

GRANTS AND PRIZES AWARDED BY THE ITALIAN MINISTRY OF FOREIGN AFFAIRS AND INTERNATIONAL COOPERATION

FREQUENTLY ASKED QUESTIONS

PLEASE NOTE

This document made by the Italian Cultural Institute in Stockholm:

- a) is merely unofficial and not valid for any legal purpose, and
- b) is solely intended to allow the British public to better understand the content of the “Bando per la richiesta di contributi e premi per la divulgazione del libro italiano e per la traduzione di opere letterarie e scientifiche, nonché per la produzione, il doppiaggio e la sottotitolatura di cortometraggi e lungometraggi e di serie televisive destinati ai mezzi di comunicazione di massa – Anno 2020”.

For legal purposes, the Italian text of the aforesaid “Bando” will be held binding.

WHAT ARE THEY?

Every year the Ministry of Foreign Affairs and International Cooperation promotes the dissemination of Italian works abroad by granting subsidies for the translation of Italian books and the dubbing/subtitling of Italian short and feature films and TV series.

There are two types of contributions.

GRANTS, which are given for:

- The translation and/or distribution of Italian fiction and non-fiction works, in printed and/or digital format (e-book), the publication of which is foreseen not before 1st August 2020;
- The production, dubbing or subtitling of Italian films, short films and TV-series intended for mass media circulation, the release of which is foreseen not before 1st August 2020.

PRIZES, which are given for:

- The translation and distribution of Italian fiction and non-fiction works, in printed and/or digital format (e-book), which have already been published before the application is submitted, but not before January 1st 2019;
- The production, dubbing or subtitling of Italian films, short films and TV-series intended for mass media circulation, which have already been produced, dubbed or subtitled before the application is submitted, but not before January 1st 2019.

WHO IS ELIGIBLE TO APPLY?

Publishers, translators, producing firms, dubbing firms, subtitling firms, distributions firms and international entities, based either in the UK or abroad, can submit an application.

HOW CAN I APPLY?

Applications can be submitted to the Italian Cultural Institute in Stockholm subject to the condition that the work, which has been or is going to be translated, will be promoted and distributed in the Institute's area of competence, that is in England and/or Wales.

Applicants will have to fill out the application form and send it in original, together with the necessary documentation, via recorded delivery, or deliver it by hand, to the following email address:

iicstocolma@esteri.it

The application form is downloadable from the Italian Cultural Institute website. It is available and can be filled out either in English or Italian.

WHAT IS THE DOCUMENTATION REQUIRED FOR A GRANT APPLICATION?

If you are applying for a GRANT, you must include:

- The application form, filled out in all respects;
- A short description (max. 3,000 characters including spaces) of the intended use of the work after its publication and the distribution channels, including fairs and book fairs, through which the work could be appropriately promoted;
- The expected time schedule for the publication and distribution of the work;
- A full and detailed description of the use of grants received in the past (only for applicants already awarded grants by the Italian Ministry of Foreign Affairs and International Cooperation in the last 3 years);
- The CV of the translator, as well as a copy of their signed contract with the foreign publisher or producer promoting the initiative;
- Short business plan presenting the costs of the work, including:
 - the unit cost (per page, per word, per minute, etc);
 - the total cost in Euro;
 - the minimum grant amount required for the purposes of accepting the grant;
 - the expected print run;
- For the translation of fiction and non-fiction books, a copy of the front and back cover of the original Italian book;
- Copy of the contract for the acquisition of authorial copyright, duly signed by the Italian copyright holder (publisher or producer) and by the purchaser of the copyright for the realisation of the project for which the grant application is being submitted. Alternatively, a letter of intent by the foreign publisher / producer to the Italian publisher / producer, expressing the intention and commitment to acquire the copyright (if awarded, the grant will

only be paid on presentation of the relevant documentation confirming that the copyright has been acquired). Such contract / letter is necessary also in the case of a costless acquisition.

In addition to the requirements listed above, the following further documentation is required for the application for grants for the production, dubbing and subtitling of films, short films, documentaries and TV-series intended for mass media circulation:

- DVD or link to the work which is to be produced, dubbed or subtitled;
- CV of the subtitles' translator, CV of the dubbing director, CV of the adapter.

WHAT IS THE DOCUMENTATION REQUIRED FOR A PRIZE APPLICATION?

If you are applying for a PRIZE, you must include:

- All documents required for the application for grants, with the exception of the expected time schedule;
- The text translated and published in the foreign language or the TV-series or film realised / dubbed / subtitled on digital medium;
- The signed contract attesting the acquisition of the copyright.

IS THERE A DEADLINE FOR SUBMITTING AN APPLICATION?

Yes, applications must be submitted **on or before 30th April 2020**.

WHEN WILL APPLICATIONS NOT BE TAKEN INTO CONSIDERATION?

- GRANTS applications for works already published, distributed, translated or dubbed on the date on which the application has been accepted and the grant awarded;
- PRIZE applications for works published, distributed, translated or dubbed before January 1st 2019;
- GRANT applications requiring a contribution which is higher than the cost of the whole project;
- GRANT applications stating that the contribution is a binding condition for the fulfilment of the translation;
- Applications submitted by different means than the ones laid out in the Announcement or missing the complete requested documents, and / or submitted through a different form than the one attached to the Announcement or not filled in all respects,

will **not** be taken into consideration.

WHEN WILL I HEAR ABOUT THE OUTCOME OF MY APPLICATION?

Applications received by the Italian Cultural Institute will be forwarded to the competent office of the Italian Ministry of Foreign Affairs and International Cooperation via the Italian Embassy, and evaluated by the Advisory team for the promotion of Italian culture and language abroad – publishing section.

In due course, this office will notify the Italian Cultural Institute in Stockholm which applications have been awarded a GRANT or PRIZE and, in turn, the Institute will inform the applicants in writing. While it's not possible to indicate exactly how much time this procedure will take, since it does not depend on the Institute, awards are usually announced by September each year.

WHEN AWARDED A GRANT, WILL I BE OFFERED THE FULL AMOUNT OF MONEY REQUESTED IN THE APPLICATION?

The amount of the offered GRANTS depends on the available resources, also in relation to the number of applications received. It is possible that an applicant will not be awarded the full amount of money requested. As mentioned above, applicants are required to specify the minimal amount under which the grant will not be accepted.

CAN A PUBLISHER SUBMIT MORE THAN ONE APPLICATION?

Yes, it is possible for a publisher to submit more than one application. However, considering the available resources, applicants are recommended to restrict applications to the most notable ones.

WHEN WILL I RECEIVE THE PAYMENT?

Payments of GRANTS are subject to the acknowledgement by the publisher on the translated and published book, where the following caption must be printed both in English and Italian: “This book has been translated thanks to a contribution awarded by the Italian Ministry of Foreign Affairs and International Cooperation” / “Questo libro è stato tradotto grazie a un contributo offerto dal Ministero degli Affari Esteri e della Cooperazione Internazionale italiano” or a similar phrase.

For other forms of creative work for which a GRANT application has been made, a similar proof is required, attesting that the same caption has been included in the work and is therefore visible to the public (e.g. photograph or video excerpt in case of dubbing or subtitling).

In order to start, and speed up, the payment procedure it is therefore essential that the publisher sends to the Italian Cultural Institute in Stockholm:

- Copy of the front and back cover of the translated and published book;
- Copy of the page which bears the caption mentioned above;

Following the submission of these documents, the Ministry of Foreign Affairs and International Cooperation will issue the payment and send it to the Italian Cultural Institute in Stockholm, which will transfer it to the publisher's account. While it is not possible to indicate exactly how much time the whole process will take, since it does not entirely depend on the Institute, payments are usually made within three months from the receipt of the aforesaid documents.

Payment of PRIZES is made from the Ministry of Foreign Affairs and International Cooperation to the Italian Cultural Institute in Stockholm within thirty days from the registration of the grants and prizes assignment decree. The Institute, in turn, will transfer it to the publisher's account as soon as possible.

CAN A GRANT BE REVOKED?

Yes, the award of a GRANT shall be revoked if the work is not published, translated, produced, dubbed or subtitled within a three-year period from the day on which the beneficiary of the grant was notified of its award.