



Subsidy Application Form

International literary manifestations and projects

A Data of applicant

Name of the organization

Address of the organization

Contact Direct telephone number

Function Direct e-mail

..... Fax number

Name and address of bank

Account number

B What is the aim of your organisation?

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C What is the core activity of your organization?

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D Does your organization receive structural subsidy? If so, how much?

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E Please describe the plan for which you are requesting a subsidy, and the position it occupies in relation to the core activity.

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F What is the Dutch character of the plan, and how great is your organization's experience in international matters?

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G Which other subsidizing instances have you approached for this manifestation/project, and how much subsidy have you requested?

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H How much subsidy are you requesting from the NLPVF?

NB: The NLPVF will subsidize a maximum of 50% of the operational deficit.

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I Please send the following enclosures:

- 1 overview of the planned programme (in the case of a manifestation) or of the set-up and the planning of the project
- 2 a list of authors involved and of the other participants
- 3 the marketing plan with the following elements:
 - a description of the PR approach
 - a description of the way in which the manifestation or the project will be presented to the intended public
 - the estimated visitor attendance
 - the estimated composition of that public
 - a view of the public allure (local, regional, national, international)
- 4 the budget of the manifestation/project. Please give a clear indication of the estimated costs (distinguish between overheads and project costs), the names of any co-financers, and the expected operational deficit. The project costs must be specified in entries for travelling expenses, accommodation costs, fees, hall rent, moderators/interpreters, PR costs, etc.
- 5 if available: a report of a previous, similar activity undertaken by your organization, or an annual report.