Book and Creative Work Subvention Fund Guidelines

University of Victoria

Note: This is a pilot program and is subject to the availability of funds.

Purpose: To assist in the publishing of scholarly books and creative work of University of Victoria faculty members. The fund is restricted to books and certain forms of creative work (see the eligibility criteria below). Costs associated with journal or conference publication are not covered by this fund.

Value: up to $5,000

Deadline: Applications may be submitted at any time. Applicants will normally be notified as follows:

<table>
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<tr>
<th>Application submitted by</th>
<th>Notification of decision by</th>
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<tr>
<td>January 1</td>
<td>February 1</td>
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<td>May 1</td>
<td>June 1</td>
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<td>September 1</td>
<td>October 1</td>
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If there are insufficient funds to award all eligible requests, funding may be prorated across eligible applications for the current period and subsequent applications may not be considered for that fiscal year.

Timeframe: Funds must be expended within 12 months from the date of the award. Any unused funds remaining at the end of that period will be recalled. Requests for extensions will not normally be granted.

Eligibility: University of Victoria faculty members (excluding limited term, adjunct and emeritus) are eligible to apply. Only one application per faculty member will be considered in any twelve month period. Normally a faculty member will be awarded only one subvention in a two year period.

Priority will be given to:

- faculty within the first six years of holding a faculty appointment,
- applicants who have not previously received support from the book publication subvention fund.

Subventions will be considered for:

- scholarly research works,
- art catalogues and collections for which the applicant is the artist or senior editor,
- non-print media such as electronic books, the production of a film/video or the production of a master recording,
- digital/electronic media such as the digitization of collections defined such that all of the content of the entire collection is freely available online,
- literary works such as a collection of poems, a play, or a screen play, and
- publication of a composition of music.


Completed application forms are sent to grants@uvic.ca. All required attachments must be included with the application. Incomplete applications will be returned and if resubmitted will be deemed to have been received on the date of resubmission.

October 2015
Notification: Notifications of decision will be sent by email.

Eligible expenses: Publication costs associated with the direct act or process of publishing are eligible. Book publication subventions will only be considered if the application includes an explanation for how the funds requested will be used, and documentation from the publisher indicating the detailed budget for the publication. Requests for publishing subventions without a copy of an agreement to publish will not be funded.

Ineligible expenses: Ineligible expenses include but are not necessarily limited to:

- The fund is restricted to works involving a publisher – non-refereed or non-juried works, and self-publishing is not covered by this fund
- Reimbursement for costs incurred prior to 12 months from the competition deadline;
- Professional development or the creation of teaching curriculum;
- Honoraria for authors or editors;

For information: Contact Dr. Nicole Kitson, Senior Grants Officer, 250-853-3103, ASB B227, grants@uvic.ca