

Grant programme for the translation,  
adaptation and promotion of Bulgarian  
literature



2021

**TRANSLATION GRANT**

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**IF YOU ARE APPLYING FOR THE FIRST TIME, PLEASE FOLLOW THESE STEPS:**

1. Visit [www.ncf.bg](http://www.ncf.bg) and select "Login / Registration" from the menu
2. Choose a natural or legal person, depending on whether you are applying as an individual participant or you are applying for a team / organization
3. Download the documents for participation in the competition from the button "Download documents", which is located in the drop-down menu of the program, after you have logged in to your user profile in the electronic application system.

**Good luck!**

## National Culture Fund Launches a new call for applications for the TRANSLATION GRANT PROGRAMME

### This call will support:

- Foreign language translations and publishing of Bulgarian literature, in order to promote it to an international audience.

Applications will only be accepted after the candidates complete a compulsory registration via the online application system in the active application time periods .

**Please note: the application procedure is only available in Bulgarian.**

Applications submitted after the announced deadline of the call will not be accepted.

In case of technical or other problem, please contact us on [office@ncf.bg](mailto:office@ncf.bg) or [tech.support@ncf.bg](mailto:tech.support@ncf.bg)

If you have questions about your application, please contact us on [programs@ncf.bg](mailto:programs@ncf.bg) before 15<sup>th</sup> of April

**DEADLINE FOR SUBMITTING APPLICATIONS: 31.03.2021 (15:00 h) – 08.07.2021 (15:00 h)**

CALL OPENS	DEADLINE FOR PROJECT SUBMISSION	INDICATIVE DEADLINE FOR PROJECT IMPLEMENTATION	DEADLINE FOR PROJECT EVALUATION	PAYMENT DEADLINE	INDICATIVE DEADLINE FOR REPORTING PROJECTS
31 March	08 July	October 2021 - October2022	30 September	October 2021	30 November 2022

## APPLICATION GUIDELINES

The Translation Grant Programme supports the promotion of Bulgarian literature abroad.

### 1. OBJECTIVES AND PRIORITIES OF THE PROGRAM

#### Objectives

The function of the Translation Grant is to contribute to the promotion of Bulgarian fiction abroad, by supporting the translation and adaptation of different genres of Bulgarian literature into various foreign languages. The aim of the program is to preserve, present and promote its diversity to the foreign audience.

#### Priorities

*Of the 2021* Translation Grant Programme are projects that:

- include translation of Bulgarian literature for children and youth
- include a plan for the promotion of the product and expansion of their audience
- include contemporary publishing trends and plan the inclusion of digital tools for dissemination

## 2. TIME COVERAGE

The Translation Grant Programme supports projects for translation and adaptation of Bulgarian literature, implemented within 12 months from the date of the signing of the contract – until **30 October 2022** inclusive. Project activities funded by the NCF must not start earlier than the date the contract is signed (early October 2021), and must be finished and reported by **30 November 2022**. All project costs incurred outside this deadline will be considered ineligible, and will not be respected by the National Culture Fund.

DEADLINE FOR PROJECT IMPLEMENTATION	DEADLINE FOR PROJECT REPORTS
<b>30.10.2022</b>	<b>30.11.2022</b>

## 3. GRANT SIZE

The Translation Grant Programme funds project costs of up to 10,000 BGN inclusive.

MAXIMUM GRANT FOR A SINGLE PROJECT	SESSION BUDGET
10 000 BGN	130 000 BGN

*\* if the total project cost exceeds the requested amount of 10 000 BGN the Applicants should provide documents for co-funding.*

## 4. ELIGIBILITY

### Applicants

*The application should be submitted from the profile of the foreign publisher with the assistance of the translator involved. All documents are submitted accompanied by a translation into Bulgarian.*

- Foreign legal entities, with activities in the fields of translation or adaptation, book publishing and distribution (incl. state owned, municipal owned, private sector)

### Specific conditions

All proceedings for extraordinary, priority and long-term support in previous sessions, providing financial assistance within 3 consecutive years, continue in this session until their completion.

### Projects

- translation and dissemination of Bulgarian fiction
- new translations of works already published in the respective language are eligible if a new translation team and an improved translation are presented in the application



## Costs

Only realistic budgets with realistic market pricing corresponding to the requirements of the applicable tax and labour law are eligible. Costs should be realized with the respective reporting documents in accordance with national law. Costs for refundable VAT are not eligible. All reporting documentation is presented with the corresponding translation in Bulgarian.

- Translation costs - **no less than 40%** of the total cost of the project
- Production costs for printed or electronic delivery of the translation - **no more than 60%** of the total cost of the project

*The above mentioned include:*

- Remuneration costs for the project manager
- Costs for graphic design and formatting
- Design, graphic elements, creation and distribution of printed promotional materials, audio-visual promotional materials (trailers, Etc.); or other promotional material costs
- Costs for audio recording of parts or the whole translated work (audiobook)
- Copyright costs
- Administrative costs **no more than 10% of the total project cost**

*The above mentioned include:*

- Costs for translation and legalisation of the reporting documents
- Costs for legal consultations in relation to the contracts for the realisation of the translation



## 5. INELIGIBILITY

### Applicants

- natural persons and informal groups
- legal entities declared in bankruptcy or liquidation proceedings;
- people and organizations with outstanding contractual obligations to the National Culture Fund, for example a project previously funded by NCF that has not been reported on time (ineligible until a complete set of reporting documents is presented or the funding amount reimbursed)
- people and organizations that have submitted more than one project per application call, or with two projects approved for funding under other NCF funding programmes during the same calendar year
- applicants with missing or incorrect data
- people and organizations donating to the NCF;
- people and organizations that have been sanctioned under Art. 37 of the Culture Protection and Development Act;
- NCF employees and members of the expert commission under Art. 7 of Ordinance No. H-5 dated 27 June 2007 on the terms and procedure for conducting application calls for provision of funds by the National Culture Fund.

### Projects

- projects that have applied in previous NCF programmes, but have not been approved for funding
- translations that have been published before the signing of a grant agreement with the NCF
- projects with missing and/or incomplete documents
- projects and activities breaching the copyright law, in accordance with the Copyright and Related Rights Act
- projects financed directly by the Ministry of Culture, under the procedure of Art. 14, par. 2, item 1 of the Protection and Development of Culture Act
- projects breaching the law - violating human rights or inciting discrimination



## Costs

- Costs for travel, accommodation and per diems, public transport within cities and taxis
- Purchase of fixed assets
- Costs for infrastructural improvements, refurbishments, building costs
- Regular costs of the organization: e.g. rent, utility costs, salaries, website creation and maintenance, food and drink, etc.
- Fines, penalties, legal costs
- Administrative and bank fees
- Costs for consulting organizations for project management and funding applications
- Costs covered by other sources of funding
- Activities that are not directly related to the project objective
- Activities funded from other sources, or activities funded under other programs of NCF
- Activities related to political parties and religious institutions, including party events featuring representatives of political parties and religious movements
- Project costs that are incurred outside of the specified implementation and reporting deadlines
- Costs that are not among the above mentioned eligible costs
- Project-related costs that are not ineligible under the program may be approved from the commission of experts

## 6. REQUIRED DOCUMENTS

№	Document type and explanation
1	<b>Appendix 1-Creative biography of the candidate(s)</b> - obligatory for the project manager and all translators (to be presented in one file) - the translator / translators who will carry out the translation or adaptation, with a list of their translations and publications; graphic designers / artists in charge of the publication's graphic vision (include portfolio); project manager; *pdf
2	<b>Appendix 1.1-Information for the publisher / organization and general information on the activity of the applicant organization;</b> - general information on the activity of the applicant organization; bibliography of translation publications for the previous year; key information about the organization's activities;
3	<b>Appendix 2 - Project information and motivation for choosing the selected work and the author</b>
4*	<b>Partnership declaration</b> -no template, applicable if there are partnerships *pdf
5	<b>10 pages of the manuscript / original work and 10 pages of the translation;</b> <b>In .pdf - font size 11, line spacing 1.15; *pdf</b>
6*	<b>Preliminary contract between publisher, translator and author</b> - if the applicant is a Bulgarian publisher, please provide a document certifying partner relations with a foreign publisher; *pdf
7	<b>Appendix 4 - Detailed overall budget of the project and the amount requested from the National Culture Fund– Signed and stamped</b> description of all costs in the enclosed budget table and their value in BGN; *pdf
8*	<b>Offers for services and costs related to the project implementation</b>
9*	<b>Documents for co-funding (if applicable)</b> - Self-funding or funding from other sources if the total project cost exceeds the requested amount. * Letters of Intent, Partnership Contracts, etc. ; *pdf
10	<b>Appendix 6- Signed and stamped declarations</b>
11	<b>For foreign legal entities:</b> - Legalized translation of the document issued by a competent authority in the respective country, certifying the persons entitled to represent it and that they are authorized to pursue activities in the field of culture. ; *pdf

\* - the document is submitted only if applicable. Documents without a "\*" in the table number are required.

## 7. TECHNICAL REQUIREMENTS

When submitting documents via the online system, applicants agree to abide by the [terms and conditions](#).

- Forms other than the standard format (\*.doc, Microsoft Office Word 97-2003 Document) and documents other than the enclosed application are not allowed to be reviewed by the Expert Committee on Project Evaluation)
- **All required project documentation must be written in Bulgarian language**
- No projects submitted by post, fax, or e-mail will be accepted
- Accepted **scans** (minimum resolution 300 DPI) or certified copies (Certified with "True to original" text, signature of the individual / person representing the organization and seal of the legal entity.) In difficult-to-read documents the Commission does not commit to their consideration.

## 8. EVALUATION CRITERIA

The Project Evaluation Expert Committee shall review the applications and prepare a list of motivated proposals for offer of financial assistance, denial of financial assistance due to insufficient funds or denial of financial assistance, that it shall submit for approval at a meeting of the NCF Managing Board. Based on these proposals, the Board shall determine which projects will be funded and the amount of money allocated to each of them. The results shall be announced on the web sites of the National Culture Fund and the Ministry of Culture.

**The following additional criteria shall be considered when evaluating the projects under the Translation Grant Programme, in addition to those specified in Article 8 of ORDINANCE № H-5 OF 27 JUNE 2007:**

- 1. Compliance with the conditions of eligibility and compliance with the technical requirements of the conditions of the Translation Grant Programme.**
- 2. Capacity of the publisher involved in the publication of the translation**
  - Experience of the applicant organization in the publication of translated literature
  - Scope of the audience
  - Financial potential for the implementation of the project
  - Strategy and guarantees for the distribution of the translated work abroad
- 3. Assessment of the qualities of the translator**
  - Linguistic and stylistic competence
  - Proven experience in translation activities
- 4. Selection of the translated text and author**
  - Significance of the author and his work in the context of Bulgarian literature
  - Interest of the foreign public towards the author and his work
- 5. Realistically drafted budget**

## 9. APPROVED PROJECTS

- the resumes of the approved projects shall be published on the websites of the National Culture Fund and the Ministry of Culture.
- the approved applicants shall receive an e-mail with instructions on the procedural order to receive targeted financial assistance from the NCF.
- the organizations / representatives of the organizations of the projects that have been approved for funding shall sign a contract with the National Culture Fund for their rights and obligations for the implementation of the project **within two weeks\*** after the publication of the decision of the NCF Managing Board.
- approved applicants who do not sign contracts until this deadline shall lose their right to receive financial assistance.
- In the event of a refusal of the granted targeted financial assistance, a **written notice** must be sent to the National Culture Fund by e-mail or regular mail.
- In the event of provision of incorrect data or failure to provide data in a contract, the beneficiary shall lose their right to financial support.
- **amendment of parameters** in the contract shall only be allowed after approval of a submitted request of the beneficiary and signed additional agreement with the NCF.
- **the Beneficiary is obliged, in ALL advertising, or press releases to indicate the participation and support of the National Culture Fund.**
- projects will be selected on random basis, for an audit by an authorized employee of the National Culture Fund.

## 10. ACCOUNTING REPORT\*

In order to account for the spending of the funds provided by the NCF, financial reports must be provided, in accordance with the requirements of accounting legislation. A report on the execution of the project must also be presented via the online accounting system of the NCF. If the cost of project implementation according to invoices and other proof of cost documents is less than the assigned financial assistance granted, the beneficiary must reimburse the difference to the bank account of the NCF within 7 working days after submission of the financial statements.

### Financial report:

- In order to prove the actual costs directly related to the project implementation, **originals or certified copies of invoices and other proof of cost documents** must be handed in. **If they are copies of invoices, they must be signed, stamped**, and certified with the text **"True to the original"/"Вярно с оригинал"/**, **written in Bulgarian**, shall be presented.
- The financial statements must contain a description in a tabular form of the project costs, as well as a list of the attached invoices and other payment documents.

*\*Invoices and other payment documents must be translated in Bulgarian language!*

### Narrative report:

- The narrative report shall include 3 copies of the published translation or adaptation and copies **of all material, promotional and other products** resulting from the project implementation.
- After the implementation of the project, the beneficiary undertakes to provide information on subsequent cultural events related to the implementation of the project.

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When applying, please get to know the [LEGAL DOCUMENTS](#) of the National Culture Fund.