



## MANDATE

**The British Columbia Arts Council supports the arts and cultural community by providing financial assistance, policy research, advocacy, and public education.**

## MISSION AND CORE VALUES

The mission of the Council is to engage all British Columbians in a healthy arts and cultural community that is recognized for its excellence. In pursuing this mission, the Council is guided by six core values:

1. Artistic excellence in all art forms.
2. Vibrant arts and cultural communities central to the creation of a healthy society.
3. Breadth of artistic activity - from emerging to established, from classical to experimental and from traditional to contemporary.
4. Inclusiveness, while respecting B.C.'s Aboriginal arts and culture.
5. Clear goals, developed in consultation with the arts and cultural communities, to guide short and long-term operations.
6. Fair and transparent administrative and adjudicative processes that adhere to the principles of accountability, independence recognition of merit, and equality of opportunity.

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## BLOCK FUNDING FOR BOOK PUBLISHERS

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The BC Arts Council supports the provincial publishing industry by providing annual, ongoing funding to established, eligible B.C. Publishers. Note that funding is based on an assessment of eligible books published during the previous calendar year. The Title Assistance program is a stepping stone for those publishers looking to enter the Block Publishing program.

## ARTISTIC EXCELLENCE

All artists and practitioners strive for excellence in their work. The assessment of artistic excellence is central to the evaluation of requests for funding. The fact that everyone experiences artistic work in his/her own way makes the assessment of artistic quality difficult to discuss.

The Council's approach is to consider three dimensions of artistic work:

1. Idea – the intention or artistic impetus behind the work.
2. Practice – the effectiveness of how the work is put into practice and the impact it has on those experiencing it.
3. Development – the contribution the work makes to the development of the artist, the art form and the arts more widely.

All applicants to the British Columbia Arts Council are encouraged to submit concise, realistic requests, responding fully to the assessment criteria.

An essential element of any application is insightful, critical self-reflection. The Council believes that artists and arts organizations are well placed to assess the quality of the work they produce. Members of advisory committees and juries want to hear the applicant's own assessment of the problems faced and the creative solutions under consideration.

BC Arts Council programs are accessible to Aboriginal artists or arts organizations and artists or arts organizations from diverse cultural and regional communities of British Columbia.

## **GUIDELINES**

### **Eligible Publishers**

Under normal circumstances, an eligible book publisher must:

- Be an established book publisher that has operated for at least three years.
- Have been a legally registered company in B.C. for at least three years.
- Have its head office, general office, editorial office, general operations, management based in B.C. for at least three years.
- Be managed and financially controlled by B.C. residents (who own at least 75% of the company).
- Have book publishing as its primary (rather than a peripheral or occasional) business, with the publication of original titles as the focus of that business, and that at least 75% of the titles produced by authors other than principals in the company or related companies.
- Maintain full control over editorial processes, and have editorial independence from any other company receiving support from the BC Arts Council. Where affiliations with other companies or agencies exist, publishers must be able to demonstrate separate editorial departments, budgets, and financial statements for the book publishing operation.
- Provide appropriate financial statements for the most recently-completed fiscal year, identifying previous funding received from the BC Arts Council. Where a company's operations includes other activities ancillary to the publication of original books, the applicant is required to provide a statement of revenue and expenses specifically related to the book publishing segment of the company.
- Have at least eight eligible titles in print, have published a minimum of three eligible titles per year for the past three years; and be committed to an ongoing program of publishing original titles.
- Have demonstrated the ability to maintain professional standards in editing, designing, printing, marketing and distributing its books.
- Issue clear royalty statements on a regular basis and fulfill all contractual obligations to writers, illustrators, translators and other copyright licensors. In the case of a book for which no royalty arrangements have been made, the publisher must demonstrate that any authors have been paid for their work. Publishers owing payments to writers, illustrators, translators and (or) other copyright licensors as of the application deadline will not be eligible for funding.
- Have, in the case of new applicants, received at least two BC Arts Council's Title Assistance for Book Publishers awards.

### **Eligible Books:**

An eligible book:

- Makes a contribution to the development of provincial or national arts and culture.
- Is written (and in the case of children's books, illustrated) by Canadian citizens or permanent residents of Canada.
- Is accessible to a general reading audience and not exclusively intended for a specialized readership.
- Is a book for which the author receives a royalty on each book sold (or a fee in lieu of royalties). If there is no royalty agreement, the publisher must demonstrate that any authors have been paid for their work.
- Contains a significant portion of original material or makes a significant contribution to arts and culture with previously sourced material.

- Is word-based unless it is a picture book targeted at children or otherwise makes a significant contribution to the arts.
- Has content that is entirely within the publisher's editorial control and not under the control of another financial stakeholder.
- Is a minimum of 48 printed pages in length, or, in the case of children's books, 24 pages.
- Is printed in Canada, except in the case of an international co-edition (which should be clearly highlighted as a co-edition on the title or copyright page of the book) or a full-colour, highly illustrated book from an eligible genre (for which printing at a competitive price was not available in Canada).
- Is free of advertising other than for the publisher's own material.
- Has a print run of at least 350 copies.
- Is, in the case of translated works, translated by a Canadian citizen or permanent resident of Canada.

If a book is a co-edition, the publisher must demonstrate that the partnership makes a significant creative and editorial contribution to publication.

In the case of anthologies, at least 50 % of the contributors must be Canadian citizens or permanent residents of Canada.

A limited number of reprints are allowed under this program. Publishers are allowed one straight reprint and two new editions or new format reprints per calendar year. Translated works, substantially rewritten books and out of print titles acquired from publishers no longer publishing all qualify as new works. Eligible reprints must be released at least 12 months after the original edition and meet all other title eligibility criteria.

## **Categories**

The following genres are eligible:

- Fiction.
- Poetry.
- Drama.
- Graphic novels.
- Publications for children and young adults, except those in ineligible categories (listed below).
- Non-fiction.

Note: eBooks are also eligible for submission.

## **Ineligible Titles:**

Books not eligible for assistance include:

- Mass-market paperbacks with print runs of 8,000 copies or more or trade books with print runs of more than 20,000 copies (unless granted a special exception by the Committee).
- Directories, reference books, index compilations, almanacs, or bibliographies of minimal critical content; instructional, personal-growth, or self-help books and manuals, including those of a devotional or spiritual nature; testimonials, travel guides, travel picture books, guide books, trivia and quiz books, books describing how-to techniques, skills, games, and cookbooks, catalogues of exhibitions, calendars, diaries, agendas, and colouring books, unless the publisher can make the case for substantive critical or editorial inclusions and they make a significant contribution to arts and culture.
- Sports instructional books.

- Co-publications with governments or government departments or agencies in which the publisher does not have complete and independent editorial control, except titles that are co-published with museums or art galleries and that make a significant contribution to the arts. Co-publications must be clearly identified in application and Title Analysis Report.
- Collections of verbatim interviews, previously published articles, transcripts of broadcasts, or conference papers, unless they make a significant contribution to arts and culture.
- Educational textbooks or other books written exclusively for a specialized academic or professional audience.
- Self-published books and books to which the author has made a financial contribution toward publication.
- Saddle-stitched books, except for picture books for children and books of poetry from publishers that saddle-stitch less than 50% of their annual poetry titles.
- Books written by owners or employees of the applicant's company, unless these titles represent less than 25% of the publisher's program each year (The Committee may make an exception for publishing collectives).

### **Application Requirements**

All applicants are encouraged to discuss their project proposal with a Program Officer prior to submitting an application.

Applicants must include:

- A signed, completed application form.
- A report on the company's publishing program (1,000 word max.) including mandate, history, and promotional and marketing summary.
- A Title Review, indicating how the proposed titles relate to the mandate, recent awards, critical responses to the titles and any potential issues of eligibility.
- A list of principal administrative and editorial staff and any significant contractors involved in the project, with responsibilities clearly identified.
- A list of submitted books, along with one copy of each book and a completed Canada Council Title Analysis Report for each book. Reprints should be clearly identified.
- A list of titles proposed in the previous application which were cancelled or postponed, with the reasons they were not published.
- A list of titles for the next calendar year.
- For organizations whose total operating budget is less than \$400,000 or whose last award from the British Columbia Arts Council was \$40,000 or less, two copies of either the most recent independently-prepared financial statements. For, organizations whose total budget exceeds \$400,000 or whose last award exceeded \$40,000, two copies of the most recent audited financial statements.
- Budgets for the current and upcoming year.
- Six copies of the Spring and Fall catalogues for the current calendar year.
- One copy of all eligible finished books published in the current calendar year along with a copy of a completed Canada Council Title Analysis Report for each title.

## **Title Assessments**

Funding is conditional on receipt of one copy of a ready-for-sale finished book from the title's first complete print run. Advance copies, samples, bound galleys or print-on-demand copies are not acceptable. To avoid questions of title eligibility, publishers may submit their books to the Program Officer for a preliminary assessment prior to the submission deadline. To submit, send a written request to the Officer along with one copy of each book and one copy of the completed Canada Council Title Analysis Report for each book. Books can be submitted any time before January 15.

Block Funding for Book Publishers awards are based on two elements.

1. **Base.** Determined by the average number of eligible titles a publisher has produced over two years, factored by average industry category deficits. The program uses a deficit assistance approach based on the average cost of a book's first print run to encourage the publication of culturally significant books the marketplace cannot deliver on its own. The base portion represents 40% of the total Block Funding program budget.
2. **Merit.** Based on the Committee's assessment of the publisher's program, and merit points are not necessarily awarded to every applicant. The merit portion represents 60% of the total Block Funding program budget. A copy of the merit scoring sheet is attached for information.

## **Adjudication Process**

The BC Arts Council is committed to active partnerships in the development and dissemination of arts and cultural activity in British Columbia. Merit-based, independent assessment is the primary method of evaluation.

While the Council makes every effort to respond swiftly to each application, in the interests of fairness, the following process is used to evaluate every application:

- The Council receives and adjudicates applications once each fiscal year.
- The Council acknowledges receipt of applications in writing.
- The Council's staff review applications for completeness and accuracy.
- The Publishing Committee then evaluates the applications, and determines the level of funding and conditions on the payment of awards.
- The Council informs each applicant of the decision.

## **Recognition of Assistance**

In recognition of funding, the support of the BC Arts Council and the Province of British Columbia should be acknowledged in all promotional materials. Approved acknowledgement, along with logo and graphics standards, are available online in a variety of ready-to-use digital formats at [www.bcartscouncil.ca](http://www.bcartscouncil.ca). The logo should be used on posters, brochures, print ads and programs and used where possible on media releases and signs related to the funded project.

As well, funded organizations with a website are encouraged to add a link to the BC Arts Council site.

For information regarding the provincial logo, please contact the Government Communications and Citizen Engagement office of the Ministry of Community, Sport and Cultural Development.

In the case of book publishers whose publishing program has received funding through the Block Funding program, recognition of support is appropriate on the copyright page of published books produced in that year, as well as on the publisher's website.

### **Application Deadline**

Applications must be delivered or postmarked by:

- December 15, 2011



To download a printable version of the application form select Download printable from at <http://www.bcartscouncil.ca>.

## **BLOCK PUBLISHING MERIT SCORING SHEET**

**Publisher:** \_\_\_\_\_

### **1. Contribution to Canadian Literature (20 points)**

- Cultural contribution of publishing program (extent to which the works contribute to Canadian literature & an appreciation of the arts in Canada).
- Development and publication of new and existing writers.
- Regional or community contribution.
- Commitment to keeping culturally significant books in print.
- Extraordinary publishing projects.

### **2. Professional Excellence (15 points)**

- Clarity of mandate (ability to articulate rationale for publishing program & how selected works represents that mandate).
- Marketing and distribution.
- Management of the company.
- Marketing acceptance (can use sales figures as an indication of market acceptance).

### **3. Quality of Publishing Program (15 points)**

- Writing excellence.
- Quality of editing.
- Selection of authors.
- Presentation (page cover & design, print quality, etc.)
- Literary merit.

### **4. Overall Assessment (10 points)**

Contribution to Canadian Literature:	Professional Excellence:	Quality of Publishing Program:	Overall Assessment: