

Caribe Literature Scheme

In case of difference between the English and Dutch version of the grant scheme, the Dutch source text shall prevail.

The board of the Dutch Foundation for Literature,

having regard to the provisions of the General Administrative Law Act,

having regard to Article 10(4) of the Specific Cultural Policy Act,

having regard to the General Regulations of the Dutch Foundation for Literature.

decision:

Article 1. Definitions

In this scheme, the following definitions apply:

board:	the board of the Dutch Foundation for Literature;
the Foundation:	the Dutch Foundation for Literature;
Caribbean part of the Kingdom:	the countries of Aruba, Curaçao, Sint Maarten and the three public entities of Bonaire, Saba and Sint Eustatius;
literary creator:	natural person based in the Caribbean part of the Kingdom who is professionally engaged or aspires to be professionally engaged in the creation or translation of literature;
literature:	literary creations in Dutch, English, Frisian, Papiamentu or Dutch Sign Language, or alternatively the translation thereof;
literary creation:	an original, literary work;
organisation:	non-profit legal entity established in the Caribbean part of the Kingdom, registered with one of the Chambers of Commerce of the Caribbean part of the Kingdom, being a subsidised or non-subsidised cultural organisation or other legal entity active in the cultural sector;
project:	all work related to a stand-alone, specifically defined literary activity or talent development project, defined in terms of time and purpose;
English:	the English language as used by native speakers in the Caribbean part of the Kingdom;
Papiamentu:	the Papiamentu language.

Article 2. Purpose

By means of this scheme, the Foundation aims to increase the range of literature in the Caribbean part of the Kingdom, especially the range of Papiamentu-language works. In addition, the Foundation aims to strengthen local literary infrastructure and support various talent development programmes.

Article 3. Activities for which grants are available

Grants are only available for projects in the following categories:

- a. the creation of literary works;
- b. talent development;
- c. literary activities.

Article 4. Applicant requirements

1. A grant may only be applied for by:
 - a. literary creators;
 - b. organisations.

Article 5. Grounds for refusal

The grant will be refused if:

- a. the applicant or application does not comply with the provisions of this scheme;
- b. a previous project for which a grant has been awarded to the same applicant under this scheme has not yet been completed;
- c. the applicant has already been or will be awarded a grant under another scheme of the Foundation, regarding activities for which a grant is sought under this scheme;
- d. the activities are exclusively scientific in nature or involve the production of teaching materials.

Article 6. Application period, allocation system and grant ceiling

1. The application period runs from the day after publication of this scheme in the Government Gazette until 1 November 2024, or so much earlier as the grant ceiling is reached. The Foundation will announce on its website when the grant ceiling has been exceeded.
2. All applications will be assessed in order of receipt.
3. Subject to Article 11(5) of the General Regulations, the date of receipt is the date on which the Foundation received the full application.
4. The grant ceiling for 2024 amounts to €300,000. Any changes to this ceiling will be published in the Government Gazette and on the Foundation's website.
5. The grant ceilings for the years 2025 and beyond, as well as the start and end dates of the application periods in those years, are published annually in January on the Foundation's website and in the Government Gazette.

Article 7. Application requirements

1. An application for a grant must be submitted using an application form prepared by the Foundation for this particular scheme.
2. An application will only be considered if the application form is fully completed, signed and accompanied by the following appendices:
 - a. A digital (video or audio) or written project plan according to the requirements in the application form;
 - b. An itemised budget of the project with explanatory notes.
3. Applications must be submitted in one of the following languages: Dutch, Papiamentu, English, Frisian or Dutch Sign Language.
4. Applications rejected on the basis of the assessment criteria stated in Article 9 cannot be resubmitted for the same project.

Article 8. Amount of the grant and project duration

1. The maximum grant per application is €25,000 for a literary creator and €50,000 for an organisation.
2. A project must be completed within a maximum period of 1 year after the grant is awarded.

Article 9. Assessment criteria

1. All applications will be assessed against the following criteria:
 - a. project plan;
 - b. added value of the project for the region;
 - c. applicant profile;
 - d. quality of editing/curation/supervision/collaboration;
 - e. target group and audience approach (if relevant);
 - f. budget (based on format of the Foundation).
2. With regard to the application to be granted, the verdict on all criteria must be positive.

Article 10. Advice

1. Applications eligible for substantive assessment will be submitted to at least one external consultant for advice.
2. This external consultant will assess applications based on the assessment criteria stated in Article 9 and will advise on whether or not to award the grant and the grant amount.

Article 11. Decision

The board will inform the applicant of its decision in writing within 22 weeks of receiving the complete application.

Article 12. Obligations of the grant recipient

1. The board will impose on the grant recipient the obligation that:
 - a. the activities for which the grant is awarded are performed in full and the grant is not spent on other activities;
 - b. the Foundation must be informed accurately and truthfully at all times;
 - c. the name and logo of the Foundation must be included on all public communications relating to the subsidised activities;
 - d. the Foundation is timely invited to participate in any public activities for which a grant has been awarded;
 - e. the grant recipient does not infringe third-party copyrights;
 - f. the grant recipient must cooperate in research undertaken by or on behalf of the Foundation, aimed at providing the Foundation with information for policy development.
2. The grant recipient must notify the board in writing as soon as possible of circumstances that may be relevant to a decision to amend, withdraw or determine the grant. Relevant documents must be submitted in this process. This must in any case be done if it is likely that:
 - a. the activities for which the subsidy was granted have not been performed or will not be performed in time or in full, or
 - b. the grant obligations are not or will not be met in time or in full or
 - c. substantial changes have occurred with respect to the information submitted with the application and supplied to the Foundation within the framework of granting or determining subsidies, or with respect to the implementation of the project plan changes have occurred with respect to the application or special circumstances arise.
3. The grant recipient gives the Foundation permission to disclose or reproduce (parts of) the project report or other project documentation (including visual material) in the context of accounting for the activities of the Foundation without providing compensation to the grant recipient or any third-party rights holder.
4. The Foundation may impose an obligation on the grant recipient that:
 - a. the applicant's records accurately and completely reflect the subsidised activities and are consistent with the budget submitted with the application;

- b. the supporting documents attached to the records, which clearly demonstrate the nature and scope of the eligible activities, are kept for at least seven years after determination of the grant;
- c. the grant recipient cooperates with or ensures the cooperation of the accountant in investigations into the (audit) work carried out by them by a party to be designated by the Board of the Foundation. The associated costs are deemed to be included in the grant.

Article 13. Allocation, determination and payment of grants up to €25,000

1. Grants of up to and including €25,000 are determined directly upon award.
2. The determined amount will be paid to the applicant within eight weeks.

Article 14. Allocation, advance payment and determination of grants in excess of €25,000

1. Grants in excess of €25,000 are paid to the applicant in the form of an advance payment within eight weeks.
2. Grant recipients of a grant exceeding €25,000 are required to submit an accountability report, if necessary, accompanied by a statement of actual costs and revenues, within three months of the end of the project.
3. For grant amounts in excess of €25,000, if the activities have been performed in accordance with the application and all obligations attached to the grant have been met, the grant recipient must apply for a grant determination decision within 13 weeks of performing the activities for which the grant was awarded. The grant determination decision shall be issued by the board within 22 weeks of its application.

Article 15 Withdrawal and amendment grounds for grant allocation and determination

1. If the recipient has failed to comply with the obligations attached to the grant, the board may withdraw or amend the grant allocation or determination
2. If the board finds that substantial changes have occurred from the information provided with the application, the board may withdraw or amend the grant allocation or determination.
3. If the applicant is a natural person, the board is authorised to amend or withdraw the grant allocation or determination on the grounds of the applicant's death. The grant allocation or determination will not be reduced by portions of grants or advances already paid, unless otherwise stipulated by sub-regulation.
4. The withdrawal or amendment shall have retroactive effect up to and including the time when the subsidy was allocated or determined, unless the revocation or amendment provides otherwise.
5. Any amount by which the grant is reduced will be offset against any portions of the grant already paid or recovered. If the grant recipient has not complied with the reporting obligation referred to in Article 12(2), the board may set the grant at zero and recover the grant amount including the statutory interest due.

Article 16. Hardship clause

Having regard to the interest that this scheme is intended to protect, the board may disapply or deviate from an article to the extent that strict application would result in an unfairness of a predominant nature.

Article 17. Final provision

In all cases not covered by this scheme, the board will decide.

Article 18. Effective date

This scheme shall enter into force with effect from the day after the publication of the Government Gazette in which it is published and shall expire on 31 December 2028. Notwithstanding the first sentence, this scheme as it reads on the day prior to the date from which this scheme expires shall continue to apply to the settlement of applications submitted and subsidies granted under this scheme.

Article 19. Quotation title

This scheme shall be cited as: Caribe Literature Scheme

This scheme will be published in the Official Gazette with the explanatory notes.

The Dutch Foundation for Literature,
R.N. de Bildt,
Director

EXPLANATORY NOTES

The Caribe Literature Scheme is an impulse scheme aimed at literary creators and organisations in the Caribbean part of the Kingdom. The aim of the scheme is to make original stories, poems and literary performances from these regions widely read and heard. In particular, the foundation aims to increase the range of literature in Papiamentu. In doing so, the foundation is committed to initiatives that strengthen the literary infrastructure in the Caribbean part of the Kingdom. In other words, initiatives that contribute to a literary (reading) climate in which there are structural opportunities for writers and translators to further professionalise, publish their literary work – in book form, on stage or in digital form – and make their work available to their (reading) audience. The book trade in the Caribbean part of the Kingdom is incomparable to that in the European part of the Netherlands. For example, there are almost no publishing houses currently supervising and publishing writers at their own expense, and the number of bookshops is small. Writers are often forced to take charge of production processes themselves, right down to the distribution and promotion of their own work. By means of this scheme, the Foundation aims to enable creators and organisations to produce their own works and reach a wider audience.

Who is eligible?

You are eligible if:

- You are active as a writer, (performance) poet, illustrator, spoken word artist, slam artist, literary translator or playwright;
- you organise literary activities as an organisation, such as a festival or reading promotion events;
- as an organisation, you publish literary works, in book form, or as part of a project, such as a play or podcast;
- as an organisation, you help talents develop themselves by offering guidance in writing, translation, (final) editing or stage presentations.

What types of projects are eligible?

The grant is intended for a variety of literary initiatives in all genres: literary novels, short stories, poetry collections, spoken word, drama texts, literary non-fiction, children's and youth literature. On paper, stage or in digital form.

The fund distinguishes three categories:

1. The creation of new literary works

This may include a work grant/fee for writing a new literary text or the translation costs of an existing literary text into or from Papiamentu, including for multilingual editions. Applications can also be made for the production costs of book publications, including editing/support, production, public outreach/presentation, distribution, or the production costs of interdisciplinary or multimedia literary projects. For example, applications can therefore be made for the costs of editing/supervision, production, public outreach/presentation and distribution.

2. Talent development

This involves the professional development of literary creators. For example, to allow them to set up or participate in creative writing workshops or courses and literary translation workshops. Individual coaching, mentoring, coaching, education and train-the-trainer programmes are also included. Furthermore, grants are available for a research plan in which the literary creator explores the possibilities and feasibility of their literary ambition. For example, devising an idea for a book on a content and artistic level as well as on a business level:

who will publish it, who will do the editing, what are the publication costs, etc. Finally, residency or travel costs may be a modest part of a grant application.

3. Literary activities

This type of grant is intended for organisations carrying out public activities in the field of literature. For example, organising festivals, writing competitions, online and offline literary programmes, neighbourhood literature activities and open-mic events. This may include reading promotion activities that take place both inside and outside the classroom, for both young and old, such as in libraries.

An application may relate to several categories. The applicant does not need to (but certainly can) limit themselves to one category.

How is an application assessed?

Applications will be assessed against the following criteria:

a. Project plan

Elements covered in the assessment are: the project's objectives, activities, timeline and expected results. If a talent development programme is part of the application, the approach and objective will be assessed. The party accompanying the applicant throughout the process will also be assessed, including an explanation of why exactly this party was chosen. For example, do they have sufficient experience? When applying for a research plan, the assessor or adviser will look at the aims, approach, budget and the added value of the plan for the literary creator.

b. Added value of the project for the region

It will be assessed how and to what extent the project contributes to the literary infrastructure in the Caribbean region. For example, the applicant's aim may be promoting and raising awareness of local literature. In addition, projects may contribute by expanding literary offerings for specific target groups such as children, young people, adults and the elderly, or by promoting literature in the languages spoken in the region. Furthermore, providing platforms for writers, poets, performers and other literary talents to present, develop, produce and distribute their work may be relevant in strengthening literary infrastructure.

c. Applicant profile

The relevant experience and expertise of the applicant will be assessed. The applicant's past activities and achievements will be examined. This includes relevant experiences, education, previous publications, performances and literary projects. The applicant's past collaboration partners will also be considered.

- Individual applicants: writers, translators and other creators may suffice by attaching their CV or portfolio of their created work.

- Organisations: may explain their previous experience in organising literary projects or activities. For instance, they can describe specific examples and results of previous projects.

d. Quality of editing/curation/supervision/collaboration

The qualifications and experience of the editors, supervisors or collaboration partners will be assessed. Consideration will be given to the quality of expertise of the team or individuals with whom the applicant wants to implement their plan.

- Individual supervisors: for editors, teachers or supervisors, this can be done by adding a CV or portfolio. Their experience and track record will be assessed.

- Education and workshops: if participated in education, courses or workshops, it should be explained who the provider is and what their experience is in it.

- Collaboration partners: partners are considered in terms of their professionalism and experience. What have the partners done or produced and to what extent is this in line with the applicant's project?

e. Target group and audience approach (if relevant)

When the project aims to reach an audience, such as in the case of book publications or public activities, the audience approach and strategy must be clearly defined. It will be assessed which target group(s) the project is intended for, including the age groups and the reason why this specific target group was chosen. Furthermore, it will be determined to what extent the project meets the needs and interests of the intended target group and how the applicant plans to reach and engage this target group. This includes assessing which partners are collaborated with for public outreach and how these collaborations contribute to the success of the project.

f. Budget (based on format of the Foundation)

Applicants should submit a balanced budget based on an established format. The budget will be assessed for completeness and feasibility. This means that all cost items should be clearly stated and realistically estimated. The budget must be in euros. Budgets in other currencies, such as the dollar or Antillean guilder, are not accepted. The reason for this is because the foundation can only provide grants in euros.

It will be assessed whether the budget is balanced, meaning there should be enough money to implement the plan. This also takes into account co-financing: is there a case of co-financing and, if so, has this money already been committed?

Organisations are assessed as to whether they offer remuneration to creators and stakeholders according to common practice and rates on the islands. For individual creators, specific consideration will be given to whether the applicant offers themselves and any supervisors a fee. If an application is made for a book publication, the agreements between creator and publisher/producer will be evaluated, in which at least the provisions on the royalty percentage or fee and licence must have been agreed.

In what situations is it not possible to apply?

An application cannot be made twice for the same project. Furthermore, an application cannot be submitted if the previous project supported within this particular scheme has not yet been completed. An application cannot be submitted if the applicant is not established in or resident in Aruba, Curaçao, Sint Maarten, Bonaire, Sint Eustatius or Saba. Collaboration with (commercial) partners, such as publishers or partners within and outside the Caribbean part of the Kingdom is possible. They cannot be the applicants, however.

What is the application procedure?

There is an annual period during which applications can be submitted. The start and end date of that period will be announced on the Foundation's website. The grant ceiling will also be published on the website for each calendar year.

Applications can be submitted on a continuous basis until the scheme's budget runs out.

Applications can be made in the applicant's native language. That is to say, applicants may apply in and for projects in Papiamentu and English, in addition to Dutch, Frisian and Dutch Sign Language. English is only allowed for creators based in the Caribbean part of the Kingdom whose native language is English. Within this scheme, applications must be made digitally (online). For all applications except book publications, it is possible to submit the project plan via video or audio recording. The maximum length of a recording is stated in the online application form. Budgets must also always be drawn up in euros and submitted on paper.

The application is submitted using the online application form with some specific questions. It is then assessed whether the application is complete and whether the project suits the scheme. If this is the case, the application is sent to at least one external advisor, who will assess the content of the application. The aim is to decide within 22 weeks from submission of the application. Prior to submitting the application online, applicants may contact staff of the

Foundation to ask questions about their project, the procedure and the grant application process.

In what situations can a reapplication be made?

A (substantive) new application can only be submitted once the previously awarded project has been completed. If an application does not meet the formal requirements, the applicant is given the opportunity to rectify it. If the application still does not comply, it will not be processed.

Assessment

Because this is a new scheme, the Foundation will evaluate the scheme after a period of up to two years and make the necessary adjustments.