

**NOTICE:**

This document is of a purely informative nature and its purpose is to facilitate the comprehension of the original text of the call for the interested parties outside of Spain.

In any event, the applications must be submitted using the standardized form, in Galician or Spanish, available in the online office of the Xunta de Galicia, <https://sede.xunta.gal>

**DEPARTMENT OF CULTURE, EDUCATION AND UNIVERSITY**

Order dated March 16th, 2021 which establishes the rules for awarding, on a competitive basis, grants for the Galician book sector aimed at the translation of works originally published in Galician to other languages and the translation of works published originally in other languages to Galician, and proceeds to the call for 2021 (procedure code CT221C).<sup>1</sup>

In accordance with the specific attributions outlined by the competition's framework, the Department of Culture, Education and University, in accordance with Decree 198/2020, dated November 20th, has, as part of its base structure, the promoting of the cultural enrichment of Galician society and putting materials for personal development within the field of creation, thought, technique, leisure or any other form in which people can express or educate themselves, or transform their essential perception of the world in which they live.

Likewise, it is the responsibility of this Department to promote the dissemination of the intellectual and creative production of Galicia in other cultures and, at the same time, to facilitate access to the texts originally produced in other languages and countries to Galician citizens, in order to contribute to the cultural exchange and the configuration of a plural and inclusive society.

It is also the responsibility of the Department to support publishing production and the editing of works that are of general interest for the Autonomous Community of Galicia.

For this reason, the Department of Culture, Education and University, within its responsibilities and the use of the powers bestowed upon it, in accordance with the provisions under Law 9/2007 dated June 13th, on grants in Galicia, establishes funding to support the Galician book sector, aimed at translating works originally published in Galician into other languages and translating works published originally in other languages into Galician, so that important texts produced abroad can be found in our community and in our language, while at the same time, our authors have the means by which to export their productions.

Within these responsibilities, The Department of Culture, Education and University, under this Order, wants to establish an instrument that, in accordance with current legal regulations, sets the guidelines for a distribution, in accordance with the criteria for advertising, objectivity, and concurrence, of the resources allocated to book publishing, in line with the provisions of Law 9/2007 dated June 13th, on grants in Galicia.

The participation of foreign entities in this call order is of special interest because it facilitates the internationalization of Galician literary creations and the introduction and enrichment of Galicia's publishing market in Galician with Spanish and foreign literary productions. Due to the fact that the recipients of these grants may be living in countries with very different levels of technological development, temporary access by any means that will leave a record of submission within the established dates, has been enabled in accordance with legislation that is applicable to each one of these countries with technological environments different to the current one in Galicia.

By virtue of the powers bestowed upon me by article 34 of Law 1/1983, February 22nd, regulation of the Xunta de Galicia and President, partially modified by Law 11/1988, October 20th.

I hereby order:

**Article 1.** *Purpose*

1. This purpose of this order is to establish the bases that regulate the procedure for the awarding of grants on a competitive basis, to those individuals or legal entities who can prove their status as publishers, in accordance with what is established in this order. Procedure Code CT221C.

The aim is to fund costs of the translation of different literary works in hard copy or digital format to support the Galician book sector in the translation of works originally published in Galician into other languages and the translation of works originally published in other languages into Galician.

2. The cost of translations by a professional translator is also considered eligible for subsidies.

3. The translation of the work for which the grant is sought must be published after the date of the final decision of awarding of the grant for this call.

4. The grant will cover, totally or partially, the costs of translation of the literary work mentioned in the previous point.

Each publishing company will be allowed to apply for the translation of a maximum of 20 works.

5. The purpose is also to hold a call for this grant in 2021.

## **Article 2.** *Recipient entities*

1. Individuals or legal entities that can prove their status as publishers in accordance with what is established in this order, are eligible to be recipients of the grants for translations.

2. In all cases, they will be subject to the limitations established in the following item in this article.

3. Applicants that fall under the cases specified in points 2 and 3 of article 10 of Law 9/2007, dated June 13th, on grants in Galicia, cannot receive the grant mentioned in this order.

### **Article 3.** *Budget allocation and size of grants*

1. The grants will be awarded from the allotment 10.40.432A.770.0 of the general budget for the Autonomous Community of Galicia for 2021, in the amount of €90,000 charged to the budget for 2021, and €110,000 charged to the budget for 2022.
2. The maximum amount allotted by this Order is €200,000 by the following:
  - a) Once the applications that have been sent in have been examined, a list according to the criteria and points established in article 12 of this Order will be made.
  - b) Next, the budget will be distributed in the following way:
    - Up to 90% of the cost of the translation will be awarded to those entities that reach the maximum number of points according to the scale in article 12, and will decrease proportionately until all of the funds have been depleted.
    - The maximum amount of a grant per work will be six thousand euros (€6000).
    - The minimum score to obtain the grant is 30 points.

- The first annuity is 45% of the total awarded as a grant, the 55% left over is the second annuity.
  - If as a consequence of the distribution, the result amount has a first decimal of 5 or above, it will be rounded to closest whole number. If the first decimal is less than 5, the same whole number will be maintained.
3. The initial amount may be increased depending on the available budgets, which may give way to the awarding of more grants, in accordance with the content of article 31.2 of Law 9/2007, June 13th, on grants in Galicia.

#### **Article 4.** *Nature and concurrence of the grants*

1. The grants put forth in this Order to support the Galician book sector are subject to Regulation (EU) n 1407/2013 of the Commission, dated December 18th, 2013, relative to the application of articles 107 and 108 of the Treaty of the function of the European Union in the *de minimis* aid (in the official gazette of the EU), dated December 24th, 2013, L352/1).
2. The grants must comply with the conditions of exemption and the limits outlined in the Regulation (EU) 1407/2013. The total amount of the *de minimis* aid awarded to a company shall not exceed €200,000 within a period of three fiscal years. This limit shall be applied regardless of the type of aid or the objective in mind. The *de minimis* aid will not be accumulated with any state grant corresponding to the same eligible expenses if said accumulation leads to a grant that is larger than the one established by the specific situation of each case by the EU community regulations.

3. The grants awarded within the protection of this call are compatible with any other that may be awarded with the same purpose.  
However, the amount of the grant can, in no case, be higher than, by itself or in concurrence with grants from other public administrations or other entities, private or public, national or international, the cost of the action taken by the recipient entity.

### **Article 5. Applications**

1. The applications shall be submitted, preferably electronically, by filling out the form available on the online office of the Xunta de Galicia, <http://sede.xunta.gal>, as shown in the model known as annex 1.
2. Online submission will be compulsory for the publishers that are legal entities and for their representatives, as well as for the freelance (self-employed) publishers, in accordance with the provisions outlined in articles 14.2.a) and d) of Law 39/2015, dated October 1st, on the common administrative procedure, and in article 10.1a) of law of digital administration of Galicia.
3. In compliance with article 68.4 of Law 39/2015, dated October 1st, on the common administrative procedure of the public administration, if any of the interested persons obligated to submit electronically, submits their application in person, they will be required to amend it by way of digital submission. To these effects, the date on which the amendment is made shall be considered the date of submission.

4. For electronic submission, any method may be used for identification and signatures accepted by the online office of the Xunta de Galicia, including the system user and password for Chave 365 (<http://sede.xunta.gal/chave365>)
5. Those parties interested but not obligated to digital submission, can present their application in person, in any of the places and registries named in the regulations for the common administrative procedure, using the form available at the online office of the Xunta de Galicia.
6. As an exception in the case of foreign publishers who do not have identification and signature mechanisms accepted by the online office of the Xunta de Galicia available to them, these publishers may submit their applications in person in any of the places or registries established by the regulations of the common administrative procedure, using the official form available on the online office website of the Xunta de Galicia, <http://sede.xunta.gal>. Keeping in mind that the applicants for these grants may be living in countries with very different levels of technological development, with companies which are made up of an agreement with the legislation applicable to each country and with technical and functional legal characteristics (different from the current technological environment in Galicia), that make electronic application submission impossible, said applicants will be allowed to submit their application by any means that will leave a record of their submission before the deadline.

**Article 6.** *Deadline for submission of applications*

The deadline for submission of applications will be one month from the day after the publication of this order in the *Official Galician Gazette (Diario Oficial de Galicia)*.

**Article 7.** *Additional documentation required for the application procedure*

1. The following documentation must be submitted with the application:

A. Documentation of a general nature. In the event of several applications from the same publisher, this documentation will only be submitted once:

- If applicable, supporting documentation verifying the proof of the representation of the person acting in the name of the applying publisher, be it an individual or legal entity. The representation must be certified through the standardized form available in the electronic office of the Xunta de Galicia or by any other legally valid means. The standardized form can be downloaded at the following link: <https://sede.xunta.gal/modelos-normalizados>.
- Copy of the last receipt for tax on economic activities, exemption certificate, if applicable, or sworn statement of such exemption.
- If the publisher, be it an individual or legal entity, is not registered with the database of the State Tax Administration Agency and/or the General

Social Security Treasury and/or the relevant department for taxes for the Xunta de Galicia, said publisher must provide a certificate stating the reason why it is not registered with these databases.

B. Specific documentation in reference to the works which are to be translated:

- Contract model that the publisher would sign with the translator of the work, in accordance with the provisions under the Intellectual Property Law, which must state the cost of the translation, personal identification data of the translator, and whether the work in question will be translated from its original language or from a language other than the original, as well as the cost of the translation.

- In the case that the publisher has its own translation team, credentials certifying that the person responsible for the translation is part of its staff, in a category that enables him/her to carry out this type of work.

- Certificate of proof of having the rights necessary to publish the work.

- A full copy of the work for which the grant is requested. The copy of the work must be submitted in hard copy when digital presentation is not possible, as stated in article 8, point 6.

C. Documentation for publishers outside of Spain

Applicant publishers outside of Spain, whether individuals or legal entities, must provide proof of the same requirements as Spanish

publishers, and to do so, they must provide the equivalent documentation in accordance with the current legislation in their country; both, the provisions outlined in Article 7 and those outlined in Article 9 of this order, which cannot be verified.

2. In compliance with article 28.3 of Law 39/2015, dated October 1st, from the common administrative procedure, it will not be necessary to attach documents that have already been submitted by the interested party in any administrative office. In this case, the interested party must state when and before which administrative branch the aforementioned documents were submitted. They will be retrieved electronically through corporate networks or by consultation via intermediary data platforms or through other electronic means put in place for this purpose, unless the interested party expresses opposition to this procedure.

As an exception, if the required documents cannot be retrieved, the interested party may be asked to resubmit them.

3. Foreign publishers that cannot access the online office of the Xunta de Galicia can submit the documentation according to the example in article 5.6.

4. It is compulsory that the documentation that is submitted with the application be submitted in one of the two official languages of Galicia, or if necessary, accompanied by the corresponding translation, certified by the applicant publisher, who will be held responsible for the veracity of the translation.

**Article 8.** *Guidelines for submission of additional documentation*

1. Additional documentation will be submitted, preferably, electronically.

Electronic submission will be compulsory for publishers that are individuals and their representatives, and for freelance (self-employed) publishers. If any of these individuals submits the documentation in person, they will be required to amend it by way of digital submission.

To these effects, the date on which the amendment is made shall be considered the date of submission.

2. Those who are not obligated to submit electronically, may opt to submit the documentation in person in any of the places or registries established by the regulatory legislation of the common administrative procedure.

3. The interested parties will be held responsible for the veracity of the documents submitted. As an exception, when relevance of the documents comes into question, or when doubts regarding the submitted documents surface during the procedure, the Administration may require a cross-reference of the copies submitted by the interested party, which may require the presentation of the documents or the original information.

4. Any time that documents are submitted separately from the application, the following must be indicated: the code and the office

responsible for the procedure, the registration number and the file number, if available.

5. In the event that any of the documents to be submitted electronically exceeds the established maximum sizes or has a format not allowed by the online office of the Xunta de Galicia, in-person submission will be permitted within the established deadlines and in the manner indicated in the previous paragraph. The updated information on the acceptable maximum size and the allowed formats can be found at the online office of the Xunta de Galicia.

6. As an exception, the documentation in reference to the submission of a complete copy of the work for which the grant is requested, outlined in Article 7 section B, must be submitted in hard copy, when electronic submission is impossible. Said documentation may be presented by any of the means established by article 16.4 of Law 39/2015 dated October 1st, on the common administrative procedure of public administrations, and will be addressed to the Secretariat General for Culture, Office of

Books, and Publication Services and Legal Deposit located at Ciudad de la Cultura. Monte Gaiás, s/n. 15781 Santiago de Compostela.

7. The foreign publishers will adhere to the regulations in article 5.6.

### **Article 9.** *Verification of Data*

For the completion of this application procedure the data included in the following documents, which are at the disposal of the acting Administration or prepared by the public administration (unless the interested party objects), will be automatically consulted:

a) Spanish national identity document (DNI) or, if applicable, foreign citizen identification number (NIE) of the applicant, if the applicant publisher is an individual.

b) Spanish national identity document or, if applicable, foreign citizen identification number of the person representing the applicant publisher,

be it an individual or legal entity.

c) The publisher's tax identification number (NIF), when it is a legal entity.

d) Proof of registration for the Tax on Economic Activities referred to in this subsection that corresponds to the publication of books.

e) Certificates from the Agencia Estatal de Administración Tributaria [Spanish Tax Agency]), the Tesorería General de la Seguridad Social [General Social Security Treasury] and the department responsible for internal revenue in the Xunta de Galicia, demonstrating compliance with tax and social security obligations, and of not having any other outstanding debt with the Public Administration of the Autonomous Community of Galicia.

f) Inquiry into disqualification of receiving grants and aid

g) Inquiry into awarding of grants and aid

h) Inquiry into the awarding via the rule of *de minimis*

2. Publishers outside of Spain that do not have the documentation outlined in the previous paragraph must submit their equivalent, in accordance with the legislation of their country of origin, since it cannot be automatically verified.

3. When the interested parties object to these queries, they must state it in the corresponding boxes made available for this purpose on the corresponding form and, also, attach the appropriate documents.

Whenever deemed necessary according to the applicable regulation, the interested party will be asked for consent to carry out the inquiry.

4. As an exception, in the case that circumstances make it impossible to obtain the aforementioned data, the corresponding documents for the interested parties may be requested.

Article 10. *Correction of applications*

If the submitted documentation is incomplete or has rectifiable errors, the applicant will be required to rectify the error or provide the mandatory documents within 10 business days, with the warning that, if not done so, their applications will be deemed withdrawn, in accordance with the provisions under Article 20.5 of Law 9/2007 dated June 13th, on grants in Galicia, after the appropriate decision has been made under Article 21 of Law 39/2015 dated October 1st, on the common administrative procedure of public administrations.

**Article 11.** *Examination procedure*

1. The procedure for awarding grants covered in this Order will be processed on a competitive basis, pursuant to the content of Article 19.1 of Law 9/2007 dated June 13th, on grants in Galicia.

2. The General Sub-Directorate for Libraries and Books is responsible for the procedure for awarding grants and will develop, of its own initiative, any actions deemed necessary for the determination,

knowledge and verification of the data by virtue of which the final decision proposal must be formulated.

3. The files will be evaluated according to the criteria established by this order.

4. The applications that comply with the requirements established in this call will be evaluated in accordance with the criteria established in Article 12 of this order and the economic distribution will be made in proportion to the scores obtained, within the limits established in Article 3.

5. No project may receive a grant that exceeds the total cost of its translation.

### **Article 12.** *Evaluation Criteria*

1. The work's cultural interest. Maximum 20 points.

- a) Original work of a Galician author: 20 points
- b) Original work of an author from other autonomous communities: 15 points
- c) Original work by an author from other countries: 10 points.

2. Length of the translation of the work: maximum 30 points

- a) Up to 50,000 characters: 5 points
- b) Between 50,001 and 200,000 characters: 10 points
- c) Between 200,001 and 400,000 characters: 20 points.
- d) more than 400,000 characters: 30 points.

3. Characteristics of the translation of the work. Maximum 30 points.

- a) From other languages to Galician: 20 points.
- b) From Galician to other languages: 15 points.
- c) From other languages to Galician by a classical author: 10 points.
- d) From Galician to other languages by a classical author: 5 points.

4. Cost of the translation of the work. Maximum 30 points.

- Up to €300: 10 points.

- between €301 and €1000: 15 points
- between €1,001 and €2000: 20 points
- between €2001 and €3000: 25 points
- more than €3000: 30 points

5. For the translation of poetry works: maximum 10 points.

- a) Original work by a Galician author: 10 points.
- b) Original work by an author from other autonomous communities: 5 points.
- c) Original work by an author from other countries: 5 points.

### **Article 13.** *Final decision proposal*

1. Once the accepted applications have been examined, a list will be made according to the criteria and points established in Article 12 of this order, and we will proceed to distribute the budget in the following manner:

- A grant of up to 90% of the cost of translation will be awarded to those publishers who reach the maximum points, following the scale established in the previous article.
- Next, it will be distributed proportionally following the order of the scale results in article 12, until all of the funds have been allocated.
- To obtain a grant, it will be necessary to have obtained 30 points.

2. Adhering to the criteria established, and keeping in mind the budget and the distribution available for the awarding of the grant, a provisional proposal will be made.

This provisional proposal will be made public on the webpage of the Secretariat General of Culture <http://cultura.gal>. The points proposed for each accepted project will be detailed here, as well as the reasons for the exclusion of the rest of the applicants. Publishers will have 10 business days, starting the day after the publication of the provisional proposal, to contest the provisional proposal before the General Subdirectorate of

Libraries and Books, at the locations and in the manner indicated in article 5 of this order.

In all instances the publishers that contest the provisional proposal, will send an email to the Secretariat General of Culture, General Subdirectorate of Libraries and Books at the following address: [servizo-libro-publicacions.cultura@xunta.gal](mailto:servizo-libro-publicacions.cultura@xunta.gal), in which they will indicate the date on which they contest, in writing, and the reason for which they are contesting.

#### **Article 14.** *Final Decision*

1. Once the claims (if any exist) have been reviewed, and when the final evaluation has been carried out, the General Sub-directorate of Libraries and Books will write a report with the results. This report, along with the final decision proposal will be sent to the Head of the General Secretariat of Culture, who will issue the grant award decision by order of the Head of the Department of Culture, Education and University, in a period of 15 days from the date of submission of the proposed decision, in accordance with the content of Article 34 of Decree 11/2009 dated

January 8th, by which the regulations of Law 9/2007 dated June 13th, on grants in Galicia, are approved.

2. The final decision will be published in the *Official Galician Gazette* and on the website <http://www.cultura.gal>. This publication will replace personal notification to the same effect.

3. The deadline to issue and notify the interested parties of the explicit decision cannot exceed five months, as established in Article 23.4 of Law 9/2007 dated June 13th, on grants in Galicia. The period will be calculated from the day of the publication of this call in the *Official Galician Gazette*.

4. The expiration of the deadline without notification of the explicit decision, authorizes the interested party to consider his/her application denied by administrative silence.

#### **Article 15.** *Notification and denial*

1. Notifications of decisions and administrative acts will be carried out preferably by electronic means, and, in all cases when the interested parties are obligated to receive them through these means. Interested parties who are not obligated to receive electronic notifications may decide and advise, at any time, that future notifications are carried out or are no longer to be carried out by electronic means.

2. The interested parties must expressly state the chosen method for notification (electronic or hard copy) on the form. If the interested parties opt for notifications only by hard copy, notifications will be carried out according to what has been established in the Common Administrative Procedure Regulations.

3. In compliance with article 45. 2 of Law 4/2019, dated June 17th, on the digital administration of Galicia, electronic notifications will be made via their appearance in the online office of the Xunta de Galicia through the electronic notification system of Galicia, notifica. gal. This

system will advise of the availability of notifications through the email account and/or the phone number given on the application. These notices will not have, in any case, the effect of a notification, and the lack thereof will not impede that the notification be considered valid.

4. Interested parties who are obligated to receive notifications only by electronic means must opt for notification via electronic means on the form. Other options will not be considered valid, nor will they have any effect on the procedure.

5. Notification via electronic means will be understood as accepted at the moment when its content has been accessed. It will be considered rejected if its content has not been accessed 10 business days after a notification has been made available.

6. If the delivery of an electronic notification is not possible due to technical difficulties, the general and autonomous public sector Administration will carry out notification via the means provided in the

regulations of the common administrative procedure in accordance with the content in Article 5.6.

**Article 16.** *Publications of proceedings*

The notification of the final decision for awarding of the grants according to the terms outlined in the regulatory policy for the common administrative procedure, shall be published in the *Official Galician Gazette* (DOG), in accordance with the content of Article 45 of Law 39/2015 dated October 1st, on the common administrative procedure of public administrations.

Likewise, it will be published on the webpage:

<http://www.cultura.gal>

**Article 17.** *Administrative formalities subsequent to the submission of applications.*

1. The electronic office of the Xunta de Galicia enables all interested parties to carry out electronic procedures, after proceedings have been initiated by accessing the Citizen Folder of the interested party. When the interested parties are not required to submit applications electronically, they may also be submitted in person at any of the places and registries designated by the regulatory policy of the common administrative procedure, except in cases of inability to conform to the content of article 5.6.

**Article 18.** *Acceptance of the grants*

Once the final decision has been made known by the appropriate body, interested parties nominated as recipients will have a period of 10 days to give their acceptance. Once this time period has elapsed without an express statement, it will be considered as implicitly accepted, unless within the same time period, formal and express notice is given renouncing the awarded grant, duly signed by the representative of the recipient.

In the event that a publisher does not accept the grant or renounces it, the

examining body may formulate the proposal for an additional decision, awarding the amount available to the applications evaluated by the committee that did not receive aid due to budget constraints, in accordance with the established scoring order.

### **Article 19.** *Justification*

1. In order to receive the grant, the awarded publishers are obligated to provide proof of the completion of the subsidized projects and to justify the totality of the budget within the time period established in this order. If the totality of the project budget is not justified, the amount of the grant will be reduced in the same proportion.

2. The justification of the grant must be done as follows:

2.1. The amount corresponding to the first annuity (45% of the grant) will be released before November 1st, 2021, as a one-time payment of the totality of the grant awarded, after the acceptance of the grant by the recipient and the submission of the following documentation:

- One copy of the contract, marked with a date subsequent to the date of publication of this order in the *Official Galician Gazette* (DOG).

2.2. The amount corresponding to the second annuity (55%), will be released before October 31st, 2022, as a one-time payment of the totality of the grant awarded, after the submission by the recipient of the following documentation:

- The invoice together with the proof of the payment made to the translator, or a certificate stating that the translation was done with the recipient's own means. The amount paid must be the same as the amount stipulated in the copy of the contract.

- One copy of the edited translation in which the following text must appear on the copyright page:

“This work received a grant from the Department of Culture, Education and University, of the Xunta de Galicia.” An official logo of the Xunta de Galicia must also be printed on said page. It must comply with the current regulations required for the legal deposit.

When the book is published exclusively in digital format, the publisher must indicate digital location or URL and access to the publication. In the case of books being edited simultaneously in hard copy and digital format, only one hard copy must be sent, and its digital location and access (if needed) must be indicated. In this case, both of the formats shall be considered as an eligible expenditure.

-A document which accredits the platform or platforms on which the book is kept. It will be compulsory if the book is published in digital format, and it will be optional if the book is also published paper format.

3. At the moment of proof of the total fulfilment of the project, the applicant must submit an additional declaration of the grants for which they have applied, the ones that have been approved or awarded as well as the ones pending the final decision, for the same project, by the different appropriate public administrations, or any of their bodies, entities, or societies.

## **Article 20. *Payment***

1. Pursuant to the content of Article 29.2 of Law 9/2007 dated June 13th, on support grants in Galicia, those expenditures that can be accounted for between the date of publication of the final decision awarding the grant and the deadline for justification provided in this order shall be considered incurred and paid.

2. The following documents are considered proof of payment:

- Bank proof of payment by the recipient (bank transfer, bank receipt of cash deposit by teller, bank certification), on which the number of the invoice covered by the payment is recorded.
  
- Identification of the person making the payment, which must match the person recipient of the aid.
  
- Identification of the person receiving the payment, which must match the person, company and entity that issued the invoice.

3. As an exception, cash payments will be accepted when the amount, individually or jointly per supplier, does not exceed €1,000. In this case, payment shall be justified by the invoice signed and sealed by the supplier on which “received in cash” is written.

4. Once the designated proof of payment time period has elapsed without being carried out before the appropriate administrative body, this body will require the recipient to submit the proof in the non-extendable time period of ten days. Failure to submit the proof of payment within the established period will lead to the loss of the right to receive all or part of the grant, the demand for reimbursement and the rest of obligations put forth in the Law on grants in Galicia, in accordance with the content of Article 45.2 of Decree 11/2009 dated January 8th, by which regulations in the aforementioned law were approved.

5. The Secretariat General of Culture may require any documentation that it deems necessary for the justification of the grant at anytime.

6. When activities were funded, in addition to the grant, with the recipient's own funds or other grants or resources, the amount, origin and application of such funds must be included in the justification for such subsidized activities, as stipulated in Article 28.6 of Law 9/2007 dated June 13th, on grants in Galicia.

**Article 21.** *Obligations of the recipients*

1. The recipients of this aid are subject to the obligations stipulated in Article 11 of Law 9/2007 dated June 13th, on grants in Galicia.
2. The recipients of the grant shall include the following text in all statements and publicity: "This work received a grant from the Department of Culture, Education and University of the Xunta de Galicia". An official logo of the Xunta de Galicia must also be added. It must comply with the current regulations required for the legal deposit.

3. The recipients of this aid must submit the documentation substantiating that the subsidized work has been published, with the exact number of copies published. The examining body will be able to verify, through the usual distribution channels, that the works have actually been put into the Galician publishing market, or the areas for which the subsidized project is intended, and will require, if needed, the supporting documents that prove so.
  
4. The recipients must comply with the advertising obligations put forth in Article 18 of Law 38/2003 dated November 17th, general grant law, amended by article 30 of state law 15/2014 dated September 16th, on streamlining of the public sector and other measures of administrative reform.
  
5. If, in order to carry out the activity for which the grant was awarded, any element likely to generate a copyright is used, the content in the regulations on intellectual property must be complied with.

6. The recipients of the aid will be obligated to provide all information required by the Public Accounts Department of the Autonomous Community, the Spanish Court of Audit or the Audit Council in the carrying out of their duties of auditing and oversight of the use of the aid.

**Article 22.** *Repayment of the aid and sanctioning procedure*

1. The total or partial reimbursement of grants and public aid received will be carried out in case of occurrence with any of the circumstances put forth in Title II of Law 9/2007 dated June 13th, on grants in Galicia.

2. In the event that the person receiving the aid fails to comply with any of the stipulated conditions or obligations, the Department of Culture, Education and University will open the corresponding sanctioning file, in accordance with the content of Title IV of Law 9/2007, cited in the previous item.

3. Any change in the conditions observed for awarding the grant and, in any case, obtaining concurrent grants or aid awarded by other

administrations or public or private entities, national or international, may result in a modification of the grant award final decision.

*Article 23. Transparency and good governance*

1. Compliance to obligations of transparency stated in Article 17 of Law 1/2016 dated January 18th, on transparency and good governance, and Article 15 of Law 9/2007 dated June 13th, on grants in Galicia, is compulsory.
  
2. In accordance with the content of article 4 of Law 1/2016 dated January 18th, on transparency and good governance, individuals and legal entities recipients of grants are obligated to provide all of the information, needed by the Administration, appropriate body, or entity to which it is linked, mentioned in Article 3.1 of Law 1/2016 , for the fulfilment of the obligations in title 1 of the aforementioned law.

*Article 24. Regulatory reference*

The implementation of this order adheres to the contents of the following laws and provisions:

- a) Law 9/2007 dated June 13th, on grants in Galicia.
- b) Decree 11/2009 dated January 8th, which approves the regulations in Law 9/2007 dated June 13th, on grants in Galicia.
- c) Law 1/2016 dated January 18th, on transparency and good governance

And, additionally:

- d) Law 38/2003 dated November 17th, general grant law, regulating the requirements for awarding and justification of funds granted by State Administration. This law contains articles of a basic nature that are applied to the regulations of this Autonomous Community, and consequently, to this call order.

- e) Law 38/2003 dated November 17th, general grant law.
- f) Law 39/2015 dated October 1st, on the common administrative procedure of public administrations
- g) Law 40/2015 , dated October 1st, on the legal system in the public sector

### **Article 25.** Appeals

The interested party can file a contentious-administrative appeal against the final decision, which exhausts all administrative remedies, before the High Court of Justice of Galicia within two months from the date on which the notification of the final decision was received. Or, the interested party can file an optional administrative appeal for review by the Head of the Department of Culture, Education and University, within

one month from the date on which the notification of the final decision was received.

### First Final Provision

The Head of the Secretariat General of Culture, within the scope of his/her authority, is authorized to issue the decisions required to implement this order.

### Second Final Provision

This order will come into effect on the day following its publication in the *Official Galician Gazette*.

Santiago de Compostela, March 16th, 2021

Román Rodríguez González  
Head of Culture, Education and University

**ANNEX I**

PROCEDURE	PROCEDURE CODE	DOCUMENT
GRANTS FOR THE GALICIAN BOOK SECTOR, AIMED AT THE TRANSLATION INTO OTHER LANGUAGES FROM WORKS ORIGINALLY PUBLISHED IN GALICIAN AND THE TRANSLATION INTO GALICIAN FROM WORKS ORIGINALLY PUBLISHED IN OTHER LANGUAGES.	CT221C	APPLICATION

PERSONAL DATA OF THE APPLICANT					
FIRST NAME	FIRST SURNAME	SECOND SURNAME	NIF (NATIONAL IDENTIFICATION NUMBER) OR EQUIVALENT		
STREET/ROAD/LANE	STREET NAME	NUMBER	BUILDING NUMBER	FLOOR	APARTMENT NUMBER
PARISH	NEIGHBORHOOD				
POSTAL/ZIP CODE	PROVINCE	TOWN	CITY		
TELEPHONE NUMBER	MOBILE NUMBER	E-MAIL			

<b>AND, IN THEIR REPRESENTATION</b> (representation must be verified by valid legal means)			
FIRST NAME	FIRST SURNAME	SECOND SURNAME	NIF (NATIONAL IDENTIFICATION NUMBER) OR EQUIVALENT

<b>NOTIFICATIONS</b>					
When notifications are made available, notice will be sent to the e-mail and/or mobile phone you provide in the following boxes. These may be changed at anytime via <a href="http://notifica.gal">notifica.gal</a> :					
MOBILE NUMBER	E-MAIL				
<b>CHOICE OF PREFERRED METHOD OF NOTIFICATION</b>					
The individuals obligated to communicate by electronic means with the administration should opt, in all cases, for the notifications by electronic means, no other option will be considered valid.					
<ul style="list-style-type: none"> <li>• <b>Electronic</b>, via the electronic notification system of Galicia-Notifica.gal <a href="https://notifica.xunta.gal">https://notifica.xunta.gal</a> Access to the notification is only granted with the electronic certificate Chave365.</li> <li>• <b>Post</b> (fill in the address only if it is different from the one indicated previously).</li> </ul>					
STREET / ROAD/LANE	STREET NAME	NUMBER	BUILDING NUMBER	FLOOR	APARTMENT NUMBER
PARISH	NEIGHBORHOOD				
POSTAL/ZIP CODE	PROVINCE	TOWN	CITY		

<b>BANK INFORMATION</b>							
I declare, under my own responsibility, that the data entered relative to the bank account are true.							
NAME OF THE HOLDER OF THE BANK ACCOUNT	BANK ACCOUNT NUMBER(24 DIGITS)						
	IBAN						

<b>Annex I (continued)</b>  <b>INFORMATION ON THE GRANT REQUESTED</b>
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<b>AUTHOR OF THE ORIGINAL WORK (INDICATE GEOGRAPHIC ORIGIN):</b> <ul style="list-style-type: none"><li><input type="checkbox"/> Galician author</li><li><input type="checkbox"/> Author from other autonomous communities (indicate which):</li> <li><input type="checkbox"/> Author from other countries (indicate which):</li></ul>		
<b>Length of the translation:</b> <ul style="list-style-type: none"><li><input type="checkbox"/> up to 50,000 characters</li><li><input type="checkbox"/> Between 50,001 and 200,000 characters</li><li><input type="checkbox"/> Between 200,001 and 400,000 characters</li><li><input type="checkbox"/> More than 400,000 characters</li></ul>		
<b>Characteristics of the translation of the work:</b> <ul style="list-style-type: none"><li><input type="checkbox"/> From other languages to Galician</li><li><input type="checkbox"/> From Galician to other languages</li><li><input type="checkbox"/> From other languages to Galician by an author with no public domain</li><li><input type="checkbox"/> From Galician to other languages by an author with no public domain</li></ul>		
<b>ORIGINAL LANGUAGE OF THE WORK</b>	<b>LANGUAGE FROM WHICH IT IS TRANSLATED</b> (in the case that it is not the same as the original language of the work)	<b>LANGUAGE INTO WHICH IT IS TRANSLATED</b>
<b>Cost of the translation:</b> <ul style="list-style-type: none"><li><input type="checkbox"/> Up to €300</li><li><input type="checkbox"/> Between €301 and €1000</li><li><input type="checkbox"/> Between €1001 and €2000</li><li><input type="checkbox"/> Between €2001 and €3000</li></ul>		

More than €3000

**Annex I  
(continued)**

**THE APPLICANT OR THE REPRESENTATIVE DECLARES:**

1. That with regard to other grants awarded or applied for:

- That no other aid was awarded or applied for for this project and concepts, which are now applying for this grant.
- Aid was awarded or applied for for this project and concepts, which are now applying for this grant and are listed as follows:

2. That in reference to the *de minimis* aid :

- No *de minimis* aid was awarded or applied for.
- De minimis* aid was applied for and/or awarded, and are listed as follows:

Likewise, the applicant or representative commits to make known immediately how many aids they are applying for or awarded under the *de minimis* from other public administrations or other public entities, national or international, from the date of this declaration forward.

3. That all the data contained in this application and supporting documents are true.

4. That they are not subject to any of the circumstances outlined in article 13 of Law 38/2003, dates November 17th, general grant law.

5. That they are not subject to any disqualification for obtaining aid outlined in points 2 and 3 of article 10 of Law 9/2007, date June 13th, on grants in Galicia.

6. That they are up to date on payment obligations for repayment of grants, in compliance with article 10.2g of Law 9/2007, date June 13th, on grants in Galicia, and article 9 of the regulation of grants in Galicia, approved by Decree 11/2009, date January 8th, by which regulation of Law 9/2007, date June 13th , on grants in Galicia, is approved.

**DOCUMENTATION THAT IS BEING SUBMITTED OR THAT HAS BEEN SUBMITTED PREVIOUSLY**

**1. Documentation of a general nature**

- |                          |                                                  |
|--------------------------|--------------------------------------------------|
| <input type="checkbox"/> | Copy of the last proof of payment for the tax on |
|--------------------------|--------------------------------------------------|

	economic activity, if applicable
<input type="checkbox"/>	Certificate of tax exemption for economic activity, if applicable
<input type="checkbox"/>	Sworn affidavit of tax exemption for economic activity, if applicable
<input type="checkbox"/>	Certificate that shows the reason for which the publisher, be it an individual or a legal entity, is not registered in the database of the State Tax Administration Agency, and/or the General Social Security Treasury, and/or the relevant department for taxes of the Xunta de Galicia.

	BODY	PROCEDURE CODE	YEAR
<input type="checkbox"/>	Documentation verifying the proof of the representation of the person acting in the name of the applying publisher, be it an individual or legal entity. The representation must be certified through the standardized form available in the electronic office of the Xunta de Galicia or by any other legally valid means. The standardized form can be downloaded at the following link:  <a href="https://sede.xunta.gal/modelos-normalizados">https://sede.xunta.gal/modelos-normalizados</a> .		

	2.Documentación específica
<input type="checkbox"/>	Contract model that the publisher would sign with the translator of the work, in accordance with the provisions under the Intellectual Property Law, which must state the cost of the translation, personal identification data of the translator, and whether the work in question will be translated from its original language or from a language other than the original, as well as the cost of the translation.
<input type="checkbox"/>	In the case that the publisher has its own translation team, credentials certifying that the person responsible for the translation is part of its staff, in a category that enables him/her to carry out this type of work.

<input type="checkbox"/>	<p>A receipt of having submitted a full copy of the work for which the grant is requested. The copy of the work must be submitted in hard copy as stated in article 8, point 6.</p>
<input type="checkbox"/>	<p>Certificate of proof of having the rights necessary to publish the work.</p>
<p><b>Annex I (continued)</b></p>	
<p><b>BASIC INFORMATION ABOUT PROTECTION OF PERSONAL DATA</b> Entity responsible for data processing: Xunta de Galicia. Department of Culture, Education and University, Secretariat General of Culture</p>	
<p>Purpose of data processing</p>	<p>To complete this procedure, verify the data and documents that the interested party submits with the application to check the accuracy in them, and to carry out administrative actions necessary and advise about the status of the procedure. The data will also be included in the Citizen Folder for each interested party to provide access to personal information as well as information of an administrative nature.</p>
<p>Legitimization for processing</p>	<p>In compliance with a mission carried out in the public interest or in the exercising of public powers derived from a legal authority bestowed to the entity or individual responsible for processing, as well as compliance with legal obligations assigned to said person or entity (articles 6.1, letters c) and e) of the RGPD and 8 of the organic Law 3/2018, dated December 5th, on protection of personal data and guarantee of digital rights). Specifically, the authority and obligations outlined in the basic precepts of Law 38/2003, dated November 17th, general grant law, and of Law 19/2013, dated</p>

	December 9th, on transparency, access to public information and good governance, as well as Law 39/2015, dated October 1st, on the common administrative procedure of Public Administrations, in Law 1/2016, dated January 18th, on transparency and good governance, and Law 4/2019, dated July 17th, on Digital Administration of Galicia.
Parties for whom the data is intended	Public Administration in the use of their authority.
Exercising of rights	Interested parties will be able to request access, rectification, objection, limitation, transferability, and suppression of their data, or to withdraw, when appropriate, the consent given via the online office of the Xunta de Galicia, or in the places and registries established in the regulations of the common administrative procedure, outlined in <a href="https://www.xunta.gal/exercicio-de-derechos">https://www.xunta.gal/exercicio-de-derechos</a>
1 Contact with the delegated person for data protection and more information	<a href="https://www.xunta.gal/proteccion-datos-personales">https://www.xunta.gal/proteccion-datos-personales</a>

### APPLICABLE LEGISLATION

Order date March 16th, 2021 by which the regulatory bases for the awarding of grants for the Galician book sector is established, aimed at the translation of works originally published in Galician into other languages, and the translation of works originally published in other languages into Galician, and we proceed to hold a call for the year 2021 (procedure code CT221C).

### SIGNATURE OF THE APPLICANT OR REPRESENTATIVE

Location and date

	,		of		of		
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**Secretariat General of Culture**