



Programa de apoyo
a la traducción
para editoriales
extranjeras

DIRAC 2023

Terms and Conditions Dirac Challenge Fund 2023

Translation Support Programme
for Foreign Publishers



DIRAC
Ministerio de
Relaciones
Exteriores

Gobierno de Chile

D I R A S A D

TRADUCCIONES

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T R A N S L A T I O N

I-167/22

TRANSLATION SUPPORT PROGRAMME

FOR FOREIGN PUBLISHERS

DIRAC

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1. Details of the Challenge Fund

1.1. Introduction

The purpose of these Administrative Terms is to establish the conditions of the 2023 Challenge Fund regarding the **Translation Support Programme for Foreign Publishers 2023**.

The Ministry of Foreign Affairs, - Under-Secretariat of Foreign Affairs-, through its **Division of Culture, the Arts, Heritage, and Public Diplomacy** (hereinafter DIRAC), has the role of disseminating, promoting, and enhancing the artistic-cultural activities of Chile abroad -in line with the guidelines set forth for the Chilean Foreign Policy. In this context, DIRAC is inviting Foreign Publishers to submit translation projects related to Chilean literature.

2. Information related to the Challenge Fund

2.1. Description of the Challenge Fund

The purpose of this Challenge Fund is to finance, whether totally or partially, projects of Foreign Publishers that seek to translate previously published Chilean literature works, whether fiction or non-fiction in the following genres: novel, short story, poetry, essay, graphic

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narrative, dramaturgy, and memory writings (epistolary writing, chronicles, autobiographies, biographies) in printed, digital and/or audiobook format.

The process for this Challenge Fund consists of the following stages:

- Registration in the Platform
- Application
- Admissibility
- Evaluation
- Final Selection
- Signature of the Letter of Commitment

2.2. Acceptance of the Challenge Fund Terms and Duty of Transparency

By the sole submission to this Challenge Fund it is hereby understood, for all legal purposes, that the person in charge knows and accepts the full content of these terms. Successful applicants must strictly comply with the legal and statutory regulations in force in Chile, specifically in terms of what is applicable to this Challenge Fund and the execution of activities, as well as regarding the provisions set forth in this instrument. Furthermore, the result of the Challenge Fund will be accepted and observed.

At the time of submitting their applications, responsible individuals declare under oath that all the information provided is true and authentic. DIRAC reserves the right to verify said information. Should this information be found to contain false statements, the application will be declared inadmissible. Without prejudice to the foregoing, if

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an application includes information which DIRAC may deem of a criminal nature, such information will be forwarded to the Office of the Public Prosecutor.

2.3. Overall Objective

Disseminate and promote the literary work and thoughts of national authors abroad, through the publication of their work in languages other than Spanish.

2.4. Specific Objectives

- Strengthen Chile's presence abroad through cultural projects and initiatives in line with the principles, priorities and interests of Chile's foreign policy and objectives set forth by DIRAC, and
- Contribute to the inclusion and progressive knowledge of our country's diverse artistic manifestations within the international cultural community.

The guidelines setting forth the above-mentioned Specific Objectives are contained in Annex 1 "Specific Objectives" -which form an integral part of the terms herein.

2.5. Challenge Fund Dates

Application Process Launch	From the date of publication of the resolution approving these terms in DIRAC's website on www.dirac.gob.cl
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Opening of the Q&A Period	From the date of publication of the resolution approving these terms in DIRAC's website on www.dirac.gob.cl
Closure of the Application Process and Q&As	14 October 2022 - 11.59pm for the application process and 6pm for Q&As (both times relating to continental Chile.)
Publication of Admissible Applications	21 st October 2022
Opening of the evaluation period by jury	31 st October 2022
Closure of the evaluation period by jury	30 th November 2022
Announcement of winners of Dirac's 2023 Challenge Fund	9 th December 2022
Publication of Resolution about appeals submitted to claim against the evaluation results and final selection	16 th December 2022

The deadlines set forth in the calendar may be modified pursuant to service needs, a situation that will be communicated to the applicants through DIRAC's official

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webpage and/or social media channels of such division, without the need to carry out any further administrative acts.

2.6. Period to Implement the Projects

The projects submitted to this Challenge Fund must be implemented exclusively between **1st March and 15th December 2023**.

If, once awarded, the project cannot be implemented within the term set forth in the relevant application for reasons attributable to a fortuitous event or force majeure, changes will be accepted in the project execution dates, which, in any case, must be carried out within the deadlines set forth in the previous section. In such cases, the corresponding request must be made by means of **a letter addressed to the Division of Culture, the Arts, Heritage, and Public Diplomacy (DIRAC), Under-Secretariat of Foreign Affairs, and mailed to the Programme Officer, Ms. Alejandra Chacoff, achacoff@minrel.gob.cl copied to concursodirac@minrel.gob.cl** which must be accompanied by the documents justifying such request. In no case may the project be postponed to the following year.

The request for change of dates will be analysed and approved by the DIRAC without the need to issue a new administrative act.

2.7. Who are entitled to participate in the Challenge Fund

Foreign Publishers: Projects submitted must necessarily be from Foreign Publishers of countries where Chile has

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diplomatic missions or consular representations.

2.8. Who are not entitled to participate in the Challenge Fund

- Publishers who were beneficiaries of previous versions of the Challenge Fund and who have not fulfilled all their commitments set forth within the framework of this Challenge Fund at the time of this application, such as: failure to comply with the execution deadlines; failure to provide information required by the diplomatic mission or consular representation in question in a timely manner; and not having delivered the respective Final Project Management Report within the terms set forth in the conditions of previous Challenge Funds.
- Publishers benefiting from previous versions of the Challenge Fund, who are still in breach of their commitments and obligations regarding the execution of a project, for as long as this breach is not remedied.
- Publishers who, upon request for breach of commitments, have not yet returned the funds.

3. Application Process

3.1 Project Application Period

- **Start Date:** As from the date of publication of the resolution approving these Terms and Conditions on the webpage of the Division of Culture, the Arts, Heritage, and Public Diplomacy on www.dirac.gob.cl.
- **Closing Date:** On 14th October 2022, at 11.59 p.m.

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(Chile Continental time).

The Publisher is recommended to deliver all the documents required for the application within a period of 48 hours before the closing of the Challenge Fund, to avoid saturation of the platform.

NO APPLICATIONS OR ATTACHED DOCUMENTATION WILL BE RECEIVED OUTSIDE OF THE DEADLINE STATED ABOVE.

ONCE THE PROJECT HAS BEEN SUBMITTED, IT MAY NOT BE EDITED OR DELETED.

3.2 Question and Answer Period

There will be a period to ask questions and receive answers regarding any doubts that applicants may have regarding the application process as set forth in paragraph 2.5. of these Terms and Conditions. Publishers must send their questions to the Programme Officer, Mrs. Alejandra Chacoff Ricci, via the e-mail achacoff@minrel.gob.cl to be made available for this purpose.

Questions received through other means of contact or related to the content of the project, will not be answered.

3.3 Project Manager and Application Manager

-Project Manager

At all times, the person in charge of the project will be understood to be the person appointed by the Publisher to act as the counterpart of the Programme Officer, who will perform the following specific duties:

- Complete the Application Form.
- Request the relevant authorisations for publication of the work.

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- Prepare and collect all the documentation required for the application.
- Submit the application within the term set for such purpose and according to the provisions of the following Terms and Conditions.
- Should the application be successful, keep the original trade documentation accounting for the investment of the resources awarded., including the relevant translations into Spanish.
- Should the application be successful, forward the Final Management Report once the project has ended to the Translation Programme Officer.

3.4 Application

Applications must be submitted only through the Application Form of the Translation Support Programme for Foreign Publishers

available on DIRAC's webpage: www.dirac.gob.cl.

The steps to register the application online are as follows:

- The Project Manager must complete the details requested in the Application Form of the Translation Support Programme for Foreign Publishers available in Dirac's website.
- Attach the compulsory documentation set forth in these Terms.
- Make sure to finalise the application by pressing the "Finalisar" button in the application form.

3.5 Mandatory Documents to be Submitted with the Application

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of the Translation Support Programme for Foreign Publishers

The Mandatory Documents to be attached along with the Application Form mentioned above as a requirement of admissibility for the project, are as follows:

TRANSLATION SUPPORT PROGRAMME FOR FOREIGN PUBLISHERS	Mandatory Documents
	1. Single Application Form
	2. Signed affidavit of inabilities (form attached)
	3. Publisher's Letter of Commitment by the Publisher and the Translator stating that the literary work will be published.
	4. Documents proving the Publisher's legal status.
	5. An Agreement proving that the Publisher has been assigned the copyrights to publish the literary work. This document must be in English and include a summary in Spanish.
	6. A digital copy of the book proposed for translation (when the proposal is an anthology, the selection of texts must be attached, with information proving that it is published material e.g., date of publication, relevant ISBNs, etc.)
	7. A quote stating the cost of the translation in dollars.
	8. Samples of the most recent Publisher's paper or digital catalogues.
	9. A copy of the contract or agreement signed by the Publisher and the translator.
	10. Translator's CV.
	11. Proposed outreach and distribution strategy.

It will be the sole responsibility of the foreign Publisher to access all the documents mentioned above to the

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"Translation Programme Application Form."

1. **Single Application Form:** This document must be completed and signed by the Publisher and then uploaded to the platform "**Application Form for the Translation Programme for Foreign Publishers.**" Annex 2 of these Terms and Conditions provides the format of this document. Failure to submit this document, or should the information contained therein not meet the requirements set forth in the application, will render the project inadmissible.
2. **Declaration of Inabilities:** This document must be in the form found in Annex 3 -"Affidavit of Inabilities"- which is an integral part of these Terms and Conditions. It must be duly signed by the Project Manager, and the expiration date for such document may not be beyond thirty days counted from the day the application is submitted. Affidavits submitted in a different format, without showing a date or showing an expiration date beyond thirty days as stated above, will be declared inadmissible.
3. **Publisher's Letter of Commitment stating that the literary work will be published by them:** This document must be signed by Publisher's Project Manager, who must attach a copy of his/her identity document. (See "*Letter of Commitment*" in Annex 4, which forms an integral part of these Terms and Conditions). Projects that do not attach the Publisher's letter committing to the publication of the work, or which do not meet the requirements set forth for such purpose, will be

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declared inadmissible.

4. **Documents proving the Publisher's legal status:** This document seeks to ensure the feasibility of carrying out the project through a Publisher legally established in the relevant country. The corresponding **translation into Spanish** must be attached, should they be in another language. Projects failing to attach this document or not meeting the requirements set forth herein will be declared inadmissible.
5. **An Agreement proving that the Publisher has received the authorisation, license, or assignment of copyrights to publish the literary work:** This document certifies that the Publisher has received authorisation from the author of the literary work or the authorised institution, so that it can be translated and later published. This document must necessarily be in English and be accompanied by a **translation and summary in Spanish**. Projects that do not include this document or are not in line with the requirements will be declared inadmissible.
6. **A digital copy of the book proposed for translation.** The book to be translated must be submitted. Failure to submit this document, or should the file uploaded to the platform not be in the format set forth in section 3.6 of these Terms and Conditions, will result in the project being declared inadmissible.
7. **Quotations:** This refers to quotations submitted for the requested translation. They must contain as much detail

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as possible and be accompanied by a **translation into Spanish and the corresponding conversion to United States dollars -if they have been prepared using another currency**. Projects failing to submit the required quotations or submitting quotes that do not include the proper translation and conversion to United States dollars, when applicable, will be declared inadmissible.

8. **Samples of the most recent Publisher's paper or digital catalogues:**

This item must include a list of recently translated works which may provide the Evaluation Committee with sufficient background information regarding their experience, quality, and relevance. If the files, due to their characteristics, cannot be uploaded to the platform, a Word document containing the links to the respective webpage can be attached. Links to temporary access portals or requiring specific accounts or users for access will not be accepted. Projects failing to submit the catalogue or not complying with the requirements will be declared inadmissible.

9. **A copy of the contract or agreement signed by the Publisher and the translator:**

This document must detail the conditions and service costs; in addition, it must include the corresponding **translation into Spanish** and the values expressed in United States dollars or the relevant conversion. Projects failing to attach this document or not including the proper translation and conversion to United States dollars, when appropriate,

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will be declared inadmissible.

10. **Translator's CV:** To be prepared or translated into Spanish, this document must give an account of the experience and career of the person who will perform the translation services and include details of works recently translated. These details are especially important for the Evaluation Process and Final Selection Process. Failing to submit this document, or should this document not comply with the conditions set forth above, will render the project inadmissible.

11. **Proposed outreach and distribution strategy:** All projects must contain an outreach and distribution strategy for the translated copies. This strategy should detail the number of units expected to be published, the target audience, relevant actions, and outreach mechanisms. Projects failing to submit the outreach strategy or that do not comply with the relevant requirements will be declared inadmissible.

All documents attached to the application must be in Spanish. In the case of original documents in another language, the applicant must submit the respective translation into Spanish. As set forth above, projects submitting documents missing the relevant translation, when appropriate, will be declared inadmissible.

3.6 Attachment Characteristics

- (a) Attachments must be submitted in one of the following formats: Word, PDF, Excel, JPG, MP4, MP3, AVI, FLV.
- (b) No attachment should exceed 700MB for each single

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document.

- (c) Each file must be attached without a password and without additional compression of the original format.
- (d) Given the weight of the files in video format, links to free access webpages, e.g., YouTube or Vimeo may be included in a Word document with a brief description, which must be attached to the application form.
- (e) Links to temporary access portals or that require specific accounts or users for access will not be accepted.

If the attached files are uploaded in the application form but do not meet the requirements mentioned above, they will be considered as not submitted, thus declaring the project as inadmissible.

3.7 Funding: Translation Support Programme for Foreign Publishers

Translation Support Programme for Foreign Publishers	
Areas and activities to receive funding	Translation of literary works, which can be fiction or non-fiction, in the following genres: novel, short story, poetry, essay, graphic narrative, dramaturgy and memories (epistolary writing, chronicles, autobiographies, biographies) in printed format, digital and/or audiobooks.
Maximum amount of partial funding	Up to US\$4,000 (four thousand dollars of the United States of America) per project.

3.8 Funded Expenses

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Only **Operating Expenses** will be funded, i.e., the costs covering the expenses allocated to pay for the translation of the respective work.

3.8.1 **Funding Specifics and Summary**

- (a) The works to be translated must be written by Chilean authors and have been previously published. The translation of unpublished material will not be funded.
- (b) Project expenses that have been made prior to the application will not be paid or reimbursed.
- (c) Projects must be accompanied by a plan for outreach activities and distribution of the book after it has been published.
- (d) All information related to funding **must have the corresponding supporting documentation at the time of application.** Therefore, the relevant quotations including all relevant taxes, when applicable, must be attached to the application, in the form requested in these Terms and Conditions with the corresponding translation into the Spanish language.
- (e) **All budget and financial support or documentation, including quotations, must include taxes associated with the nature of the expense and be expressed only in United States dollars.** Should the amounts be in a different currency, the amount equivalent to United States dollars must be included in the same document and take into consideration all the applicable taxes. Projects submitting quotes that do not attach the proper translation and conversion to United States dollars, or

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in which any of their items are added the phrase "plus taxes" will be declared inadmissible.

3.9 **Transfers to Pay for Expenses Abroad**

To meet the principle of efficiency and effectiveness in the use of public resources and the principle of business continuity of the public operation, the total amount allocated to the project will be transferred to the corresponding diplomatic mission or consular office of Chile corresponding to the country where the successful Publisher is established.

4. **Admissibility**

4.1 **Admissibility Evaluation**

Once the application process is closed, the next step will be the Admissibility Evaluation.

This stage reviews if the applications meet all the requirements set forth in the Terms and Conditions contained herein.

Once the admissibility evaluation process has concluded, the projects will be classified in two types:

- (a) **Admissible:** Projects meeting all the requirements set forth herein will advance to the next stage called "Evaluation and Selection".
- (b) **Inadmissible:** Projects will be considered as "Inadmissible", in the following cases:
 - (b.1) When the work to be translated has not been published in its entirety and does not comply with the formalities set forth in these Terms and

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Conditions at the time of submitting the application.

- (b.2) When all the mandatory documents for the Translation Support Programme for Foreign Publishers have not been attached to the application or when they do not comply with the requirements of these Terms and Conditions, which set forth specifically that non-compliance thereof would lead to the project inadmissibility.
- (b.3) Titles that have been translated into the same language that is applied, in the previous version to this call, by the same Publisher.
- (b.4) When the items requested to be funded are different from those allowed by DIRAC and set forth in these Terms and Conditions.
- (b.5) When the project budget exceeds the maximum amount allowed for the Translation Support Programme for Foreign Publishers, amounting to **USD\$4,000 (four thousand dollars of the United States of America) per project.**
- (b.6) When the project dates are not within the months set forth in these Terms and Conditions for its execution, i.e., between 1st March and 15th December 2023.
- (b.7) When the documents attached are not in Spanish or when their respective translations have not been attached.
- (b.8) When the amounts set forth in the financial and

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budget documents, including the quotations, are not expressed in dollars of the United States of America or do not include all the corresponding taxes and/or the amount equivalent to dollars of the United States of America when another currency has been used.

(b.9) When information that has been falsified or adulterated is provided. DIRAC may verify the authenticity of the data and documents delivered by the Publisher to the Project Officer during the application and implementation process. If this process is carried out during this last stage, and irregularities are found, the project will be stopped, and the Publisher will be asked to return the funds.

(b.10) When the submitted project contemplates its translation and dissemination in Chile and not abroad.

(b.11) When implementation of the project is contemplated for a country where Chile does not have a diplomatic or concurrent mission or consular representation.

(b.12) When the Publisher is participating in more than two projects submitted to this call. In this case, all projects where the applying Publisher is involved will be declared inadmissible.

(b.13) When the applying Publisher, who has been a beneficiary in previous versions, is in breach of

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its commitments.

(b.14) When the mandatory requirements set forth in these Terms and Conditions are not complied with.

ADMISSIBILITY REVISION

- The evaluation to establish whether a project is admissible will be carried out according to the following "admissibility table" which will assign one point for each mandatory document.
- Scoring assigned in this phase is independent, i.e., points received will not be added to scores assigned in the "evaluation" stage.

Mandatory Documents	Value of Individual Scoring	Expected Total Scoring	Individual Scoring Assigned	Total Scoring Assigned
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1. Single Application Form.	1 point			
2. Signed Affidavit of Inabilities (Form is attached.)	1 point			
3. Letter of Commitment of the Publisher and Translator to publish the literary work.	1 point			
4. Documentation proving the Publisher's legal status.	1 point			
5. Contract certifying that copyrights have been assigned to the Publisher to publish the literary work.	1 point			
6. A digital copy of the book to be translated (when the work proposed is an anthology, the selection of texts must be attached, including information proving that it has been published, e.g., date of publication, relevant ISBN, etc.)	1 point		11 points	
7. Quotation of the translation in dollars.	1 point			
8. Samples of the most recent Publisher's paper or digital catalogues.	1 point			
9. A copy of the contract or agreement signed by	1 point			

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4.2 Communication of the Admissibility Evaluation

The official notification of the admissibility and inadmissibility of the projects will be made through the publication of the administrative act informing the results through the official webpage at www.dirac.gob.cl.

4.3 Appeal for Reconsideration against a Declaration of Inadmissibility

Publishers, after notification of the admissibility and inadmissibility results, should their project be declared inadmissible, may submit the appeals set forth in Law No.19,880 establishing the Terms and Conditions of Administrative Procedures governing the Acts by Bodies involved in the State's Administration.

4.3.1 Form to Submit the Appeals

Appeals must be submitted in writing within the following 5 working days from notification thereof, containing the relevant arguments and clarifications and requesting reconsideration of the decision.

Publishers must forward the appeal to the e-mail concursodirac@minrel.gob.cl before the end of the deadline set forth in the previous paragraph.

The Chilean Ministry of Foreign Affairs and DIRAC will not be responsible for the mistakes that the applicants may have made when providing the contact information. This applies to all the stages of the application process.

4.3.2 Aspects to be considered in the Appeal for Reconsideration

- In this instance, the Publisher whose project has been

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declared inadmissible may challenge the results of the admissibility stage.

- Appeals for reconsideration will be resolved through the issuance of the respective resolution of the Under-Secretariat of Foreign Affairs, which will be published on the webpage www.dirac.gob.cl. Notwithstanding this, the resolution mentioned above will be notified through the Platform of this Call for Bids.
- In the event that the appeal for reconsideration submitted is accepted by the Under-Secretariat of Foreign Affairs, the project will be declared admissible and will go to the evaluation stage, along with the other projects submitted to the challenge fund.

5. Evaluation

5.1 Evaluation Process

The evaluation stage of projects previously declared admissible will be as follows:

- (a) The projects will be evaluated by an Evaluation Commission made up of the following 3 juries selected by DIRAC's Head: (1) the officer in charge of literary works in DIRAC; (2) an external jury who is an expert in literary works, and (3) a member of the foreign service's staff.
- (b) Each jury will prepare an Evaluation Form per project, based on the "Table of General Evaluation Criteria", assigning a score to each of the four Evaluation Criteria, according to the "Evaluation

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qualification table", and detailing their reasoning in each of them based on the background information submitted in the Digital Application Form and the attached Mandatory Documents. The weighting of the scores assigned to each criterion will result in the score delivered by each jury.

(c) Final ratings will be obtained by the average of the scores assigned by each one of the juries composing the Evaluation Commission. The shortlisted projects will be those that have obtained an average final rating of 85 points or more.

(d) Evaluation Cards will be used for the project evaluation and selection process. If required, once the Challenge Fund is over, applicants may request the Single Evaluation Form, including the justification by the corresponding juries. Notwithstanding this, it should be noted that, once the resolution declaring the winners of this Call for Bids is published, the information related to the evaluation will be communicated to each applicant by e-mail.

5.2 Evaluation and Selection Criteria

5.2.1 Table of General Evaluation Criteria

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CRITERION	RATING	DEFINITION
Quality	30%	The project submitted must reflect a high level of artistic and cultural excellence, including different awards and a relevant background.
Consistency and Relevance	20%	The work selected is relevant in its corresponding field of literature and is in line with the foreign policy principles, priorities, and interests and objectives set forth by DIRAC -referred to in Annex 1, "Specific Objectives".
Translation	20%	The project proposes that the work is translated by suitable people, who have a considerable and verifiable training and background experience, which allows ensuring the quality of the resulting project.
Target Audience	30%	The language to be translated and the outreach plan proposed in the project provide the opportunity to disseminate the Chilean culture abroad to a considerable local audience.

5.2.2 Table of Evaluation Ratings

PROJECT EVALUATION FORM - TRANSLATION SUPPORT PROGRAMME FOR FOREIGN PUBLISHERS		TOTAL SCORE
1. Quality (30%)		100
1.1	The chosen work has received different awards that ensure a high level of artistic and cultural excellence to represent the image of Chile abroad: <ul style="list-style-type: none"> ● Excellent: 30 points ● Good: 20 points ● Satisfactory: 10 points ● Less than satisfactory: 0 points 	30

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1.2	The selected author has received prestigious national and/or international awards, either from critics or the public, that support his/her career: <ul style="list-style-type: none"> ● Excellent: 40 points ● Good: 20 points ● Satisfactory: 10 points ● Less than satisfactory: 0 points 	40
1.3	The Publisher has an outstanding career, and their catalogue includes Latin American authors and/or the selected proposed genre: <ul style="list-style-type: none"> ● Excellent: 30 points ● Good: 20 points ● Satisfactory: 10 points ● Less than satisfactory: 0 points 	30
2. Consistency and Relevance		100
2.1	The project is consistent with the foreign policy principles, priorities, and interests set forth in Annex 1 "Specific Objectives": <ul style="list-style-type: none"> ● Excellent: 50 points ● Good: 30 points ● Satisfactory: 10 points ● Less than satisfactory: 0 points 	50
2.2	The work is representative of the Chilean literature and intellectual production, valuing the career of the author and his/her work, their validity, their sociocultural influence, and their contribution to cultural milestones. <ul style="list-style-type: none"> ● Excellent: 50 points ● Good: 25 points ● Satisfactory: 10 points ● Less than satisfactory: 0 points 	50
3. Translation		100

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3.1	The proposed translator has relevant experience in translating works from the Spanish language: <ul style="list-style-type: none"> ● Excellent: 50 points ● Good: 25 points ● Satisfactory: 10 points ● Less than satisfactory: 0 points 	50
3.2	The proposed translator has relevant experience in the translation of works of the proposed literary genre from the Spanish language: <ul style="list-style-type: none"> ● Excellent: 50 points ● Good: 25 points ● Satisfactory: 10 points ● Less than satisfactory: 0 points 	50
4. Target Audience		100
4.1	The language proposed in the project ensures the dissemination of Chilean literary culture to a considerable number of people, in relation to the number of participants who are part of the target audience of previous publications: <ul style="list-style-type: none"> ● Excellent: 50 points ● Good: 25 points ● Satisfactory: 10 points ● Less than satisfactory: 0 points 	50
4.2	The outreach and distribution plan proposed by the Publisher is aimed at achieving a relevant level of circulation of the work: <ul style="list-style-type: none"> ● Excellent: 50 points ● Good: 25 points ● Satisfactory: 10 points ● Less than satisfactory: 0 points 	50

(a) Each criterion will be broken down into different sub-criteria to which a total score of 100 points will be assigned.

(b) Subsequently, a final score will be obtained, according to the weightings of each criterion, which will

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represent the overall compliance percentage of the project.

- (c) In order for a project to be considered as shortlisted and its budget evaluated, it must obtain a minimum score of **85 points**.
- (d) The best scores will be ordered in a prioritised list according to the following scale:

SCORE	DESCRIPTION
1 - 39	Poor
40 - 64	Less than Satisfactory
65 - 84	Satisfactory
85 - 90	Good
91 - 95	Very Good
96 - 100	Excellent

- (e) Once the evaluation process is finished, the Evaluation Commission will draw up a "Final Evaluation Minute" that will include the individualisation of the projects submitted for consideration, according to their Evaluation Cards, the final scores assigned and the prioritised list based on the final scores, clearly identifying the projects that are shortlisted.

6. Selection Committee and Final Selection

6.1 Selection Committee and Final Selection Process

After the evaluation process carried out by the Evaluation Committee, a Selection Committee will be formed, composed of the Director of DIRAC and two DIRAC officers who will be responsible for the following:

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- (a) Carry out a review of the evaluations prepared by the juries for each project, ensuring that they comply with the requirements set forth in these Terms and Conditions, requesting their clarification and/or rectification, as appropriate.
- (b) The Selection Committee will assign funds to the shortlisted projects (those that obtained 85 points or higher), according to the budget available for the Translation Support Programme for Foreign Publishers, considering the prioritised list prepared by the Evaluation Committee, which is mentioned in the previous section.
- (c) Based on the agreement reached, the Selection Commission will draw up the "Final Selection Minute", which will include the individualisation of the projects submitted for consideration, clearly identifying the projects that are selected and the amount awarded for implementation thereof.
- (d) If there is a difference between the amount requested by the project and that granted by the Selection Committee, the latter will state in the minutes the reasons for said decision.

Once the evaluation process is finished, the corresponding administrative act will be issued, which will list the projects selected as winners of this Challenge Fund and the amount allocated to co-finance each of them. This administrative act will be notified officially through a publication in DIRAC's official webpage. Without prejudice to

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the foregoing, all the information related to the results of the Challenge Fund and the evaluation process will be provided to the applicants through the Challenge Fund's Platform.

6.2 Appeal for Reconsideration against the Declaration of Winners

The results of the final selection will be notified through the publication of the resolution awarding this Call on the webpage www.dirac.gob.cl.

Appeals against the declaration of winners by be submitted under **Law No.19,880** establishing the Terms and Conditions of Administrative Procedures governing the Acts by Bodies involved in the State's Administration **within the following 5 business days**, counted from the publication of the respective resolution.

6.2.1 Process to Submit the Appeal for Reconsideration

- (a) The Publisher must write a formal letter (free format) addressed to its **Division of Culture, the Arts, Heritage, and Public Diplomacy** with its corresponding translation into Spanish.
- (b) The letter must state the arguments and clarifications deemed relevant and request a reconsideration of the decision.
- (c) The letter must be sent to concursodirac@minrel.gob.cl made available for this purpose.
- (e) Appeals for reconsideration will be resolved by the Under-Secretariat of Foreign Affairs through the issuance of the respective resolution that accepting or

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rejecting them, which will be notified by means of a publication on the webpage www.dirac.gob.cl, without prejudice to the fact that applicants are informed through the Challenge Fund platform.

7. Winning Projects

Projects that win this Challenge Fund will be subject to a monitoring and evaluation stage, which includes the delivery of a Final Project Management Report. The Publisher must provide DIRAC with all the necessary material to prove the completion of the project, together with all the original trade documentation proving the investment of the allocated resources.

Additionally, the format of the final report will be provided by DIRAC which must be completed in Spanish by the person in charge of applying in the Foreign Publisher, and sent to the Programme Officer, Mrs. Alejandra Chacoff, at achacoff@minrel.gob.cl **within a deadline not exceeding sixty (60) calendar days following the end of its implementation.**

7.1 Contents of the Final Report

- (a) Description of the activity carried out: Summary of the way in which the project was carried out (content, setting -appropriate or not appropriate-, level of people who attended the inauguration and of people visiting during the exhibition, interest shown by the public, etc.).
- (b) Goals and objectives achieved: Mention briefly if the goals and objectives proposed in the project were

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achieved, from the point of view of the artist, group, or institution.

- (c) Dissemination in the press or other local mass media: Include the links of videos/audios, press clippings or photocopies of them.
- (d) Benefits or future prospects obtained thanks to the development of the project: Summarise the benefits achieved.
- (e) Self-evaluation about the implementation of the project: The report includes a self-evaluation scale.
- (f) Qualitative rating related to the support received through this Challenge Fund: Briefly rate the support received by DIRAC.
- (g) The final report must include five printed copies of the translated piece. These copies must be delivered in the Chilean diplomatic mission or consular representation of the relevant country.

It is extremely important that the report be prepared in the most complete way possible, to account for the **effective implementation** of the project, attaching all the relevant material, such as:

- Videos
- Images
- Press Articles
- Other

Lastly, it is important to mention that the non-submission of this document or the printed copies is grounds for inadmissibility for future calls issued by the Division

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of Culture, the Arts, Heritage, and Public Diplomacy of the Ministry of Foreign Affairs.

7.2 Certification of Full Implementation of the Project

The certification of the full implementation of the selected project will be carried out by the **Division of Culture, the Arts, Heritage, and Public Diplomacy** of the Under-Secretariat of Foreign Affairs, at the request of the interested party, when each and all the following requirements are met:

- Full execution of all the activities committed in the application of the selected project, including any reallocations or readjustments that have been duly authorised by the relevant body.
- Delivery of the "Final Project Management Report", the content of which must contain as much detail as possible, as required by its form, which includes the satisfactory accountability for the allocated resources.

Important: If the funds have been transferred to a diplomatic mission or a consular representation of Chile abroad, it will be the task of the aforementioned mission or representation to render the respective accounts before the Directorate of Finance and Budget of the Under-Secretariat of Foreign Affairs, in accordance with the provisions of current regulations on the matter, especially the provisions set forth in Resolution No. 30, of 2015, issued by the Office of the Comptroller General of the Republic, setting forth procedural standards on accountability, and in the Operational Guidelines for the Financial Management of

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Chilean Missions Abroad, approved by Exempt Resolution No. 3,513, of 2019, of the Under-Secretariat of Foreign Affairs.

8. Consequences in case of Breach of Commitment

In case of non-compliance with the execution commitments set forth in these Terms and Conditions, the Under-Secretariat of Foreign Affairs will be entitled to:

- (a) Stop the purchase of the items approved for the project.
- (b) Declare the inadmissibility of the projects in future calls if, at the time of the application, the actions or omissions that caused the breach of the Terms and Conditions and of the execution commitments of the project in question, have not been duly corrected.

The decision setting forth the application of the consequence contained in letter (a) above will be notified in writing to the **Project Manager** through the corresponding administrative act, which will be sent to the e-mail reported in the application once it has been fully processed. He/she may challenge the same by submitting the appeals described in paragraph 6.2 of these Terms and Conditions, in the conditions set forth therein.

The Under-Secretariat of Foreign Affairs will not be responsible for the mistakes that the applicants may have made when informing the e-mail address of the Project Manager in the application and, consequently, for the non-receipt of this notification, nor if such notification is directed to the "SPAM" or similar inbox.

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9. Annexes

The following Annexes are an integral part of these Terms and Conditions:

- 9.1 Annex 1 - "Specific Objectives"
- 9.2 Annex 2 - "Single Application Form"
- 9.2 Annex 3 - "Affidavit of Inabilities" (sic)
- 9.3 Annex 4 - "Letter of Commitment"

ANNEX 1: SPECIFIC OBJECTIVES

For the purposes of the Terms and Conditions of the Challenge Fund herein, the contents found on the following webpages of the Ministry of Foreign Affairs will be understood as Specific Objectives:

- 1. <https://minrel.gob.cl/minrel/politica-exterior/principios-de-la-politica-exterior-chilena>
- 2. <https://minrel.gob.cl/minrel/politica-exterior/prioridades-de-la-politica-exterior>
- 3. <https://minrel.gob.cl/minrel/politica-exterior/intereses-de-la-politica-exterior-de-chile>
- 4. <https://www.dirac.gob.cl/noticias/arquitectura/division-de-las-artes-las-culturas-el-patrimonio-y-diplomacia-publica>

ANNEX 2: SINGLE APPLICATION FORM

TRANSLATION SUPPORT PROGRAMME FOR FOREIGN PUBLISHERS

➤ This form must be completed digitally. Handwritten forms

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will not be accepted.

- The form and attached documents must come with their corresponding translation into Spanish.
- The form and attached documents must be delivered through the "Application Form" available in www.dirac.gob.cl within the maximum deadline set forth in these Terms and Conditions, and translated into Spanish.
- Non-submission of this instrument or submitting this form without the relevant mandatory documentation required for the application, or if such documentation does not provide the answers to the requirements contained in the application's terms and conditions, **will render the project inadmissible.**
- Documentation submitted will not be returned.

1. Publisher's Details

Business Name:	
Trade Name:	
Address:	
City:	
Country:	
Name of Incumbent or Legal Adviser:	
Telephone No.:	
E-mail	

2. Details of the literary work proposed for translation

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Title:	
Author:	
Original Publisher:	
Year of Publication:	
Number of Pages:	
ISBN:	

3. Details of the translation

Proposed Language:	
Are there any other translations in the proposed language?	Yes [] No []
Should the previous answer be "Yes", please provide the following information	
Translator's Name:	
Publisher:	
Date of the first edition of such translation:	
Date of the last edition of such translation:	
Why are you requesting a new translation?	

4. Details of the individual who suggested the translation

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State if it is a Chilean publisher, literary agent/scout, translator, writer, literary critic, professor/researcher, cultural journalist or other.	
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5. Translator's Details

Name:	
Address:	
City:	
Country:	
Nationality:	
Telephone No.:	
E-mail:	

- The translator's CV must be attached.

6. Reviewer's Details

Name:	
Address:	
City:	
Country:	
Nationality:	
Telephone No.:	
E-mail:	

- The reviewer's CV must be attached.

7. Details related to the publication of the literary work

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Technical information about the publication, e.g., type of cover, colours, flaps, cover finishing, type of paper, sizes, etc.:	
Proposed publication date:	
No. of copies proposed for printing:	
Distribution area:	

- The Communications Plan to promote the translated literary work must be attached.

8. Explain the reasons and objectives supporting the cultural value of translating and publishing the literary work:

9. State the requested amount (in US\$)

Important: Literary works published with the support of the Programme must have the following printed text, both in Spanish and in the translated language: "Literary work published within the framework of the Translation Support Programme for Foreign Publishers of the Division of Culture, the Arts, Heritage, and Public Diplomacy (DIRAC) of the Chilean Under-Secretariat of Foreign Affairs", on the inside

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cover or back cover, as appropriate.

Additionally, once the book has been published, the publisher must deliver five printed copies to the Chilean Diplomatic and/or Consular Mission through which the application was submitted.

Name of the Publisher or individual authorised by the Publisher:	
Date:	
Signature:	

ANNEX 3: AFFIDAVIT OF INABILITIES
TRANSLATION SUPPORT PROGRAMME
FOR FOREIGN PUBLISHERS 2023

By means of these presents, I
_____, National Identity Card
(RUT) or Passport No, : _____, in my capacity as
Project Manager for the project entitled:
_____ Folio No.
_____ state that the Publisher I represent if not affected
by one or more of the following inabilities set forth in the
Terms and Conditions herein:

- The Publisher, if beneficiary of previous versions of the Challenge Fund, has not breached any of the commitments acquired within the framework of this call, for example: failure to meet the deadlines; failure to

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provide timely information required by the diplomatic mission or consular representation in question; and not having delivered the respective Final Project Management Report, within the terms set forth in the terms and conditions of previous Challenge Funds.

- The Publisher does not keep a request for restitution of resources in force upon request because of breach of commitments.

The Division of Culture, the Arts, Heritage, and Public Diplomacy of the Under-Secretariat of Foreign Affairs reserves the right to verify the information set forth in this statement. If the omission or falsity of any of the facts contained therein is proven, the project will be declared as inadmissible. Should this happen during execution of the project, the project will be stopped, and the Publisher will be requested to return the resources.

Name:
Signature:
Date:

**ANNEX 4: LETTER OF COMMITMENT OF THE PUBLISHER AND
THE TRANSLATOR**

The **Letter of Commitment of the Publisher** of this project is among the documents requested to make the application effective. The Letter is a document where people

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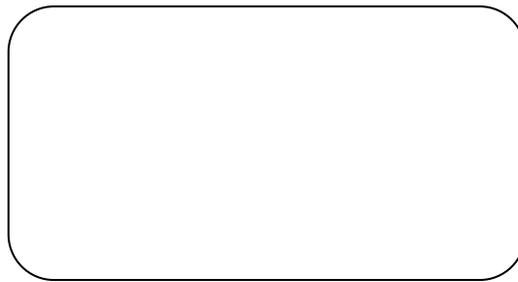
in charge of implementing the project undertake to carry out the activities and meet the objectives in the way and within the deadlines set forth in the application.

There are two formats: Group letter or Individual letters. In either case, the signed Letter(s) must be attached.

Below are examples of the two formats.

Individual Letter

Identity Card:



(Country), on this day of 2022

By means of these presents, I (full name of the party involved), (Passport No.), commit to (work to be carried out under the project) within the framework of the project entitled (name of the project), during (enter date) in (city and/or country) as set forth in the application.

(Signature)

(Name of the Project Manager)

(Name of the Project)

Group Letter

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(Country), on this day of 2022

By means of these presents, (name of the Publisher) commits to (work to be carried out under the project) within the framework of the project entitled (name of the project), during (enter date) in (city and/or country) as set forth in the application.

Identity Card:

(Signature)

(Name of the Project Manager)

(Name of the Project)

Identity Card:

(Signature)

(Name of the Project Manager No.2)

(Name of the Project)

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Translated by Pamela Gallardo V., Res. N° 1,703 dated 28 July 2014.

DONE IN SANTIAGO, CHILE, on this 16th day of August 2022.

ALEJANDRA VERGARA ZAPATA
TRANSLATOR

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