



SUPPORT PROGRAM TRANSLATION AND PUBLICATION OF BRAZILIAN AUTHORS

The Brazilian National Library Foundation hereby announces that it will offer grants to foreign publishing houses that wish to translate, publish, and distribute works by Brazilian authors abroad that have been previously published in Brazil. This procedure, authorized by Executive Decision nº. 44- FBN of 11 /06/ /2015, will be governed by the following Notice and by Ministry of Culture Directive 29/2009, as well as by Law no. 8666/93.

Section I – Aim

1. The Support Program for Translation and Publication of Brazilian Authors, created by the Brazilian National Library Foundation (FBN), under the Brazilian Ministry of Culture, aims to spread Brazilian culture and literature abroad by granting financial support for translation and publication of works by Brazilian authors.

2. The Program is offered to foreign publishers that wish to translate into any language, publish, and distribute abroad works by Brazilian authors, in book or digital form, that have been previously published in Portuguese in Brazil.

2.1 For the purposes of the Program, either Brazilian nationals or naturalized Brazilian citizens will be considered as authors. Authors who do not meet these requirements will be the object of special scrutiny by the evaluation committee.

2.2 The Program is also offered to publishers from the Community of Portuguese Language Speaking Countries (CPLP) that wish to publish and distribute works by Brazilian authors in their countries.

3. The Program will provide support for proposals in literature and the humanities, especially in the following genres: novels, short stories, poetry, chronicle, children's literature, graphic novels, theater, reference works, literary essays, social science essays, popular science essays and anthologies of poems and short stories, either in whole or in part.

3.1 In order to enhance the dissemination of Brazilian literature and intellectual production projects concerning essay, short story or poem collections may include texts previously unpublished in Brazil, upon discretion of the evaluation committee.

4. Grants may be awarded to projects concerning:

- a) First translations;
- b) Second translations;
- c) Reissues of sold out and out of print titles for at least three years.;
- d) In reference to publishers from the Community of Portuguese Language Speaking Countries (CPLP), first editions or reissues of sold out and out of print titles for at least three years.

4.1 The main goal of the granting process is to fund, in full or in part, foreign publisher's expenses with the translation and/or publication of works by Brazilian authors.

4.2 Due to the special features of graphic novels, children's and young adults' literature, grants awarded to publishers with such projects may be used to cover translation costs as well as publishing costs.

5. Specific guidelines may be published regarding languages, authors in the public domain, major events, among other purposes.

Section II – Duration of Program

6. The Program will remain active until 2020, and specific Notices with requirements and funding amounts will be published every 24 (twenty-four) months.

6.1. This Notice applies to the period beginning from its publication in the Brazilian Official Register (*Diário Oficial da União*) to May 1, 2015.

6.2. Program-specific Notices may be published regarding major events, languages, authors in the public domain, and genres.

Section III – Available Funds

7. In order to meet the objectives of this Notice, R\$ 300,000.00 (three hundred thousand *reais*) are allocated for 2015, based on Action 20ZF, Promoting and Fostering Brazilian Culture of the Annual Budgetary Law (LAO) and/or Brazilian National Culture Fund (FNC) or upon financial and budgetary availability.

7.1 Resource allocation for subsequent years will be contingent upon financial and budgetary availability.

Section IV – Eligibility

8. Foreign publishers duly established in their countries of origin may participate in the Program.

9. Proposals that have not been approved in previous FBN Notices may be resubmitted, provided they follow the guidelines as defined in this Notice.

10. Applications from publishers holding pending commitments with FBN or those that have faced penalties for noncompliance with their obligations, according to the cases defined in Section XI of this Notice, will not be accepted.

Section V –Grants

11. FBN will award grants of up to US\$ 8,000.00 (eight thousand US dollars) for each translation or publication project and up to US\$ 4,000.00 (four thousand US dollars) for each reprinting project.

11.1 To define the amount of each grant the evaluation committee will consider translation costs in particular and, exceptionally, editing, revising and printing costs.

11.2 In respect to applicants from Portuguese speaking countries, the amount of each grant will take into consideration editing, revising and printing costs.

12. The awarding of grants is contingent upon the availability of budgetary and financial resources and, selection is at the discretion of the FBN and the Brazilian Ministry of Culture.

Section VI – Applications

13. Applications will be available from the date this Notice is published until May 2, 2017, according to the following schedule:

Evaluation Schedule 2015-2017 *

Selection meeting	Deadline for application	Announcement of 1st list of eligible applications	Deadline for reconsideration requests	Announcement of final list of eligible applications	Selection meeting date	Announcement of selection results
1 st meeting	29/07/2015	31/07/2015	03/08/2015	04/08/2015	12/08/2015	17/08/2015
2 nd meeting	13/10/2015	15/10/2015	17/10/2015	19/10/2015	28/10/2015	03/11/2015
3 rd meeting	04/04/2016	06/04/2016	08/04/2016	11/04/2016	20/04/2016	25/04/2016
4 th meeting	01/09/2016	05/09/2016	07/09/2016	08/09/2016	14/09/2016	19/09/2016
5 th meeting	02/05/2017	04/05/2017	06/05/2015	08/05/2015	17/05/2017	22/05/2017

14. The number of meetings may be reduced or increased according to the amount of applications received as well as financial and budgetary availability.

15. Should an application arrive after the deadline for each meeting, it will be evaluated at the following date:

16. Applications will be free of charge.

17. In order to apply, publishers must send FBN the following documents by email (translation@bn.br) or by regular mail, according to the particularities of each project (translation/reissue or publication in CPLP countries):

- a. A letter, in Portuguese, English or Spanish, requesting registration in the Program and justifying the grant request;
- b. Completed registration forms (typed or legibly printed), signed by the legal representative of the publisher (Attachment I and II or III);
- c. Copy of the publisher's copyright assignment contract established between the author(s) or legal representatives, or corresponding document, if the work in question is not in the public domain;
- d. Copy of the translation contract for the work in question established between the publisher and the translator;
- e. Total budget and estimated cost of translation (in US dollars);
- f. Author's or legal representative's consent to the request, by letter or e-mail;
- g. Author's or legal representative's identity document;
- h. Publisher's legal representative identity document;
- i. Publisher's legal registration;
- j. Translator's CV (in Portuguese, English or Spanish);

k. Publisher's recent catalog;

l. A copy (print or digital) of the work to be translated;

m. Distribution and sales projections of the book to be published, expected run, and advertising methods, indicating the main channels and physical and/or online points of sale that will be used, especially in the first 6 (six) months following publication (in Portuguese, English or Spanish).

17.1 The original application forms (document "b" above) must be mailed to FBN at:

Fundação Biblioteca Nacional
Centro de Cooperação e Difusão
Programa de Apoio à Tradução e à Publicação de Autores Brasileiros no Exterior
Rua da Imprensa, 16/1110 – Centro
20030-120 – Rio de Janeiro – RJ – Brasil

17.2 Applications sent by regular mail must be sent to above address.

17.3 Requests sent by regular mail will only be accepted until the application deadlines detailed above regardless of the posting date.

18. There is no limit to the number of project registrations per publisher.

19. The applicant submitting the documents is uniquely responsible for the truthfulness and accuracy of their proposal and documents, thus, exempting both the National Library of Brazil and its Ministry of Culture from any civil or criminal responsibility concerning random errors or equivocations.

Section VII – – Assessment of the Eligibility of Applications

20. For any application to be considered, a fully completed application package needs to be included in accordance with item 17.

21. If an application is incomplete, thus, preventing the assessors from analysing it, it will be excluded.

22. Only applications complying with the terms described under item 17 will be included in the eligibility or selection phases.

23. Within 2 (two) business days after each application deadline, the first results of the application's eligibility assessment will be announced in a list containing the name of the author and of the applicant. Should an application be deemed invalid, a reason stating why it was declared invalid will also be included in the list.

24. These results will be published on the website of the National Library (www.bn.br)

25. If an application is rejected, the applicant will be able to appeal within 2 (two) calendar days from the date of the publication of results by email to translation@bn.br .

26. The Center for Cooperation and Dissemination (Centro de Cooperação e Difusão, CCD) at the National Library is the body responsible for assessing the eligibility of the applications as well as any appeals.

27. The final result of the eligibility phase will be published at the National Library website (www.bn.br).

Section VIII – Evaluation and Selection

28. The selection process will be carried out by an evaluation committee appointed by the National Library's president and constituted by the following members:

- a. Two National Library representatives that may be chosen from the following unities: Centre for Cooperation and Dissemination, Centre for Publishing and Research and Centre for Collections and Reader's Services.
- b. A representative from the Ministry of Culture or a body linked to it;
- c. A representative from Ministry of External Relations' Cultural Department;
- c. An expert in Literature and/or Translation, preferably a professional of the field and/or a University Professor.

29. The committee will adopt the following selection criteria:

- a. Importance of the work's publication to advancing and spreading Brazilian literature and culture abroad;
- b. Consistency of the proposal;

29.1 The criterion provided in item "b" (consistency of the proposal) will take into account the translator's CV, the distribution and sales proposal, the publisher's catalog and its capacity to carry out the project

29.2 The minimum and maximum scores to be awarded under item "a" above will be respectively 1 and 5;

29.3 The minimum and maximum scores to be awarded under item "b" above will be respectively 1 and 5;

29.4 In case of a tie, the application with the highest score under criterion "a" will be the winner. However, if a tie remains, the decision will be made by a drawing.

29.5 The minimum score for an application to be selected is 7 (seven) and, by the same token, any application that fails to achieve the minimum score will be rejected.

30. The committee will adopt the following criteria for establishing the amount of the grant:

- a. Estimated translation cost;
- b. Estimated publishing cost;
- c. Publisher's market conditions.

31. The evaluation committee will submit to the Centre for Cooperation and Dissemination:

- a. a list of selected applications;
- b. a list of classified applications.

31.1 Both lists will contain the following information

- I – Application’s identification (title and author);
- II – Country of origin;
- III – Score awarded in the evaluation;
- IV – Value of the grant; and
- V – Name of the evaluation committee members.

32. Classified but not selected proposals may be awarded grants at a later date if resources are available and on the basis of the discretion of the public selection managing unit provided that the descending score order is respected within the period which applies for the said selection process.

33. The final selection results will be announced by email directly to the publisher under consideration until 5 (five) calendar days after the evaluation meetings and will be made available on the National Library website, as well as published in the Official Register of Brazil.

34. Appeals to re-evaluate the list of selected proposals and granted values may be submitted within 2 (two) working days following the date of the publication of the results by mail to translation@bn.br.

34.1. The Centre for Cooperation and Dissemination Book Centre will be responsible for re-evaluating any appeal, in agreement with the members of the evaluation committee, within 5 (five) calendar days.

Section VIII – Granting Procedure

35. The awarded grant is formalized through the Terms of Agreement document drafted in Portuguese* signed by the legal signatory of the publisher/institution and the president of the National Library.

* *N.B.* Brazilian Law requires all contracts to be written in Portuguese.

36. The Terms of Agreement document will be mailed to the publisher to sign and return to the National Library.

37. The grants will be paid to the publisher in two installments as follows:

- a. 1st installment: 50% of the grant, following both parties’ signature of the Terms of Agreement.
- b. 2nd installment: 50% of the grant, following receipt by the National Library of 5 (five) copies of the work published by the publisher or the download a e-book copy.

38. The provision of updated banking and other relevant data is the sole responsibility of the applicant.

Section IX – Publisher’s Obligations

39. The publisher commits to provide 10 (ten) copies of the work within up to 24 (twenty-four) months after Terms of Agreement are signed.

- a. Five copies to the National Library;
- b. Five copies to the Brazilian Embassy or official representation in the publisher’s country.

38.1 In reference to grants for e-book editions, the publisher commits to provide a link to access and download the published work.

38.2 The deadline may be prorogued for 12 (twelve) months provided that the publisher presents appeal and justification before the Terms of Agreement expire.

39. The publisher must insert into the book's copyright page, both in the translation language and in Portuguese, the following acknowledgement: "Work published with the support of the Brazilian Ministry of Culture / National Library Foundation," "Obra publicada com o apoio do Ministério da Cultura do Brasil / Fundação Biblioteca Nacional."

39.1. The acknowledgement must be inserted along with the National Library logo, in accordance with the following image and its specifications below:



Minimum measurements for placement of the logo on the acknowledgements page:

- a) Height: 0.71 cm
- b) Width: 4.00 cm
- c) Resolution: 300 dpi

Color specifications:

- a) Black 100% (K100%); or
- b) Pantone 456 C; or
- c) Pantone 201 C.

39.2. The logo and acknowledgement may be placed elsewhere on the book with prior approval by the National Library.

40. Prior to printing the work, the publisher must present a printed proof of the acknowledgements page for approval.

40.1 Exceptionally, and with the National Library's approval, the publisher will be allowed to insert the logo and acknowledgement after the book is published.

41. In the case of editions published solely in printed book form, the publisher commits to publish at least 1,000 (one thousand) copies of the work, if in first edition, and 500 (five hundred) copies if it is a re-edition.

41.1. Publication projects of a first edition with a run of fewer than 1,000 (one thousand) copies will necessarily be the object of special scrutiny by the evaluation committee.

42. The publisher holds itself responsible for correctly submitting the documentation pertaining to the Terms of Agreement and the authorizations arising from copyright and connected rights to the work, without the submittal of which, the Agreement cannot be formalized.

43. The publisher must:

- a. Immediately inform the National Library of any serious issue that may lead to a discontinuation of the project, which may lead to modifying or interrupting the execution of the Agreement.
- b. Immediately inform the National Library of any change in the publisher's legal representative or of the publisher's employee responsible for the work to be translated;
- c. Return to the National Library any funds wrongly received.
- d. Provide the National Library with a receipt signed by the translator, confirming the honorarium was paid.

44. The publisher must inform the National Library of any alteration concerning the terms and conditions of the Agreement so that the continuity of the project can be assessed.

Section X – Penalties

45. Should the publisher not deliver the work according to the terms and conditions provided in this Notice, and as defined in the Agreement, the publisher will be required to return the amount of the first installment.

46. Noncompliance with the terms and conditions provided in this Notice and as defined in the Agreement may entail the following penalties and restrictions concerning future applications:

a. Failure to present the published work: 1 (one) year without submitting new applications, besides refunding the first installment.

b. Cancellation of the project after receiving the first installment: 1 (one) year without submitting new applications, besides the refund.

c. Nonpayment of the translator's honorarium: 3 (three) years without submitting new applications.

d. Delay or negligence regarding the Nacional Library's decision to cancel the support and/or ask for the refund: 5 (five) years without submitting new applications and the necessary legal measures.

Section XI – Follow-up and Evaluation

47. The publisher commits to provide information, over the course of the agreement period, on the translation schedule; production stages and estimated release date as requested by the National Library.

48. Six months following the release of the book, the publisher may be asked to submit a status report on the distribution and marketing plan.

Section XII – Final Remarks

49. This Notice will be available on the websites of FBN (www.bn.br) and of the Brazilian Ministry of Culture (www.cultura.gov.br) and will be published in the Official Register of Brazil.

50. In case of queries, kindly phone +55 21 2220-2057 or send an e-mail translation@bn.br.

51. The materials submitted along with the application will not be returned to the applicant, and the National Library will decide whether to archive or destroy the said materials at a later date.

52. The National Library reserves the right to publish passages of the works translated with the grants of this Notice in publications for the purpose of promoting Brazilian literature and advertising the Support Program for Foreign Translation and Publication of Brazilian Authors, in accordance with the authors and the translators.

53. The costs incurred to participate in this selection process, including copies, postage, document issue and the like, are the sole responsibility of the applicant.

54. By submitting the application, the applicant expressly acknowledges that he/she fully and irrevocably consents to and agrees with all of the items contained in this announcement.

55. Any overlooked matters shall be resolved by the National Library directors.

56. Any irregularities pertaining to participation requirements, discovered at any time, will entail disqualification of the application.

57. All submitted applications, successful or not, will be recorded by the National Library for the purposes of monitoring, documentation and mapping of the Brazilian cultural production.

Myriam Lewin
Acting President

Support Program for Translation and Publication of Brazilian Authors

Attachment I – Registration Form

EDITORA / PUBLISHER

Nome da empresa / Company name:		
Nome de fantasia / Doing business As:		
Endereço / Address		
Cidade / City	País / Country	CEP / Postal Code
Telefone / Telephone	Fax	Website
Nº de registro / Company Identification No.*	Ano de Inauguração / Year Established	Nº de livros impressos/digitais publicados no ano anterior à inscrição / Number of printed/digital books in the year prior to registration
Representante legal / Legal representative	Cargo / Title	
Email	Telefone / Telephone	
Funcionário de contato / Contact person	Cargo / Title	
Email	Telefone / Telephone	

*CUIT, P.IVA, Federal Tax Identification Number, etc.

DADOS DA OBRA / WORK INFORMATION

Título / Title	
Autor / Author	Editadora brasileira / Brazilian publisher
Ano de publicação / Year published	Nº de páginas / Number of pages
Gênero literário / Genre	ISBN

DADOS DO TRADUTOR / TRANSLATOR INFORMATION

Nome / Name		
Endereço / Address		
Cidade / City	País / Country	CEP / Postal Code
Telefone / Telephone	Email	Idioma da tradução / Target language

DADOS DA PUBLICAÇÃO (dados editoriais sobre o projeto de tradução e publicação) / PUBLICATION INFORMATION (publisher information on the translation/publication project)

Tipo de publicação / Publication Type () Print / Impresso () Digital / Digital () Print and Digital / Impresso e digital	Formato / Format (in cm)	Nº de páginas / Number of Pages
Data de publicação estimada / Estimated Publication Date	Preço estimado / Estimated Price	Tiragem / Printed Book Run
Acabamento do livro impresso / Printed Book Finishing () Brochura / Paperback () Capa dura / Hard Cover () Livro de bolso / Pocket () Outro / Other: _____	Tipo de papel / Paper Type	Área de distribuição / Distribution Area

DADOS BANCÁRIOS DA EDITORA PROPONENTE / BANK INFORMATION OF THE PUBLISHER APPLYING

Nome do proponente/beneficiário / Applicant/Beneficiary Name		
Banco / Bank		
Endereço da agência / Branch Address		
Cidade / City	País / Country	CEP / Postal Code
Número do banco / Bank Number	Agência / Branch	Conta corrente / Checking Account Number
IBAN	SWIFT/BIC	
CLABE, CBU (se aplicável / when appropriate)		

INFORMAÇÕES ADICIONAIS / ADDITIONAL INFORMATION

1. A editora solicitante já recebeu outras bolsas/subsídios/incentivos de outras instituições, públicas ou privadas, brasileiras ou internacionais para a tradução e publicação do livro indicado nesta inscrição?

Has the applicant publisher already received other payments/subsidies/incentives from other institutions, public or private, Brazilian or international, to translate and publish the book indicated in this application?

() Não / No.

() Sim / Yes. Qual / Name? _____

2. Como conheceu o Programa de Apoio à Tradução e Publicação de Autores Brasileiros no Exterior?

How did you hear about the Support Program for Translation and Publication of Brazilian Authors?

() Agente literário / Literary agents

() Autores / Authors

() Tradutores / Translators

() Feira literária ou evento literário/Book Fair and/or Literature Event

Qual / Name? _____

() Outro / Other: _____

DECLARAÇÃO / STATEMENT

À FUNDAÇÃO BIBLIOTECA NACIONAL,

Eu, _____ (representante legal), venho requerer a inscrição da obra acima citada no Programa de Apoio à Tradução e à Publicação de Autores Brasileiros no Exterior.

Declaro para os devidos efeitos, sob as penas da lei brasileira, que as informações por mim prestadas constituem fiel expressão da verdade, e que aceito as normas descritas no Edital do referido Programa.

TO THE NATIONAL LIBRARY FOUNDATION,

I, (legal representative), wish to register the aforementioned work in the Grant Program for Foreign Translation and Publication of Brazilian Authors.

I hereby declare that for all intents and purposes, under penalty of Brazilian law, that the information provided by me constitutes a faithful declaration of the truth, and that I accept the rules described for the referenced Program in this Notice.

Local/Place

_____/_____/_____
Data/Date

Representante legal / Legal representative
(assinatura e carimbo/signature and stamp)

Programa de Apoio à Tradução e à Publicação de Autores Brasileiros
Support Program for Translation and Publication of Brazilian Authors

**Anexo II – COMPROVAÇÃO DA CESSÃO DOS DIREITOS AUTORAIS
PATRIMONIAIS DE OBRA**

**Attachment II – PROOF OF ASSIGNMENT OF COPYRIGHTS AND RELATED OWNERSHIP
RIGHTS**

Declaro, na qualidade de representante legal da Editora _____ situada em _____, ser ela titular dos direitos autorais patrimoniais, para fins de tradução e posterior publicação em língua _____ da obra original publicada em português no Brasil, com o título: _____, de autoria de _____, de acordo com o instrumento legal efetivado com Autor e/ou seu representante legal, cuja cópia segue em anexo.

Declaramos ainda, que a mesma possui contrato de tradução, cuja cópia segue em anexo, devidamente legalizado com o Sr(a): _____, que executará o serviço de tradução, de cujos direitos autorais patrimoniais é titular.

I declare, as legal representative of Publisher _____ located in _____, that this Publisher holds all copyrights and other related rights, for purposes of translation and publication in the _____ language from the original work published in Portuguese in Brazil, with the title: _____, authored by _____, in accordance with the legal instrument signed by the Author and/or legal representative of the Author, a copy of which is attached.

We further declare that the Publisher holds the translation contract, a copy of which is attached, duly legalized by Mr./Ms. _____, who will perform the translation and that the Publisher, holds the copyrights for this work.

Local/Place

Data/Date

Representante legal / Legal representative
(assinatura e carimbo/signature and stamp)

Programa de Apoio à Tradução e à Publicação de Autores Brasileiros

Support Program for Translation and Publication of Brazilian Authors

**Anexo II – COMPROVAÇÃO DA CESSÃO DOS DIREITOS AUTORAIS
PATRIMONIAIS DE OBRA**

(For publishers from Portuguese Speaking countries)

Declaro, na qualidade de representante legal da Editora _____ situada em _____, ser ela titular dos direitos autorais patrimoniais, para fins de publicação em _____, país membro da **Comunidade dos Países de Língua Portuguesa** da obra original publicada em português no Brasil, com o título: _____, de Autoria de _____, de acordo com o instrumento legal efetivado com Autor e/ou seu representante legal, cuja cópia segue em anexo.

Declaramos ainda, que a mesma possui contrato de cessão de direitos autorais, cuja cópia segue em anexo, devidamente legalizado com o Sr(a): _____.

LOCAL

_____/_____/_____
DATA

REPRESENTANTE LEGAL DA EDITORA
(assinatura e carimbo)