

## Arts Development Branch

### BOOK AND PUBLISHING DEVELOPMENT PROGRAM - PUBLISHERS OPERATIONAL GRANT COMPONENT -

## 2010-2011 Guidelines

Application deadline: April 15

### Goals

Administered by the Arts Development Branch of the Department of Wellness, Culture and Sport, the Publishers Operational Grant Component provides funding for eligible publishers that meet evaluation criteria to help them produce and present literary works, in order to promote growth, excellence and vitality in New Brunswick's literary community.

### Objective

Based on the Book Policy for New Brunswick, the component has the following objectives:

- Support the development of a strong publishing industry in New Brunswick
- Encourage excellence and professionalism with regards to book publishing industry professionals, including publishers and writers

### Program Structure

This program provides book publishers with a grant based on the evaluation of eligible titles from the previous funding year by an independent application assessment panel; plus a secondary amount assigned to the specific categories of titles produced.

Note: In the instance that the component's funds cannot fully satisfy all eligible demands, the allowable expenses for all publishers will be reduced by the same factor, ensuring that all funds are exhausted and dispersed equitably.

### Applicant Eligibility

Application under this component is limited to wholly Canadian-owned publishing companies which demonstrate that:

- Their head office is located in New Brunswick;
- The majority of their owners and administrators are residents of New Brunswick;
- Their regular program of publishing has included at least three titles during the last fiscal year;
- Book publishing is their main activity;
- Their staff have the required education and experience, and are competent in writing and editing;
- They have clearly identified their clientele and established appropriate methods of book distribution;

- They are committed to Excellence, Audience Development and Cultural Sector Development.
- They have submitted ALL information as listed under the “Grant Requirements” section of these guidelines.

The Department accepts requests for financial assistance from publishers only; writers and translators must submit their works directly to publishers.

### **Eligible Titles**

Subsidization is offered to the publication of works by residents of Canada that contribute to the development of Canadian literature. To be eligible, a title must:

- Contain at least 50 percent Canadian-authored creative content – text or graphic;
- Have at least 48 printed pages between the covers, with the exception of children’s books, which must have at least 24 pages;
- Have a print run of at least 350 copies;
- Be published principally in English, French, or one of Canada’s Aboriginal languages;
- Fall under one of the following categories: Fiction, literary non-fiction, poetry, or children’s.

### **Ineligible titles**

- Directories, index compilations or bibliographies of minimal critical content;
- Instructional or self-help books and manuals, including books which describe “how-to” techniques, skills or games;
- Books for which the author does not receive a royalty;
- Books to which the author has made a financial contribution toward the publishing costs (this includes an author’s obligation to purchase a given number of copies of his or her book as a condition of publication) ;
- Publications written by owners or employees of the publishing house; unless these titles represent less than 25% of the house’s program each year (an exception can be made for publishing collectives, but the application must make a special request and may be required to submit additional information on the collective);
- Normal reprints of regular titles. (Substantially revised editions of previously published works or new format editions may be eligible).
- Academic, scholarly, or educational publications destined primarily for an educational or scholarly market;
- Catalogues;
- Reference books, unless they are about the arts;
- Books with text that is primarily short captions, quotations, jokes or sayings;
- Colouring and activity books
- Trivia and quiz books
- Autobiographies that emphasize personal growth (in other words, those that focus on self-actualization, self-improvement, or devotional or spiritual practice)
- Psychology or self-help books
- Books commissioned or paid for by an individual, group, political party or company where the applicant/publisher does not have complete and independent editorial control
- Co-publications with governments, government departments or agencies, except titles that are co-published with museums or art galleries
- Books for which 50 percent or more of the print run is pre-sold outside the normal trade bookselling channels and book clubs
- Collections of previously published articles transcripts of broadcasts and conference papers, unless they make a significant literary contribution (as defined as above for eligible literary non-fiction)

- Verbatim interviews, unless they make a significant literary contribution (as defined as above for eligible literary non-fiction); and
- Books containing prominently displayed advertising, promotional material and (or) corporate logos.

### **Evaluation Process and Grant Calculation**

The evaluation of each application consists of two phases: 1) An application assessment process, during which an application assessment panel of independent professionals working in the literary community undertakes a comparative evaluation of the applications; 2) A base allocation component, whereby the Department personnel calculates an amount for each eligible title according to the title's specific category.

#### **1. Application assessment panel evaluation**

The applications are reviewed by an application assessment panel comprised of both English and French-speaking professionals from the literary community. The panel may be made up of publishers and/or former publishers, writers, booksellers, editors, critics or literary academics. Members are chosen to ensure fair representation of expertise, language, and regional diversity. The panel's recommendations are based on the merit of the applicant's publishing program, compared with those of the other applicants. Specifically the panel will examine each applicant's relative success in the areas of Excellence, Audience Development, and Cultural Sector Development. A link to the application assessment panel's evaluation grid is available on the Books and Publishing Development web page.

#### **2. Base allocation per title**

Following the application assessment panel's evaluation, the Department personnel will evaluate all eligible titles submitted by the publisher and calculate an amount according to the category for each title.

### **Grant Application Requirements**

- Publishers must complete the application form and submit all required attachments;
- Publishers must submit six copies of each title that they want to have considered for funding through this component;
- Recipients must acknowledge the support of the Province of New Brunswick in their new eligible publications.

#### **Note:**

In the case of disagreement concerning the interpretation of its policies funding programs and their respective components, the Department of Wellness, Culture and Sport reserves the right to final interpretation of the intent and implementation of a funding component.

The Department reserves the right to revise programs or their respective components at any time without notice.

### **Notification of Results**

Publishers will be notified of the results in writing approximately 12 weeks following the application deadline.

### **Grant modification**

The amount awarded to the publisher may change if:

- The publisher fails, in a significant way, to meet its own stated objectives or to execute its confirmed program of publishing;
- The publisher undergoes significant changes to senior artistic and/or administrative personnel or a disruption or activities is predicted;

- The publisher fails to meet its financial obligations and/or the required reports are not forwarded to the Department in a timely fashion;
- The publisher is in violation of the act under which it was incorporated;
- The funding available to the Department is reduced such that a revision of the expenditure plan is necessary.

### **Additional Information**

The Department of Wellness, Culture and Sport must be notified immediately of any change in the initial application or the budget submitted.

Applicants must keep the guidelines and a copy of their application form for their records.

The Department of Wellness, Culture and Sport is subject to the Right to Information Act and the Protection of Personal Information Act.

The guidelines for the Operation Grant Component may be modified without any notice and apply to all applications submitted.

### **Acknowledgement of Department's Support**

Successful applicants must acknowledge the support of the Government and New Brunswick in the publications produced with the funds provided by the Department.

### **Application Deadline**

Applications must be submitted to the Arts Development Branch on or before April 15<sup>th</sup>.

### **Contact Information and Mailing Address**

Should you have any questions or require any assistance please contact Rebekah Chassé, program consultant with the Arts Development Branch of the Department of Wellness, Culture and Sport. Complete applications must be mailed to the following address:

Arts Development Branch Department of Wellness, Culture and Sport Att: Rebekah Chassé P.O. Box 6000 Fredericton, NB E3B 5H1 Telephone: (506) 453-5372 Fax: (506) 453-2416 rebekah.chasse@gnb.ca
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