



FMC Mountain & Forest Trust

P O Box 1604
WELLINGTON
www.fmc.org.nz

fmctrust@fmc.org.nz

APPLICATION FOR BOOK FUNDING

GENERAL CONDITIONS:

The applicant should supply:

- 1 Proposed title of the book
- 2 Proposed format of the book [Estimated number of pages / size / hard or soft cover]
- 3 Proposed Market
- 4 Timing of the writing / printing / publication
- 5 How the book fits in with FMC Mountain & Forest Trust objectives.
- 6 Amount sought.
- 7 Other sources of funding.
- 8 Who will be publishing the book
- 9 How any support provided by FMC Mountain & Forest Trust will be acknowledged.
- 10 As a general rule the FMC Mountain & Forest Trust does not make payments directly to authors.
- 11 An author may submit a request for support by way of funding a particular aspect of the publication instead of a grant towards the overall costs. In this case payment, if approved, would be made on receipt of an invoice detailing the costs, as agreed, for the particular aspect.
- 12 Where a grant is approved the author will be notified by letter of the amount of the grant. The grant must be uplifted within two years of the date of this letter. If not uplifted within that time frame the approval will lapse. The author may, at any point within the two years apply to the Trust for an extension of not more than one year.

Particular conditions apply depending on whether the book is being published by a independent publisher or being published privately.

A Book being published by an approved commercial publisher.

In this situation the Trust Board can rely on the expertise within the publishing house.

When FMC Mountain & Forest Trust agrees to make a grant for a book being published by a recognized publisher the procedure for payment is:

- When the book is printed the publisher sends one copy of the book to FMC Mountain & Forest Trust together with a GST invoice for the agreed amount of support.
- The FMC Mountain & Forest Trust will then on 20th of month following receipt of the invoice send the payment to the publisher.

B Book not published by an approved commercial publisher.

This includes books published privately or books published using another firm as an agent to handle arrangements with a publisher.

When a book is not published by an approved commercial publisher the Trust Board needs to have more information.

An application for funding towards the private publishing of a book of relevance to the activities of Federated Mountain Clubs will need to provide the following additional information:

1. Full budget covering all production and marketing costs. Quotes from the chosen printer and graphic designer where one is employed are required.
2. Proposed Market and the marketing strategy for first year.
3. Evidence of the author's writing ability. This may be a list of previous titles published by the author and / or draft chapters covering at least 10% of the final text

If the Board approves a grant then the normal condition will be that no money is paid until the book has been printed.

The preferred method of payment will be that the Printer send 1 copy of the book plus a GST Invoice for the agreed amount to FMC Trust Board and the FMC Trust Board will make payment directly to the printer on the 20th of month following.

Where an Author wishes to be paid directly the FMC Trust will require 1 copy of the book and the matter of tax liability will need to be resolved in each case.