



ROMANIAN
CULTURAL
INSTITUTE

**Aleea Alexandru nr. 38
Sector 1, RO-011824, Bucharest
Phone: 00 40317 00 691
publishingromania@icr.ro**

**Financing Programme for the Publication of Foreign-Language
Magazine Supplements, Thematic Issues or Academic Journals
Devoted to Romanian Culture and Civilisation**

«2021 – 2022»

Application Form

**This application form shall be completed in English. All information shall be typed in. No fields are to be left empty. The application form, wet-signed by all parties, shall be submitted, by post, alongside the supporting items required per the programme guidelines.*

Application no. (to be completed on registration)	
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I. THE APPLICANT

1. Name

2. Legal representative (Surname, first name, position)

3. Nature of the applicant (association/foundation/public or private university/company etc.)

4. Year of establishment

5. Official address

6. Contact details (telephone, fax, e-mail, web site)

II. Publication

1. Title

2. Subtitle

3. ISBN or ISSN

4. Periodicity (weekly/fortnightly/monthly/quarterly etc.)

5. Field of interest

6. Language(s) of the publication

7. Director (founder)

8. Editor-in-chief

9. Editorial board

10. Address of editorial offices

11. Editorial office contact details (telephone, fax, e-mail, web site)

12. Date of first issue

13. Format and number of pages

14. Target audience

15. Average annual number of copies

16. List of special issues/supplements published annually

17. Average annual sales/subscriptions

Year	Type of subscription	Price

18. Average annual retail sales (non-subscription sales)

19. Free copies (annual average)

20. Distribution network

21. Methods of promoting the publication

III. Presentation of the special issue/supplement

1. Subject matter

2. Contents

Contributions (copies of the articles that are to be published or, as the case may be, their titles and a five-line summary of the content of each article).

Copies of contracts with authors and/or translators (if the case) shall be appended.

Likewise, presentations of the authors and translators involved in the publishing project shall be appended.

3. Format and number of pages (if available, a pre-press layout may be appended).

4. Scheduled date for publication

5. Print run

6. Retail price

7. Distribution network

8. Intended strategy for promoting the publication

IV. Budget for the publishing proposal

Promotion costs (in EUR)	
Distribution costs (in EUR)	
Other costs borne by the Applicant (in EUR)	
TOTAL	

Eligible costs	EUR
Copyright costs	
Fees due to copyright owners and translators – <i>sum per person</i>	
SUBTOTAL	
Publishing costs	
Layout, proof-reading, editing, printing, image processing etc. – <i>fees and/or services, breakdown of each type of cost and provider</i>	
SUBTOTAL	
TOTAL	
Amount requested from the Romanian Cultural Institute (up to 75% of the fees due to copyright owners and translators, as well as the production costs (layout, graphic and cover design, proofreading, paper, printing etc.), but not exceeding a total amount of 8,000 EUR per proposal)	

Have you received or applied for another grant? If so, please list the type of costs covered by the respective grant. We also require that you give the name of the organization to which you have applied, and the requested amount (in EUR).

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In my capacity as legal representative of the applicant, I hereby certify that the information presented above is true and complete, and I undertake to provide any other supporting document that the Romanian Cultural Institute may request.

Name	
Date	
Signature of legal representative	

V. DECLARATION

THE FOLLOWING DECLARATION MUST BE SIGNED BY THE PERSON LEGALLY AUTHORISED TO COMMIT THE APPLICANT ORGANISATION/BENEFICIARY

This is to certify that the submitted information is true and correct and that the applicant institution is not in any of the following situations:

- being bankrupt or being wound up, having the affairs administered by the courts, having entered into an arrangement with creditors, having suspended business activities, being the subject of proceedings concerning those matters, or being in any analogous situation arising from a similar procedure provided for in national legislation or regulations;
- having been convicted of an offence concerning professional conduct by a judgement which has the force of *res judicata* (i.e., against which no appeal is possible);
- being guilty of grave professional misconduct proven by any means which the contracting authority can justify;
- having not fulfilled obligations relating to the payment of social security contributions or the payment of taxes in accordance with the legal provisions of the country in which is established.

By signing this declaration, I hereby confirm that I have read, understood and will abide by the terms of the Publishing Romania guidelines and, should the application be selected, I hereby undertake to deliver the operation according to the details of the present application.

Name:

Position within the applicant organisation:

Date:

Signature:

Official stamp (if available):

List of documents to be attached:

- copies of the copyright contracts concluded for the text, images, etc. in English or Romanian;
- certificate for tax-code registration translated into Romanian or English by a registered translator;
- presentations of the authors or the team working on the publishing project, in Romanian or English;
- a CV of the editor-in-chief;
- a list of topics for the special issues/supplements;
- copies of the latest two issues of the publication;
- a pre-press layout, if available.