VI.9.1

N.B. *If a bank guarantee is required, the conditions associated with the payment arrangements here below are not the same (for more information on guarantees, see Info-Sheet FIN).*

The pre-financing payment corresponding to 70% of the awarded grant shall be made in accordance with the procedure described in *Info-Sheet FIN* is within 45 days following the date on which the Agency signed the *Grant Agreement*.

Final payment VI.9.2

The Executive Agency shall establish the amount of the final payment on the basis of the final report.

In order to receive the final payment, the *beneficiary* must submit a final report by the deadline specified in the *Grant Agreement*. The final report shall contain a final technical implementation report, thereby providing a full account of the results of the project, as well as a final financial statement including a list of invoices. Please refer to *Info-Sheet FIN* for the rules governing the certification of final financial statements.

Copies of the project products (i.e. publications, posters, invitations, DVDs, CD-ROMs, T-shirts, etc.), as well as any publicity material, shall be submitted together with the final report.

A pre-formatted document for the technical implementation report which helps structure and target the relevant information, as well as an automatic tool which links up the final financial statement with the list of invoices and facilitates the calculation of costs, are provided on the website of the Executive Agency for the use of *beneficiaries*.

If the *eligible costs* actually incurred by the beneficiary during the period of eligibility are lower than anticipated, the Executive Agency shall apply the rate of co-financing quoted in the *Grant Agreement*. This may lead to a reduction of the awarded grant.

Where applicable, the *beneficiary* will be required to reimburse any excess amounts paid by the Executive Agency.

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includes links to official EC / EACEA webpages

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Other websites that may be of interest:

- euronews.culture.info
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