**The Slovenian Book Agency,** Metelkova 2b, 1000 Ljubljana, on the basis of the Book Agency Act of the Republic of Slovenia (UL RS, Official Gazette of the Republic of Slovenia, Nos. 112/2007, 40/2012 and 63/2013), the Act for the Public Interest in Culture of the Republic of Slovenia (UL RS, Official Gazette of the Republic of Slovenia, Nos. 77/07-UPB, 56/08, 4/10, 20/11, 111/13 and 68/16), the Rulebook on the procedural execution of public tenders and public calls in culture of the Republic of Slovenia (UL RS, Official Gazette of the Republic of Slovenia, Nos. 107/15 ) and the Rulebook on expert commissions of the Slovenian Book Agency (UL RS, Official Gazette of the Republic of Slovenia, Nos. 73/16) herewith **publishes the**

**Call for proposals for funding of cultural projects to co-finance the printing costs of translations of original Slovene works in foreign languages for the year 2024**

(referred to as JR5–TRUBAR–2024)[[1]](#footnote-1)

**1. Name and adress of the call orderer**

Slovenian Book Agency/Javna agencija za knjigo Republike Slovenije (JAK), Metelkova 2b, 1000 Ljubljana, Slovenia.

**2. The main objectives of the call**

The objective of the call is the selection of applicants for the co-financing the printing costs of translations of original Slovene works or works, written in other languages, when author is a part of Slovenian cultural environment, in foreign languages for the year 2023 based on the stipulations of this call for applications and the fulfilment of the criteria and conditions stated under points 7 and 8.

**3. Priorities of the call and its limitations regarding the number of selected co-financed applicants:**

The Slovenian Book Agency will support the proposed projects of publications in accordance with the following long-term priorities and objectives:

* support for first publications of works, originaly written in Slovene language translated into foreign languages, or works, written in other languages, when author is a part of Slovenian cultural environment;
* promoting and winning recognition of Slovene authors and their works abroad; in line with the above the aim is to increase the number of issues in French, German, Italian and English;
* long term support for translation, publishing and promotion of Slovene literature abroad.

An individual applicant may submit a maximum of three (3) individual book projects within the framework of this call.

**4. The co-financing time frame and eligibility criteria of the call**

In the framework of this call the selected applicants will be awarded a co-financing budget sum for **book publications** which will be published **between 15 November 2023 and 15 November 2024.**

In the framework of this call JAK will co-finance the printing costs of first editions in foreign languages of authors whose original work is created in Slovene or works, written in other languages, when author is a part of Slovenian cultural environment, in the fields of literarture and human science for adults, young adults and children (including silent books, graphic novels and comics) as well as essays and reviews from the field of culture and art (specifically excluding support for publication of text books, scientific monographs, exhibition catalogues, cookbooks and self-help manuals).

Eligible applicants are legal entities (publishers) registered abroad, who intend to ensure the publication of the first translation of a literary work, originaly written in Slovene language, or work, written in other languages, when author is a part of Slovenian cultural environment.

**5. Financial value of the call JR5–TRUBAR–2024, the execution of the co-financing procedures, the eligible time-frame of the co-financed budget use and possible changes or cancellations of the co-financing agreement**

The estimated value of the public call JR5–TRUBAR–2024 is **92,000.00 EUR**.

Funds granted within the framework of this call should be used in 2023 or within the payment deadlines that will be determined by the current law on budget implementation of the Republic of Slovenia and the grant agreement.

The Book Agency reserves the right not to distribute all funds available.

In the first phase of implementing the public call the Book Agency (JAK) will verify the applicant’s qualification, in the second phase the relevant expert committee will evaluate the applications based on the criteria of the call and, based in these evaluations, JAK will issue its decision on the applicants selected for grants for 2023 and the amount of funds granted for the selected book publishing projects.

If JAK, based on regular or exceptional checks of the co-financed cultural project discovers that the chosen book publishing project has, either in its entirety or partially, not been carried out, or that the execution is inconsistent with the submitted application or contract, inadequate or at an insufficient level, that the actual cost of the project differs from the documentation enclosed with the application or the entered contract on co-financing a cultural project, or that the applicant has not fulfilled other obligations speculated by the contract, JAK can demand a partial or complete return of the funds already paid out including any statutory interest rates and can cut funding for the project chosen from the public call for proposals.

If during the implementation of the procedures of this public call for proposals the amount of funds allocated in the state budget for JAK’s co-financing is reduced to the extent that it no longer guarantees the fulfilment of the objectives of the public call for proposals, JAK reserves the right to stop the process of the public call and in cases of already issued decisions issue replacement decisions with which it appropriately amends the level of financing cultural projects or changes or interrupts any contracts on co-funding cultural projects already entered.

All risks in implementing the cultural project prior to a decision being issued and the contract on co-financing the selected cultural project being signed are born by the applicant.

**6. Budget and eligible costs**

**Eligible costs** include exclusively **the printing costs.**

JAK will offer a support of **up to 70%** of all eligible costs for a project and **up to 3,000.00 EUR for an individual project.** Costs of translation, proof reading, editing, design, book setting and distribution are not eligible costs.

The value of costs considered eligible are those costs shown on an invoice or other appropriate accounting documents.

The application must include a projected financial structure of the applicant's cultural project, showing all the income and expenditure necessary for the implementation of the cultural project applied for. The financial structure presented must be balanced (revenue = expenditure) and sufficiently detailed to allow for the identification, monitoring and control of the projects applied for.

The applicant is not allowed to receive financing from other sources for the amount of the costs that are subject of co-financing and have been claimed from JAK as eligible costs, (the prohibition of double financing applies)[[2]](#footnote-2). If JAK establishes that the applicant has received funding from other sources or that funds have been granted for the same eligible costs, the contract on funding can be canceled, and the beneficiary will be obliged to repay to JAK all amounts unduly paid including the relevant interest accumulated from the date of payment until the date of repayment.

**7. Conditions for the participation in the public call JR5–TRUBAR–2024**

**7.1 General conditions**

The applicants shall meet the following general conditions:

* shall observe all contractual obligations and shall have no further liabilities to JAK at the time of the application;
* shall be the only applicant submitting the application for this project in the public call JR5–TRUBAR–2024;
* shall apply to the public call JR5–TRUBAR–2024 only once with this project;
* shall take into account the definition of the priorities and objectives specified in articles 3 and 4 of this call;
* the translated work which is being applied for hasn’t received financing from other sources for the same costs that are subject of co-financing and have been claimed from JAK as eligible costs (prohibition of double financing applies)[[3]](#footnote-3);
* the application shall be turned in by an eligible legal person, it shall be turned in by the due date and in agreement with the instructions specified in article 10 of this call.

**7.2 Specific conditions**

The applicants shall meet also the following special conditions:

* they are legal entities, **registered abroad who** intend to ensure the publication or performance of the first translation of works, originaly written in Slovene language, or first translation in to foreign langauge of the work, written in other language, when author is a part of Slovenian cultural environment;
* they shall submit a maximum of three (3) individual book projects within the framework of this call;
* they have settled rights for the proposed work or the work is copyright free;
* the original work which is being applied for was published before 15 November 2023; in case of antologies and selected works all inclueded text were published before 15 November 2023;
* that this shall be the first translation of the entire proposed work into the language applied for;
* that the translated work was not published in book form before 15 November 2023;
* they shall request a grant in the amount of up to up to 70% of the eligible costs which can add up to 3,000.00 EUR of the eligible costs for the project being applied for
* they shall apply for a project that is financially balanced and prepared as specified in article 6 of this call; the revenues shall be equal to the expenditures of the project being applied for (revenues = expenditures).

The applicant states in the application form that he meets all these conditions. If JAK subsequently demands original statements on the fulfilment of any of the stated conditions, the applicant must provide them in due time.

**8. The award criteria for the grant**

|  |  |  |
| --- | --- | --- |
|  | **Criteria** | **Maximum points** |
| 1. | Publisher’s references and the estimated reach of the translation with emphasis on the proposed promotional activites of the publisher (author presentetion etc.) | **12** |
| 2. | Quality and relevance of the book applied for, and references of the author, illlustrator and chosen translator | **15** |
| 3. | Number of copies to be published (1,000 copies and over 1,000 copies 1 point, under 1,000 copies 0 points) | **1** |
| 4. | Priority criteria – compliance with the aims of publishing books in French, German, Italian and English | **2** |
|  | **Total points** | **30** |

**9. Use of the award criteria and the evaluation process**

Applications will be evaluated in regards to the award criteria by the appropriate evaluation committee at the Book Agency.

The projects chosen for financial support will be those that will be given higher scores in the procedure of evaluation. The highest possible score for a project is 30 points. Projects eligible for financial support must achieve at least 18 points.

In case that the total amount of financial support for approved cultural projects, which have reached the minimum threshold of 18 points, exceed the value of the public tender, financial support will be given to projects with the highest score. Projects, which have reached the minimum threshold of 18 points, will be put on a reserve list according to achieved points and supported in case of cancellation of a contract or in case of extra funds.

The amount of approved funds for a cultural project depends on the extent and financial complexity of the cultural project, and assets intended for the call for proposals with the selected cultural projects not being judged in comparison as far as the level of approved funding in relation to the number of points received.

**10. Deadline for submissions and the submission process**

All documentation of the public call JR5–TRUBAR–2024 is available on the website of the Slovenian Book Agency at <https://www.jakrs.si/en/international-cooperation/tenders-and-public-calls/tenders-and-calls>. Interested parties can also pick this documentation up in person at the Book Agency's main office every weekday between 10 am and 12 am CET.

The application is submitted on time, if JAK receives it before the deadline for submission of applications. If an application is sent by registered mail, the date JAK considers the date of receipt of the application is the date of posting. The same applies for electronic applications which must be received by JAK before the deadline for submitting applications.

Applicants should fill out the relevant application form, available on the website of JAK at [https://jakrs.e-razpisi.si/en/avtorizacija](https://jakrs.e-razpisi.si/en/avtorizacija/). There are detailed instructions for using application and filling out application forms on the same link. When the applicant is finished filling out the application form they must print it out, sign it and stamp it. The application should contain all the mandatory attachments and information stipulated by the documentation of the call for applications.

Applicants should submit the completed application form **within the deadline for submissions in electronic form (by filling out the form on the web application) and send printed out version of the application form with all the mandatory attachments by registered post or in person every weekday between 10 a.m. and 12 a.m. to the address: Slovenian Book Agency, Metelkova 2b, 1000 Ljubljana, Slovenia.** An application is considered to have been submitted on time if JAK receives it in electronic **and** printed form before the deadline for submissions. If an application is sent by registered post, the date of posting is the date JAK will count as the date of receipt of the application. Registered post that does not state the time of posting is counted as having been sent on the date of posting at 23:59 hours.

The application must be submitted in a sealed envelope and the page with a bar code, which is generated by the online application when the application is printed, must be affixed to the envelope.

Only applications submitted in written **and** electronic form will be considered complete.

**Applicants who are submitting applications for more than one project should send each application separately in its own envelope and also fill out the relevant forms for each project separately**.

The public call JR5–TRUBAR–2024 opens on **15 March 2024** and closes on **24 April 2024**.

**11. Compliance with the conditions of the call for proposals, method of considering applications and selecting approved projects**

Compliance with the conditions of the call for proposals is determined by the commission for the opening applications that is appointed by the Book Agency acting director from employees of the Book Agency.

Applications that will not be completed in full, on original, **dated, stamped and signed application forms** or which will not be delivered both in electronic and in physical form or will not comply with the documentation requirements of the call for proposals JR5–TRUBAR–2024, will be considered as incomplete.

JAK will urge applicants whose applications will be formally incomplete, to supplement them within five (5) days after receipt of JAK's response. If applicants fail to complement the previously incomplete applications within the required deadline, these applications will be rejected and thus eliminated from further consideration.

Applications considered late are all applications sent by registered mail and in electronic form after **24 April 2024** or not submitted in person by this date in the Book Agency's main office. Late applications will be rejected and thus eliminated from further consideration.

Applicants who do not meet the above-mentioned criteria will be rejected and thus excluded from further consideration.

Applications where the content does not fall within the scope of the call for proposals and the expert committee is unable to assess according to the criteria specified in the call for applications, are dismissed as ineligible.

In the event of a subsequent discovery of non-compliance with the conditions and after a previously issued decision on the selection, JAK can change the decision it had made and not enter into contract with the applicant. In the event of subsequent discovery of non-compliance with the conditions or contractual obligations during a review of the project it can also dissolve a contract and, in the event of funds having already been paid out, demand a partial or full reimbursement of funds.

JAK will not return application documents and annexes to applicants.

**When the applicant hands in the application, he or she agrees with all the conditions and criteria of the public call JR5–TRUBAR–2024.**

Applications handed in on time and in full by eligible persons will be submitted for consideration to the Book Agency's expert committee.

The final decision on the allocation of funds based on the report by the relevant expert committee lies with the Acting Director of the Book Agency.

The opening of applications will take place at the Book Agency's premises on Metelkova 2b, 1000 Ljubljana, and will not be open for public.

**12. Payment of the application tariff with the application to the public call for proposals**

In accordance with the provisions of the Tariff on the implementation of the services of the Public Book Agency of the Republic of Slovenia (UL RS - Official Gazette of the Republic of Slovenia, Nos. 04/13 and 50/14) the applicant must enclose with the application proof of payment of the **25 EUR tariff.** If the certificate is not attached, the applicant will be asked to comply. If, after the expiry of the deadline for the compliance the Book Agency will still not receive the relevant certificate, the application will be rejected as incomplete.

The Tariff in the amount of 25,00 EUR is to be paid to the following bank account:

Name of the bank account holder: Slovenian Book Agency

Bank: Bank of Slovenia. UJP Ljubljana, Dunajska cesta 25, 1000 Ljubljana, Slovenia

IBAN: SI56 0110 0600 0027 474

BIC/SWIFT: BSLJSI2X

With the payment reference: SI 00 “date of payment” (f. e.: 08042022)

Payment purpose: tariff JR5-TRUBAR-2024

**13. Documentation of the public call**

The documentation of the public call includes:

* the text of the public call for proposals JR5-TRUBAR-2024;
* application form (English: <https://jakrs.e-razpisi.si/en/>; Slovene: <https://jakrs.e-razpisi.si/>).

The documentation of the the public call for proposals JR5-TRUBAR-2024 is available on the Book Agency’s website at <https://www.jakrs.si/javni-razpisi-in-pozivi/razpisi-in-pozivi> and [www.jakrs.si/en](https://www.jakrs.si/en/international-cooperation/tenders-and-public-calls/tenders-and-calls).

**In order to be complete, the application needs to contain the following mandatory attachments:**

* web application (English: <https://jakrs.e-razpisi.si/en/>; Slovene: <https://jakrs.e-razpisi.si/>).
* Completed application form (printed, dated, signed and stamped) send to the Agency by post with the following mandatory attachments:
* proof of a settled rights agreement -a signed contract with the rights holders unless the work is copyright free (The copyright shall run for the life of the author and for 70 years after his or her death, unless otherwise provided.);
* Printer’s offer or a pro forma invoice[[4]](#footnote-4) or a final invoice for the printing costs in cases where the book is alredy published;
* Proof of payment of the relevant tariff (25 EUR) in accordance with the provisions of the Tariff on the implementation of the services of the Public Book Agency of the Republic of Slovenia (Uradni list RS - Official Gazette of the Republic of Slovenia, Nos. 04/13 and 50/14). The Tariff in the amount of 25,00 EUR is to be paid to the following bank account:

Name of the bank account holder: Slovenian Book Agency

Bank: Bank of Slovenia. UJP Ljubljana, Dunajska cesta 25, 1000 Ljubljana, Slovenia

IBAN: SI56 0110 0600 0027 474

BIC/SWIFT: BSLJSI2X

With the payment reference: SI 00 “date of payment” (f. e.: 08042022)

Payment purpose: tariff JR5-TRUBAR-2024.

**14. Contact person for all additional information**

All information can be acquired at [www.jakrs.si](http://www.jakrs.si)/en, and also via telephone or e-mail every working day between 10. in 12. with the following contact person:

- Katja Urbanija, 🕿: +386 1 320 28 30, 🖃: katja.urbanija(at)jakrs.si.

Katja Stergar

Director of the Slovenian Book Agency

1. The legally binding text of the public call is only the original Slovene text. [↑](#footnote-ref-1)
2. The mentioned limitation does not imply that the applicants cannot combine various (public) grants to close their budget. However, when handing in the financial claim to JAK, you cannot claim the same receipt or part of the receipt that is being claimed with another financer (EU, Traduki…). [↑](#footnote-ref-2)
3. The mentioned limitation does not imply that the applicants cannot combine various (public) grants to close their budget. However, when handing in the financial claim to JAK, you cannot claim the same receipt or part of the receipt that is being claimed with another financer (EU, Traduki…). [↑](#footnote-ref-3)
4. If the book is not published yet and you don’t have an invoice, a pro forma invoice or an offer from a printing company is needed.

   If the book is already published and you already have an invoice, you should add that to your application.

   An invoice is an obligatory attachment with the request for payment of the subsidy, you will have to hand it in before 15 November with the payment claim. The amount of the subsidy should not exceed 70% of the amount on the invoice that is the basis for the request for payment. If the amount on the final invoice is lower than the pro forma invoice based on which the subsidy was approved, the said subsidy will be lowered accordingly. [↑](#footnote-ref-4)