**The Slovenian Book Agency**, Metelkova 2b, 1000 Ljubljana, on the basis of:

the Regulation (EU) No 1303/2013 of the European Parliament and of the Council of 17 December 2013 laying down common provisions on the European Regional Development Fund, the European Social Fund, the Cohesion Fund, the European Agricultural Fund for Rural Development and the European Maritime and Fisheries Fund and laying down general provisions on the European Regional Development Fund, the European Social Fund, the Cohesion Fund and the European Maritime and Fisheries Fund and repealing Council Regulation (EC) No 1083/2006,

the Regulation (EU) No 1301/2013 of the European Parliament and of the Council of 17 December 2013 on the European Regional Development Fund and on specific provisions concerning the Investment for growth and jobs goal and repealing Regulation (EC) No 1080/2006,

the Partnership Agreement between Slovenia and the European Commission for the period 2014–2020, No CCI 2014SI16M8PA001-1.3 of 30 October 2014, including all amendments,

the Operational Programme for the Implementation of the EU Cohesion Policy in the period 2014–2020, No CCI 2014SI16MAOP001 of 16 December 2014, including all amendments,

the Government of the Republic of Slovenia Act (Official Journal of the Republic of Slovenia, Nos. 24/05 – official consolidated text, 109/08, 38/10 – ZUKN, 8/12, 21/13, 47/13 – ZDU-1G, 65/14, and 55/17),

the State Administration Act (Official Journal of the Republic of Slovenia, Nos. 133/05 – official consolidated text, 89/07 – Constitutional Court Decision, 126/07 – ZUP-E, 48/09, 8/10 – ZUP-G, 8/12 – ZVRS-F, 21/12, 47/13, 12/14, , 90/14, 51/16, 36/21, and 82/21),

the Public Finance Act (Official Journal of the Republic of Slovenia, Nos. 11/11 – official consolidated text, 14/13 – rev., 101/13, 55/15 – ZfisP, 96/15 – ZIPRS1617, 13/18, and 195/20 – Constitutional Court Decision),

the Implementation of the Republic of Slovenia Budget for 2021 and 2022 Act (Official Journal of the Republic of Slovenia, Nos. 174/20, 15/21 – ZDUOP, 74/21, 172/21, 187/21 – ZIPRS2223, and 206/21 – ZDUPŠOP), the Budget of the Republic of Slovenia for 2022 (Official Journal of the Republic of Slovenia, No 174/20),

the Integrity and Prevention of Corruption Act (Official Journal of the Republic of Slovenia, Nos. 69/11 – official consolidated text, and 158/20),

the Book Agency Act of the Republic of Slovenia (Official Journal of the Republic of Slovenia, Nos. 112/07, 40/12 – ZUJF, and 63/13),

the Rules on the procedures for implementing the budget of the Republic of Slovenia (Official Journal of the Republic of Slovenia, Nos. 50/07, 61/08, 99/09 – ZIPRS1011, 3/13, and 81/16),

the Rulebook on the procedural execution of public tenders and public calls in culture of the Republic of Slovenia (Official Journal of the Republic of Slovenia, No 107/15),

the Rulebook on expert commissions of the Slovenian Book Agency (Official Journal of the Republic of Slovenia, No 62/18),

the Rulebook of the Slovenian Book Agency on the implementation of measures for the development of the field of books, co-financed by the European Regional Development Fund,

decrees on the use of European Cohesion Policy funds in the Republic of Slovenia in the 2014–2020 Programming Period for the "Investment for Growth and Jobs" goal (Official Journal of the Republic of Slovenia, Nos. 29/15, 36/16, 58/16, 69/16 – rev., 15/17, 69/17, 67/18, and 51/21) concerning Article 102a of the Exercising of the Public Interest in Culture Act (Official Journal of the Republic of Slovenia, Nos. 77/07 – official consolidated text, 56/08, 4/10, 20/11, 111/13, 68/16, 61/17, and 21/18 – ZNOrg),

Commission Regulations (EU) No 651/2014 of 17 June 2014 declaring certain categories of aid compatible with the internal market in application of Articles 107 and 108 of the Treaty, state aid schemes Model of permanent promotion of Slovenian literary creativity abroad (MSSI Notification No: BE001-3367622-2018, until 31 December 2023 was extended 9 September 2020),

decisions on the support of Government office of the Republic of Slovenia for Development and European Cohesion policy, in the role of managing authority for the European Structural Funds and the Cohesion Fund No 3032-2/2019/25 of 8 July 2021, and

the co-financing agreement No 3340-21-237001 between the Ministry of Culture and the Slovenian Book Agency on co-financing the operation “Slovenia, the main guest of the international Frankfurt Book Fair – a model of permanent promotion of Slovenian literary creativity abroad”

herewith publishes the

**CALL FOR PROPOSALS FOR THE TRANSLATION AND PUBLICATION OF BOOKS BY SLOVENIAN AUTHORS IN FOREIGN LANGUAGES**

**(operation ""Slovenia, Guest of Honour at the International Book Fair in Frankfurt 2023 - a model for sustainable international promotion of Slovenian literary creativity ")** (referred to as: JR3–FRANKFURT–P-2022)

# 1. Name and address of the contracting authority

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

# 2. Subject and purpose of the call

The call is part-financed by the European Regional Development Fund (ERDF). The call for project selection is carried out within the "Operational Programme for the Implementation of the EU Cohesion Policy in the period 2014 – 2020", Priority axis 3: "Dynamic and competitive entrepreneurship for green economic growth"; Investment priority 3.2: "Development and implementation of new business models for SMEs, especially as regards the internationalization"; Specific objective 3.2.1: "Increasing the international competitiveness of SMEs".

**Subject of the call** is the selection of applicants for the co-financing of the translation of literature, originally written in Slovenian language, into foreign languages.

**Purpose** of the call is to enhance visibility, reputation and accessibility of Slovenian literature abroad, support to promotion of Slovenian authors and their works abroad, support for translators, increase export intensity of companies, increase the added value of products and services, and assisting companies in entering foreign markets by establishing business partnerships between copyright holders and foreign publishers.

# 3. Objectives of the call

The objective of the call is to support the implementation of at least 40 projects for the publication of translations of literature, originally written in Slovenian language, into foreign languages.

JAK will award grants in the field of this call for proposals in accordance with the following long-term objectives and content guidelines:

* translation and publishing of quality literature, originally written in Slovenian language, in foreign languages,
* promotion and establishment of authors and their works at home and abroad,
* enhancing visibility and reputation of Slovenian literature and humanities in the international arena,
* support for translators from Slovenian into foreign languages.

# 4. Grant period

Selected applicants will be awarded grants for translations into foreign languages, which will be published no later than 31 December 2022.

Grants will be awarded to cultural projects for the translation of works, originally written in Slovenian language, into foreign languages, in the field of literature and essayist and critical works in the field of culture and humanities for publications in book form. Translations where copyrights have not yet been extinguished will be co-financed.

# 5. Applicants

Micro, small and medium-sized enterprises (hereinafter referred to as: SMEs) established outside the programme area of Cohesion Regions Eastern Slovenia and Western Slovenia, but inside the European Union, may apply for calls for grants for the publishing of translations.

An enterprise is considered to be any legal or natural person engaged in an economic activity, regardless of its legal form. This includes, in particular, self-employed persons and family businesses engaged in craft or other activities, and partnerships or associations regularly engaged in an economic activity.

The category of SMEs consists of enterprises which employ fewer than 250 persons and have either an annual turnover not exceeding EUR 50 million or an annual balance sheet total not exceeding EUR 43 million. An enterprise does not belong to SMEs if it exceeds the thresholds set out above over two consecutive accounting periods. To identify SMEs and determine the size of the enterprise, the applicants shall follow the provisions of Annex I to Commission Regulation 651/2014/EU. Related companies are also companies that are related through the ownership shares of natural persons, subject to the provisions of Annex I to Commission Regulation 651/2014/EU.

Companies registered for the following activities can apply for grants:

18.120 (Other printing)

18.130 (Pre-press and pre-media services)

47.610 (Retail sale of books in specialised stores)

58.110 (Book publishing)

58.140 (Publishing of journals and periodicals)

58.190 (Other publishing activities)

72.200 (Research and experimental development on social sciences and humanities)

74.300 (Translation and interpretation activities)

82.190 (Photocopying, document preparation and other specialised office support activities)

82.300 (Organisation of conventions and trade shows)

85.520 (Cultural education)

90.010 (Performing arts)

90.020 (Support activities to performing arts)

90.030 (Artistic creation)

94.120 (Activities of professional membership organisations)

94.999 (Activities of other membership organisations n.e.c.)

Applicants are legal entities registered abroad who prove in their application that they perform at least one of the above activities and who ensure the publication of translation of works, originally written in Slovene language.

The projects will be implemented, pursuant to the second paragraph of Article 70 of Regulation No 1303/2013/EU, outside the programme areas of the Cohesion Region of Eastern Slovenia and the Cohesion Region of Western Slovenia, but inside the European Union. The total value of the call to proposals is EUR 215,939.20, of which 60% is funds or 24 standard unit costs (EUR 129,563.52) intended for applicants who will purchase the copyright for the publishing of a translation from a company with its registered office or permanent residence in the Cohesion Region of Eastern Slovenia and 40% of the funds or 16 standard unit costs (EUR 86,375.68) to the applicants who will purchase the copyright for the publishing of a translation from a company with its registered office or permanent residence in the Cohesion Region of Western Slovenia.

Applicants must be established outside the programme area of ​​the Cohesion Region of Eastern Slovenia and the Cohesion Region of Western Slovenia, but inside the European Union.

For each of the applicants, the application to the call for tenders must unambiguously specify in which Member State of the European Union it is established.

# 6. Indicative amount of funds available for the Call JR3–FRANKFURT–P-2022; financial value of the call; selection procedure; the eligible time-frame of the co-financed budget use

The indicative total amount of funds available for the implementation of the call JR3–FRANKFURT–P-2022 is EUR 215,939.20.

The period of availability of funds for the call covers the financial year 2022.

The period of eligibility of expenditure of the selected applicant (date of payment of invoices or authentic accounting documents) shall be from the date of the decision on the applicants selected for grants until 31 December 2022. The period of eligibility of public expenditure (payments from the budget) shall be from the date of the decision on the applicants selected for grants until 31 March 2023.

Funds granted within the framework of this call should be used within the year 2022 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.

Part of the co-financed budget may remain unallocated in case of insufficient number of relevant applications. Part of the co-financed budget may remain unallocated even if the remaining funds are not sufficient to cover the entire planned co-financing, defined in the financial construction of the application, which would be the next eligible for co-financing. In the event that not the entire co-financing budget is spent after opening, this part of the funds will remain unallocated.

In the first phase of implementing the public call JAK will verify the compliance with the conditions of the call for proposals of the applicants, which is the responsibility of the commission for opening applications, which is appointed by a decision of the director of JAK. 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 and the amount of funds granted for the selected cultural projects. JAK will conclude co-financing agreements with the selected applicant by 31 December 2022. The selected applicant must meet the conditions of the call throughout the duration of the co-financing agreement.

If JAK or another competent body, based on regular or exceptional checks of the co-financed cultural project discovers that the chosen cultural project has not been carried out, or that the execution is inconsistent with the submitted application or agreement, inadequate or at an insufficient level, or that the applicant has not fulfilled other obligations speculated by the agreement, 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.

# 7. Eligible costs

Funding under this call for proposals will be in accordance with the rules of European cohesion policy, the state aid scheme and the current Guidance of the Managing Authority on eligible costs for European cohesion policy funds for the programming period 2014-2020 (<http://eu-skladi.si/sl/ekp/navodila>). To simplify the eligible costs of projects, a simplified form of accounting for eligible costs is used, namely the standard scales of unit costs (hereinafter: standard unit costs), with one published translation after this public call. Eligible public expenditure will be paid on the basis of proof of the published translation.

**Eligible costs include:**

Costs of outsourcing services – work under a contract for a copyrighted work, namely:

* translation costs,
* labour costs (authors of texts, authors of introductory/accompanying texts, translators, illustrators, proofreaders, correctors, payment of peer review, etc., labour costs of the publisher, including costs of editorial work),
* the cost of purchasing copyright.

Costs of outsourcing services – work under a contract for services, namely:

* labour costs (proofreaders, correctors, payment of peer review, etc., labour costs of the publisher, including costs of editorial work),

Wage costs (in whole or in part)

Information and communication costs, namely:

* design, pre-press services and printing.

**Eligible costs exclude:**

* Value added tax

It will not be necessary to prove the actual costs, as the listed eligible costs have been taken into account in the preparation of the methodology for calculating the standard unit cost.

Selected applicants will be eligible for funding in the amount of translations published, multiplied by a pre-determined standard unit cost. **The standard unit cost for each published translation is set at a fixed amount of EUR 5,398.48, which represents the maximum share of support or 70% of the value of eligible costs.**

# 8. Conditions for the participation in the public call JR3–FRANKFURT–P-2022

The application of the applicant must meet all the conditions and other provisions of the public call and call documentation. Eligibility must be based on the content of the entire application. If the application does not meet all the conditions and other provisions of the public call and call documentation, it shall be rejected by a decision.

Regarding the compliance of the call conditions, the applicant shall sign a statement confirming the compliance and acceptance of the conditions for candidacy and other provisions of the public call and call documentation in this public call under criminal and material liability (the statement is part of the application form).

Instructions for proving the compliance of the conditions for candidacy and the method of verification are defined in more detail in Chapter 8 of the call documentation.

In case of doubt regarding the compliance of the conditions, JAK may request additional explanations or evidence.

In the event that the non-compliance of the conditions is established after the issuance of the selection decision, the co-financing agreement will not be concluded, and the decision will be revoked or annulled.

In the event that non-compliance is established after signing the co-financing agreement, JAK may withdraw from the co-financing agreement, and the selected applicant will be obliged to return the funds already received together with statutory default interest from the day of transfer of funds to their transaction account until the day of repayment of funds to the budget of the Republic of Slovenia.

**General conditions**

The applicants shall meet the following general conditions:

* the project must be consistent with the purpose, objective and subject of the public call and with the objectives of the "Operational Program for the Implementation of European Cohesion Policy in the period 2014–2020”,
* they correspond to the types of applicants set out in point 5 of the call (in terms of size and legal form),
* they are not registered or have permanent residence in the Cohesion Region of Eastern Slovenia or the Cohesion Region of Western Slovenia,
* they are legal persons established abroad, namely in the European Union, as on the basis of Article 70 of Regulation No 1303/2013/EU projects benefit the programme areas of the Cohesion Region of Eastern Slovenia and the Cohesion Region of Western Slovenia,
* the copyrights for the translation will be purchased from a company with its registered office or permanent residence in the Cohesion Region of Eastern Slovenia and the Cohesion Region of Western Slovenia;
* the project is intended for the international recognition of Slovenian authors and creativity abroad,
* the applicant shall permit the publication of personal data for the purpose of publishing the results of the public call on the JAK website, in agreement with the Access to Public Information Act (Official Journal of the Republic of Slovenia, No 51/06-UPB2) and the Personal Data Protection Act (Official Journal of the Republic of Slovenia, No 94/07-UPB1),
* only one applicant shall apply for the same cultural project (in whole or in part),
* the applicant shall apply for this public call only once with the same cultural project (in whole or in part),
* the applicant shall take into account the content specification and objectives of the call area when applying, in accordance with points 2 and 3 of the text of the call;
* the applicant shall have no outstanding financial obligations to the Ministry of Culture or Slovenian Book Agency (in the amount of EUR 50 or more on the day of application) under co-financing agreements from public funds, provided that they are not already established by a final enforceable title,
* the applicant has no outstanding financial liabilities arising from compulsory charges and other monetary non-tax liabilities in accordance with the law governing the financial administration, collected by the tax authority (in the amount of EUR 50 or more on the day of application); an applicant who is an economic operator shall be deemed not to have fulfilled their obligations even if they have not submitted all the withholding tax returns for the period of the last year up to the date of submission of the application,
* between the applicant and the Ministry of Culture or JAK no serious irregularities in the use of public funds and compliance of key contractual obligations have been identified in the already concluded co-financing agreements, due to which the Ministry of Culture or JAK withdrew from the co-financing agreement, and less than 5 years have passed since the withdrawal from the agreement,
* the applicant is not in compulsory settlement procedure, bankruptcy proceeding, liquidation procedure or compulsory dissolution, their business is not managed by a court for other reasons, they have not abandoned their business and were not insolvent on the day of submitting the application, in accordance with the Financial Operations, Insolvency Proceedings and Compulsory Dissolution Act (Official Journal of the Republic of Slovenia, No 13/14 – officially consolidated text, 10/15 – rev., 27/16, 31/16 – Constitutional Court Decision, 63/16 – ZD-, and 54/18 – Constitutional Court Decision,
* the applicant shall not receive or is not in the process of obtaining state aid for rescuing and restructuring firms in difficulty under the Act Governing Rescue and Restructuring Aid for Companies and Cooperatives in Difficulty (Official Journal of the Republic of Slovenia, No 5/17) and an undertaking in difficulty with regard to Point 18 of Article 2 of Commission Regulation (EU) No 651/2014,
* with regard to the applicant, no ban has been issued in relation to JAK to the extent provided for in Article 35 of the Integrity and Prevention of Corruption Act (Official Journal of the Republic of Slovenia, No 69/11 – official consolidated text),
* the applicant does not have a registered main activity in accordance with Commission Regulation 1407/2013/EU and the content of the co-financed project may not relate to the following excluded sectors:
* fisheries and aquaculture as covered by Regulation (EU) No 1379/2013 of the European Parliament and of the Council of 11 December 2013 on the common organisation of the markets in fishery and aquaculture products and amending Council Regulations (EC) Nos. 1184/2006 and (EC) 1224/2009, and repealing Council Regulation (EC) No 104/2000,
* primary production of agricultural products,
* processing and marketing of agricultural products, in the following cases:
* where the amount of aid is determined on the basis of the price or quantity of such products purchased from primary producers or placed on the market by the undertaking concerned,
* where the aid is conditional on it being transferred in part or in full to the primary producers,
* the actual owner(s) of the applicant in accordance with the Prevention of Money Laundering and Terrorist Financing Act (Official Journal of the Republic of Slovenia, No 68/16) is(are) not involved in money laundering and terrorist financing,
* the applicant is not in the process of claw-back of unjustly received state aid, on the basis of a European Commission decision declaring the received state aid illegal and incompatible with the common market of the Community,
* the applicant for the same already reimbursed eligible costs and activities that are subject to co-financing under this public tender did not and will not obtain funds from other public sources (European, national or local budget funds) (prohibition of double co-financing).

the applicant submits a statement of compliance with the conditions on the application form.

**8.2 Special conditions**

The applicants shall meet also the following special conditions:

* they have published at least one title in the field of literature or humanities in the previous year,
* they intend to provide a printed book edition of the translation of a work by a Slovenian author or an author who creates in Slovenian language exclusively in German, French or English language,
* the original Slovenian work was published no later than 31 December 2021, or in the case of selections and anthologies, all texts have been published by that date at the latest,
* this is the first translation of the entire submitted literary work into the registered language and that the translation has not yet been published by the date of submission of the application for this public call,
* that the translation will be published or will be carried out by the deadline specified in the letter of intent or contract with the publisher, but no later than 31 December 2022, by that date at the latest, JAK must receive three copies of the translation of the printed book and a link to the published e-book or audiobook, if the e-book and audiobook were also mentioned in the application,
* they shall provide a circulation of at least 400 copies for literary work in prose or work in the humanities and a circulation of at least 200 copies for poetry and drama. However, they shall undertake that the co-financed book edition will be available in the event of a sold-out edition by printing on request or reprinting at least three years after the publication of the co-financed book,
* they shall adjust the contract between the translator and the legal entity established abroad, which will publish the submitted work in German, French or English language, and that the rights to publish the translation have not yet been extinguished,
* they shall have copyrights for the work they are submitting, namely a signed contract with the copyright owner,
* they shall apply for co-financing in the amount of 5,398.48, which represents the maximum share of support or 70% of the value of eligible costs,
* they did not receive funds from other financiers for the costs that are the subject of co-financing and are claimed by JAK within the standard cost per unit as eligible costs.

**9. Cumulation of aid, incentive effect and allocation threshold**

Aid may be cumulated with other state aid or de minimis aid for the same eligible costs only if such cumulation does not exceed the maximum aid intensity or aid amount.

In order to be reimbursed, the selected applicant must submit a written request for assistance (application for the call) before the start of the project or activity.

**Indicative amount of funds available and the ratio between earmarked EU funds for cohesion policy and Slovenia's participation in co-financing cohesion policy**

The approximate total amount of funds available for the implementation of the public call is EUR 215,939.20.

|  |  |  |
| --- | --- | --- |
| Budget line | ASSETS IN EUR | Share in % |
| PP 160067 – PN3.2 – Developmentinternationalization – 14-20-V-EU | 97,172.64 | 45% |
| PP 160067 – PN3.2 – Developmentinternationalization – 14-20-V-SLO | 32,390.88 | 15% |
| PP 160069 – PN3.2 – Developmentinternationalization – 14-20-W-EU | 60,462.98 | 28% |
| PP 160069 – PN3.2 – Developmentinternationalization – 14-20-Z-SLO | 25,912.70 | 12% |
| **TOTAL:** | **215,939.20** | **100%** |

The ratio between the earmarked EU funds for cohesion policy and Slovenia's participation in co-financing projects is:

|  |  |  |
| --- | --- | --- |
| **Cohesion region**  | **EU share**  | **SLO share** |
| **Eastern Slovenia** | 75% | 25% |
| **Western Slovenia** | 70% | 30% |

# 10. The award criteria for the grant

|  |  |  |
| --- | --- | --- |
|  | **Criteria** | **Total points** |
| 1. | Consideration of already obtained evidence of quality assurance, assessment of the quality and feasibility of the project (ability of the holders to implement the project) – references of the applicant | 10 |
| 2. | Consideration of already obtained evidence of quality assurance – references of the literary work and its author/authors  | 10 |
| 3. | Consideration of already obtained evidence of quality assurance – translator's references, scope and quality of their translation work  | 10 |
| 4. | Quality Assurance – translation type (indirect translation 0 points, direct translation 1 point) | 1 |
| 5. | Adequacy of the business model, market potential and sustainability, the possibility of penetration into foreign markets and the potential of individual foreign markets – expected reach and availability of translation (circulation, e-book, audiobook) | 4 |
| 6.  | Innovation and market potential – planned promotional activities, their innovation, diversity, addressing different target groups  | 4 |
| 7.  | Contribution to social change and raising social awareness | 1 |
|  | **Total points** | **40** |

# 11. Use of the award criteria and the evaluation process

Applications will be evaluated according to the award criteria by the Expert Commission for the International Promotion of Slovenian Literature and Humanities.

The criteria are evaluated with points, with the highest possible number of points for each criterion. The cultural 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 40 points. Projects eligible for financial support must achieve at least 33 points. In case that the total amount of financial support for approved cultural projects, which have reached the minimum threshold of 33 points, exceed the value of the public tender, financial support will be given to projects with the highest score. The evaluation will be carried out separately for the applicants, who will purchase the copyright for the translation from the company with its registered office or permanent residence in the cohesion region of Eastern Slovenia, and for applicants who will purchase the copyright for the translation from a company with its registered office or permanent residence in the cohesion region of Western Slovenia.

In the event of the same number of points, priority will be given to applicants who have received more points under criterion No 1, then No 2, etc.

# 12. Scheme and compliance with state aid rules

Co-financing within the public call will take place on the basis of the notified state aid scheme "Model of permanent promotion of Slovenian literary creativity abroad" (registration number of the MSSI notification: BE01-3367622-2018; registration number of the MSEC notification: SA.52664 of 4 December 2018 until 31 December 2023 was extended 9 September 2020).

# 13. Information and publicity requirements to be met by selected applicants in accordance with Articles 115 and 116 of Regulation 1303/2013/EU and the Guidelines of the Managing Authority

Selected applicants must meet the information and publicity requirements in accordance with Articles 115 and 116 of Regulation 1303/2013/EU, the applicable Guidelines of the Managing Authority in the field of communication of content in the field of European cohesion policy for the programming period 2014-2020 (<http://www.eu-skladi.si/ekp/navodila>) and the Manual on the Integrated Graphic Image of European Cohesion Policy 2014–2020 (<http://www.eu-skladi.si/portal/sl/aktualno/logotipi>).

# 14. Requirements for documentation storage, monitoring, and recording

The selected applicant will be obliged to ensure the availability and storage of all original documentation related to the project and to provide JAK and other supervisory bodies with insight into the said documentation for future verification in accordance with EU rules and legislation of the Republic of Slovenia for 10 (ten) years.

# 15. Requirements regarding the availability of documentation to supervisory authorities

The selected applicant must enable technical, administrative and financial control over the implementation of the project, the co-financing of which is based on or carried out on the basis of a public call. Supervision is carried out by the agency, the intermediary body, the managing authority, the certifying authority, the audit authority, and other Slovenian and European supervisory and audit authorities (hereinafter: supervisory authorities).

# 16. Ensuring equal opportunities and sustainable development in accordance with Articles 7 and 8 of Regulation 1303/2013/EU

The selected applicant will have to ensure the promotion of equal opportunities for men and women and to prevent any discrimination, in particular with regard to accessibility for people with disabilities, between persons involved in call activities in accordance with the legislation covering equal opportunities and Article 7 of Regulation 1303/2013/EU.

The selected applicant will have to implement the results of the project in accordance with the principle of sustainable development and promoting the European Union's goal of preserving, protecting and improving the quality of the environment, taking into account the "polluter pays" principle in accordance with Article 8 of Regulation 1303/2013/EU.

# 17. Personal data protection and trade secret

Personal data protection provided by JAK by applicants or selected applicants will be ensured in accordance with applicable legislation governing the protection of personal data, including the General Regulation GDPR, ZVOP-1, and Articles 115 and 140 of Regulation 1303/2013/EU. In this regard, the Agency refers to general information or notices on the protection of personal data published on the Agency's website at [this link](https://www.jakrs.si/javni-razpisi-in-pozivi/razpisi-in-pozivi?tx_razpisi_pi1%5brazpis%5d=432&cHash=006e6404e840109b6af166217212569b).

More information on the personal data protection and the commitments of the intermediary body and the agency can be found in Annex No 2 (Personal data protection and trade secret (MK)) and Annex 3 (Personal data protection and trade secret (JAK)) as part of the call documentation.

All data from applications opened by the commission are public information, except for those data that the applicant specifically marked, namely trade secret, personal data, and other exceptions from Article 6 of the Public Information Access Act (Official Journal of the Republic of Slovenia, No 51/06 – official consolidated text, 117/06-ZdavP-2, 23/14, 50/14, 19/15 - Constitutional Court Decision, and 7/18, hereinafter: ZDIJZ), which are not publicly available and thus may not be disclosed or accessible to the public. Trade secret may relate to an individual piece of information or to a part of an application, but it cannot relate to the entire application. The applicant must explain why individual information should not be available to the public as information of a public nature. If the applicant does not mark and explain such information in the application, the agency may assume that the application does not contain trade secrets and other exceptions from Article 6 of the ZDIJZ.

The purpose of processing the data provided by JAK applicants is to conduct a public call, keep data, records, analyses and other collections for the agency and supervisory bodies, namely on the outcome of the public call and the implementation of the co-financing agreement. Furthermore, the purpose of personal data processing is also the preparation of studies and evaluations, cooperation and preparation or making applications in proceedings before competent authorities (proceedings before judicial, investigative or other competent authorities). Personal data will also be processed for the purposes of the efficient operation of the information systems or devices used or required to be used by the agency.

Data on co-financed projects for which it is so determined by regulations or are public will be published. A list of selected applicants will be published, including the name of the selected applicant, the name of the project, the programme area of ​​the selected applicant, and the amount of public funding for the project. Publications of data on projects and selected applicants will be carried out in accordance with the ZDIJZ.

# 18. Requirements for monitoring and evaluating the achievement of project objectives and indicators

The selected applicant will be obliged to monitor and provide JAK with data on the achievement of project objectives and indicators for the purpose of project monitoring and evaluation in accordance with Articles 27, 54, 96 and 125 of Regulation 1303/2013/EU, Article 6, and Annex I of Regulation 1301/2013/EU.

Evidence of the achievement of the objectives that will need to be collected for monitoring and evaluation purposes is specified in the call dossier.

The selected applicant must realistically present the planned objectives of the project in the application. The data from the application form (received documentation) will be the basis for monitoring the expected results and as such will also be an annex to the co-financing agreement.

In the event that changes occur during the implementation of the project that would affect the assessment of the application by lowering the assessment below the co-financed threshold, JAK shall withdraw from the co-financing agreement and shall require a refund together with statutory default interest from the day of transfer of funds to the transaction account of the selected applicant to the day of return of funds to the budget of the Republic of Slovenia.

After the completion of the project, the selected applicants are obliged to participate in the economic evaluation of the achievement of the goal and indicators, and they must also provide all the necessary information that will be required of them by one of the supervisory authorities. In the event that the selected applicants refuse such participation or do not respond to the call, JAK may request the return of all funds received together with statutory default interest from the day of transfer of funds to the transaction account of the selected applicant to the day of return of funds to the budget of the Republic of Slovenia.

# 19. Consequences if it is established that serious errors, irregularities, fraud or breaches of obligations have occurred in the process of approval or implementation of projects

If it is established that serious errors, irregularities or breaches of obligations have occurred in the process of approving or implementing projects, or that the applicant has not been informed of all facts and data that were known or should have been known to them or that they provided untrue, incomplete data or documents or concealed information that they would be obliged to disclose in accordance with this public call, as it could influence JAK's decision to award grants or that they unjustifiably obtained funds under this public call on the basis of a forged document or criminal offence, JAK will withdraw from the contract, and the selected applicant will be obliged to return unduly received funds together with statutory default interest from the date of transfer of funds to their transaction account until the date of return of funds to the budget of the Republic of Slovenia. If such conduct is intentional, it will be considered fraud.

# Consequences if it is established that the activities on the projects were not in accordance with the laws of the European Union and the Republic of Slovenia

If it is established that the activities on the project were not in accordance with the provisions of Article 6 of Regulation 1303/2013/EU, in accordance with European Union law and the law of the Republic of Slovenia, the agency will withdraw from the co-financing agreement, and the selected applicant will be obliged to return the unduly received funds together with statutory default interest from the day of transfer of funds to their transaction account until the day of return of funds to the budget of the Republic of Slovenia.

# Consequences if double financing of an individual project is established or that the amount of project financing has exceeded the maximum allowed level or amount of aid

Double claiming and double financing of expenditure already reimbursed from any other source is not allowed. If double claiming or double financing of expenditures is established, the agency shall withdraw from the co-financing agreement and shall request the return of already paid funds together with statutory default interest from the day of transfer of funds to their transaction account until the day of return of funds to the budget of the Republic of Slovenia. If double claiming or double financing of expenditure is intentional, it will be considered fraud.

# Deadline for submissions and the submission process

The application must be completed on the prescribed call forms, dated and signed, and must contain all mandatory annexes and information specified in the call documentation.

All documentation of the public call JR3-FRANKFURT-P-2022 is available of the website of the Slovenian Book Agency at [www.jakrs.si](http://www.jakrs.si).

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.

Applicants should submit the completed **application form within the deadline for submissions in electronic form (scan of the signed and stamped application form with all mandatory attachments and the application form in Word format) to the e-mail address (katja.urbanija@jakrs.si) and send printed version by registered post.**

The application must be sent in a sealed envelope with the inscription “DO NOT OPEN – CALL FOR PROPOSALS APPLICATION (JR3-FRANKFURT-P-2022)”. The back of the envelope must contain legal name and address (headquarters) of the applicant.

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 deadline for collecting applications starts on the day of the publication of the public call to proposals in the Official Journal of the Republic of Slovenia and on the JAK website, and closes on the last day for submitting applications, which is **15 April 2022.**

# 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 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.

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 JR3-FRANKFURT-P-2022, 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 **15 April 2022**. 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.

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.**

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 Director of the Book Agency. Applicants will be informed of the results of the call no later than 60 days from the opening of applications.

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.

The Book Agency holds the right to cancel the public call at any time until the issuance of (non)selection decisions by publishing a notice in the Official Journal of the Republic of Slovenia.

# Call for proposals documentation

The call documentation includes:

* the text of the public call for proposals (JR3-FRANKFURT-P-2022),
* the application form (Slovenian or English version).

The call for proposals documentation (short note) is available on the JAK website <http://www.jakrs.si/javni-razpisi-in-pozivi/>.

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

* Application form (JR3-FRANKFURT-P-2022) with the following mandatory attachments:
* A letter of intent or the contract between the translator and a legal person with a registered office abroad who will publish the work that is being applied for in German, French or English language, along with the expected date of realization no later than 31 December 2022,
* Evidence of valid copyrights – copyright acquisition agreement,
* A statement by the applicant containing information on the number of employees, the annual turnover and the balance sheet total for the last two years,
* A declaration by the applicant that the company is not ‘an undertaking in difficulty’ with regard to Point 18 of Article 2 of Commission Regulation (EU) No 651/2014,
* Proof from the competent authority of the settlement of taxes and contributions due in the applicant's country of residence.

# Cost eligibility

EVIDENCE for proving the eligibility of the standard cost per unit for publishing a translation of a work by a Slovenian author into a foreign language:

**When submitting a request for payment (i.e. at the conclusion of the project):**

* three copies of the published translation,
* substantive report on the implementation of the project,
* book cover in PDF format,
* the entire book in PDF format.

# 26. Contact person for all additional information

All information can be acquired at JAK’s website at www.jak.si/en, and also via telephone or e-mail every working day between 10 AM in 12 AM CET with the following contact person:

- Katja Urbanija, E-mail: katja.urbanija(at)jakrs.si, Phone No.: +386 (0) 1 320 28 30.

 **Dimitrij Rupel, Ph.D.**

 Director of the Slovenian Book Agency