



G CONSELLERIA
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I CULTURA I IGUALTAT
B INSTITUT ESTUDIS
/ BALEÀRICS

Decision by the president of the Institute of Balearic Studies dated 14 April 2020, issuing an urgent call for applications for funding to support activities to raise the profile of literature, thought, comics and illustration from the Balearic Islands by 20 April 2020 and support activities performed in 2019

1. On 11 March 2020, the World Health Organisation declared the public health emergency caused by COVID-19 an international pandemic.

Royal Decree 463/2020 of 14 March declared a state of alarm to manage the health crisis situation caused by COVID-19. Article 10 stipulates various containment measures in the field of cultural facilities, which are listed in the annex of that provision. The suspension of the majority of cultural activities ordered under the state of alarm finally affected the entire sector with the passing of Royal Decree-Law 10/2020 of 29 March.

2. While additional provision three of Royal Decree 463/2020 suspends the terms for the processing of public sector procedures, it also envisages the possibility of public sector bodies deciding, with stated reasons, to continue administrative procedures concerning situations connected to the facts justifying the state of alarm or those that are indispensable to protect the public interest.

In the same way, article 9.2 of Decree-Law 4/2020 of 20 March, establishing urgent measures concerning contracting, agreements, educational arrangements and funding, social services, the environment, administrative procedures and budgets to tackle the economic and social impact of COVID-19 allows the possibility of initiating, with stated reasons, administrative procedures that are indispensable to protect the public interest even during the state of alarm.

According to article 44 of the Spanish Constitution, the public powers must promote and protect access to culture, to which everyone is entitled.

As a consequence of the lockdown measures and the suspension of activities open to the public, the calls for applications for funding envisaged in the Strategic Funding Plan of the Autonomous Community of the Balearic Islands 2018-2020 have become urgent and indispensable to protect the public interest in the



cultural sector, guaranteeing the right to culture envisaged in the Constitution, since:

a) There was a notable loss of activity in the cultural sector as a whole prior to the declaration of the state of alarm. This loss will foreseeably last until at least 20 April, even if the measures under the state of alarm are lifted beforehand.

b) The aforementioned health crisis is having a direct impact on the economy and society, in particular on all cultural activities and industries, especially those performed before a live audience, which are utterly prohibited due to the danger of contagion. This special impact on the cultural sector makes it urgent to hold a call for applications and process funding by the Institute of Balearic Studies and, on an exceptional basis, consider the funding of expenses in relation to cultural activities that it has not finally been possible to perform or that have a very uncertain performance date.

c) The practically total suspension of cultural activities for a prolonged period of time requires aid to protect employment and maintain the productive fabric of the various cultural activities in the Balearic Islands and facilitate the payment of subsidies as speedily as possible.

d) According to *The Economy of Culture in Europe*, a study produced in 2006 by the European Commission, the justification for public intervention in the cultural sector strengthens the European way of thinking that culture is an indispensable public interest asset. This is why public cultural mechanisms and policies consider the cultural and creative industries to be an inherent and indispensable asset to promote social and territorial cohesion.

3. The Institute of Balearic Studies (IEB) is a public business organisation of the kind envisaged in article 2.1(b) of the Autonomous Community of the Balearic Islands Instrumental Public Sector Act 7/2010 of 21 July, with a separate, differentiated legal personality, and full capacity to act and management autonomy, notwithstanding being supervised by the administration of the autonomous community.

IEB comes under the Regional Ministry of the Presidency, Culture and Equality, in accordance with Balearic Islands Presidential Decree 21/2019 of 2 August, establishing the powers and basic organic structure of the regional ministries of the administration of the Autonomous Community of the Balearic Islands.

Decree 48/2018 of 21 December approved the Articles of Association of the Institute of Balearic Studies. According to article 1 of the Articles of Association, IEB is a public business organisation of the kind envisaged in article 2.1(b) of the Autonomous Community of the Balearic Islands Instrumental Public Sector Act 7/2010 of 21 July.



According to article 4, IEB's general purposes are those related to teaching and the linguistic standardisation of the Catalan language, the promotion of culture in the Balearic Islands and raising its profile outside of the islands, in accordance with these Articles of Association and respecting the powers of the island councils. Article 5 stipulates the following functions and powers, among others:

- a) Promotion of research, in all areas of culture and science, into subjects related to the Balearic Islands, in accordance with the general research objectives proposed by the Government of the Balearic Islands and IEB itself.
- b) Language training in the Catalan language for citizens of the Balearic Islands outside of formal education.
- c) Promotion of social uses of the Catalan language in all areas of everyday life, respecting and protecting the island forms of Catalan in Majorca, Menorca, Ibiza and Formentera, without detriment to the unity of the language.
- d) Publicising, through its own or outside resources, any kind of cultural activity carried out within the territorial scope of the Balearic Islands.
- e) Publication in the field of local studies by producing monographs, collections and magazines, and organising conferences, congresses and talks.
- f) Promotion of cultural activities concerning exchange and the relationship between Majorca, Menorca, Ibiza and Formentera, and between the Balearic Islands and places outside of the islands.
- g) The spreading of information concerning aid and services that the island and municipal bodies provide for artistic and cultural creation.

Article 40 of Act 13/2014 of 29 December, creating the Institute of Balearic Studies, a public business organisation, states in paragraph 3 that in order to carry out the aforementioned functions and activities, the organisation may exercise all of the administrative powers that may be necessary, including *promotion*.

Article 30.26 of the Statute of Autonomy of the Balearic Islands stipulates that the autonomous community has powers over culture, artistic and cultural activities, and the promotion and dissemination of theatre, music, cinema and audiovisual, literary, dance and combined arts creation and production, as well as publicising them nationally and internationally.

The Council of Government Resolution of 9 March 2018, approving the Strategic Funding Plan of the Autonomous Community of the Balearic Islands for the financial year 2018-2020, amended by the Regional Minister of the Treasury and Exterior Relations Decision of 7 February 2020, published in the Official Gazette of the Balearic Islands no. 28 of 5 March 2020, stipulates the funding categories IV.2.11 to support activities performed during the year 2019 to raise the profile, outside of the islands, of publishing and promotion of literature, thought, comics and illustration; music and musicians, performers and composers from the Balearic Islands, and performing arts of the Balearic Islands, and IV.2.1 to support activities to raise the profile, outside of the islands, of all kinds of projects concerning publication and promotion of literature, thought, comics and



illustration (also including aid for mobility between the islands and between the Balearic Islands and Catalan-speaking territories) and joint publication of books in the years 2018, 2019 and 2020.

According to article 1 of the Order of the Regional Minister of Education and Culture of 1 July 2009, establishing the regulatory bases for funding concerning education and culture (Official Gazette of the Balearic Islands no. 100 of 11 July 2009), funding may be provided for activities concerning the promotion of culture and the plastic arts both in and outside of the Balearic Islands.

Moreover, this aid framework is also produced in accordance with Commission Regulation (EU) No 651/2014 of 17 June 2014 declaring certain categories of aid compatible with the internal market in application of Articles 107 and 108 of the Treaty (Category Exemption Regulation).

In view of all this, in accordance with that stipulated in article 15 of Legislative Decree 2/2005 of 28 December, approving the Revised Text of the Funding Act, and making use of the powers conferred on me by article 20.1(j) of the Articles of Association of the Institute of Balearic Studies, I issue the following:

Decision

1. To approve the urgent call for applications for funding to support activities to raise the profile of professional literature, thought, comics and illustration from the Balearic Islands by 20 April 2020 and to support activities performed in 2019.
2. To establish that the aforementioned procedure for granting funding is indispensable to protect the general interest of the cultural sector during the state of alarm decreed by virtue of Royal Decree 463/2020 of 14 March in order to manage the health crisis caused by COVID-19.
3. To approve the budget for this call for applications, which has a maximum amount of €100,000 (one hundred thousand euros).
4. To authorise expenditure of €100,000 from chapter IV of the budget of the Institute of Balearic Studies.
5. To publish the call for applications in the *Official Gazette of the Balearic Islands*.

Lodging appeals

This Decision is the final step in the administrative procedure. An optional appeal for reversal may be lodged against this Decision with the president of the Institute of Balearic Studies within one month from the day following the date on which it



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is published, in accordance with article 124 of the Common Administrative Procedure of Public Authorities Act 39/2015 of 1 October and article 57 of the Legal Framework for the Administration of the Autonomous Community of the Balearic Islands Act 3/2003 of 26 March.

An administrative appeal may also be lodged directly with the Administrative Appeal Court within two months, in accordance with article 46 of the Administrative Courts Regulation Act 29/1998 of 13 July, from the business day following the lifting of the declaration of the state of alarm in Spain, in accordance with additional provision two of Royal Decree 463/2020 of 14 March.

Palma, 14 April 2020

The president of the Institute of Balearic Studies

Pilar Costa i Serra

ANNEX 1 Call for applications

1. Purpose and objective

1.1. The purpose of this call for applications is, on the one hand, to support the Talent IB programme, the objective of which is to aid mobility by authors and publishers between the islands and between the islands and Catalan-speaking territories during the period between 1 December 2019 and 20 April 2020 and, on the other hand, to contribute to raising the profile outside of the islands of professional literature, thought, comics and illustration from the Balearic Islands during the period between 4 October and 20 April 2020 in order to promote exchange and cultural relations between Majorca, Menorca, Ibiza and Formentera and between the Balearic Islands and places outside of the islands (including mobility), and to alleviate the direct effects of the measures concerning the COVID-19 pandemic.

1.2. Four funding categories are established, the first and second of which are exclusive of one another:

a) Talent IB Programme. Support for the mobility of authors, publishers, researchers and cultural agents connected with literature, thought, comics and illustrations in order to attend fairs, festivals, presentations and professional conferences outside of their island of residence, between the islands and in Catalan-speaking territories.

Only expenses arising from travel, accommodation and meals are included:

- Travel by creators, publishers, distributors and researchers. Only tourist class tickets are accepted.
- Accommodation expenses, provided they can be justified with invoices.
- Expenses for accreditations to enter fairs or professional events.
- The distance of travel by road not performed on public transport with a maximum price of 0.240141 euros per kilometre.
- Meal expenses with a maximum amount of €18 per person per day.

b) With regard to other mobility outside of the islands, support for the mobility of authors, managers of publishing houses (up to a maximum of two members) and distributors, researchers and cultural agents connected with literature, thought, comics and illustration in order to attend fairs, festivals, presentations and professional conferences outside of their island of residence.

Only expenses arising from travel, accommodation and meals are included:



- Travel by creators, publishers, distributors and researchers. Only tourist class tickets are accepted.
- Accommodation expenses, provided they can be justified with invoices.
- Expenses for accreditations to enter fairs or professional events.
- The distance of travel by road not performed on public transport with a maximum price of 0.240141 euros per kilometre.
- Meal expenses with a maximum amount of €18 per person per day.

c) Support for the publication of publishing projects connected with raising the profile of the book outside of the islands, irrespective of whether it is physical and/or digital and of its format, specifically including:

- Translations of works by authors born or resident in the Balearic Islands distributed outside of the territory of the Balearic Islands.
- Publication of original works by authors born or resident in the Balearic Islands, together with a project for raising the profile of the book outside of the islands (presentation outside of the Balearic Islands, attendance at professional fairs, national or international distribution, etc.).
- Publication of Catalan translations of universal works that are published by publishing houses from the Balearic Islands and are accompanied with a project for promotion of the book outside of the islands.
- Digitisation of works by authors from the Balearic Islands that are part of the literary heritage of our community.

The following expenses may be accounted and included:

- Production
- Design and layout
- Translation
- Advances to authors

d) Support for activities to promote, outside of the islands, literature, comics, thought and illustration from the Balearic Islands.

Aid may be requested for:

- The organisation of presentations of the work or an author from the Balearic Islands outside of his/her own island of residence, as well as talks, roundtables, seminars, etc.
- Attendance at fairs, festivals and professional conferences.
- The production of graphic material associated with promotion outside of the islands.
- Any other type of promotional activity that involves travel outside of his/her island of residence.



Expenses arising from the following may be accounted and included:

- Travel by people and transport of goods. Only tourist class tickets are accepted.
- Accommodation, provided it can be justified with invoices, up to a maximum of €100 per person per night.
- People's fees and the hiring of professional services.
- Publication and translation of graphic material.
- The distance of travel by road not performed on public transport with a maximum price of 0.240141 euros per kilometre.

In the case of attendance by companies from the Balearic Islands at fairs or events devoted to direct sale to the public, only the following may be subsidised:

- 25% of the space rental cost.
- 50% of the travel expenses for people connected with the applicant company.

1.3. For the four categories described in section 1.2, expenses stated as fundable in section 1.2 may also be funded when they have been performed or are connected with activities cancelled or deferred due to preventive measures decreed by the public authorities to tackle the COVID-19 pandemic.

In this case, this fact must be mentioned in the application, and the initially planned date must be stated. The reason for the cancellation or deferral must also be stated, except for cancellation or deferral on dates during the state of alarm, or documents must be presented concerning the cancellation by the organiser or the owner of the venue where the activity was to be performed.

1.4. Applicants must also provide proof that they have not had payments reimbursed or that they have not been compensated for the expenditure made through credit, vouchers or any other decision to provide compensation for services that could not be performed. Exceptionally, proof may be provided through a statement of compliance.

2. Expenses that may not be funded

2.1. With regard to paragraphs (a) and (b), the possibility of funding the following expenses is expressly excluded:

- In the case of publishing houses, travel by people who are not directly connected with the company.
- The fees of the beneficiary of the funding.
- Fuel and parking receipts.
- First-class aeroplane travel.



- Activities performed within the island of residence.

With regard to paragraph (c), publications in magazine format, art catalogues, cooking recipe books, practical guides (guidebooks, maps, manuals, self-help, etc.) and publications concerning local history studies are excluded. Any kind of reprinting or reissuing (of any kind) of books published more than ten years ago is also excluded from this call for applications.

Paragraph (c) also excludes the salaries of workers as a fundable expense.

With regard to paragraph (d), the possibility of funding for the following expenses is expressly excluded:

- In the case of publishing houses, travel by people who are not directly connected with the company.
- The fees of the beneficiary of the funding.
- Workers' salaries.
- Fuel and parking receipts.
- First-class aeroplane travel.
- Activities performed within the island of residence.

2.2. Other expenses that may not be funded in all four categories are:

- Taxes of all kinds.
- The current expenses for the operation of headquarters, such as rent, water, electricity and gas utilities, charges, taxes and owners association expenses for the property, cleaning and insurance.
- The acquisition of inventory such as computers, photocopiers, faxes, furniture and the like.
- For all purposes, dinners and meals or representation expenses.

3. Prohibition on subcontracting people connected with the beneficiary

The beneficiary may not agree on the full or partial performance of the funded activities by people or organisations connected with him/her, unless the subcontracting is performed at arm's length and prior authorisation is obtained from IEB, in accordance with that stipulated in article 37.7 of the Revised Text of the Balearic Islands Funding Act. For this purpose, in order to determine the associated persons, article 68.2 of Royal Decree 887/2006 of 21 July, approving the Funding Regulations shall additionally apply.

4. Verifying amounts

Under no circumstances may fundable expenses be acquired at higher than



market value. IEB may verify the market value of the fundable expenses in accordance with article 41 of Legislative Decree 2/2005 of 28 December, approving the Revised Text of the Balearic Islands Funding Act.

5. Budgetary items

5.1. The credit assigned to this call for applications is €100,000 (one hundred thousand euros) from chapter 4 of the Institute of Balearic Studies budget 2020.

5.2. The granting of the aid envisaged in this call for applications is conditional upon the budget stated in the previous point being made available.

5.3. Provided the available budget allows it, the amount of this call for applications may be increased. The amount initially allocated may be extended through a decision to expand the credit assigned. Unless otherwise stated, such an expansion will not imply that the term for submitting applications is extended and will not affect the ordinary processing of the applications submitted and not expressly decided on.

6. Beneficiaries and requirements

6.1. With regard to the support for mobility referred to in points 1.2(a) and 1.2(b), the beneficiaries are:

- a)* Publishing houses and distribution companies from the Balearic Islands.
- b)* Creators and researchers from the Balearic Islands.

6.2. With regard to support for the publication of publishing projects associated with raising the profile of the book outside of the islands, referred to in point 1.2(c), the beneficiaries are:

- a)* Publishing houses from the Balearic Islands and those whose tax residence is outside of our community that work with authors from the Balearic Islands, provided their corporate object is the production and publication of books in any format.
- b)* Natural persons who are registered to perform economic activity under headings related to publishing.

6.3. With regard to support for activities to raise the profile outside of the islands and attendance by professionals from the Balearic Islands at fairs, festivals and training days that involve mobility outside of the island of reference, referred to in point 1.2(d), the beneficiaries are:



- a) Publishing houses from the Balearic Islands and those whose tax residence is outside of our community that work with authors from the Balearic Islands.
- b) Creators from the Balearic Islands or cultural agents that work with authors from the islands, irrespective of their tax residence.

6.4. Projects that obtain aid for the same item from the Regional Ministry of the Presidency, Culture and Equality of the Government of the Balearic Islands, IEB itself or the Ramon Llull Institute may not apply for this funding. The expenses included in applications in this call for applications may not be included in applications for other calls for applications that cover the same fundable period in whole or in part.

6.5. The subsidised work may not be published by a company other than the beneficiary even when they are in the same group of companies.

6.6. All people or organisations that apply for this aid must meet the following requirements:

- a) Being up to date with their Social Security obligations. Applying for aid implies authorising IEB to verify, on its own initiative, that the applicant person or organisation is up to date with this obligation, except in the case of express denial of consent. In the latter case, the applicant person or organisation must provide the relevant certificate together with the application for aid.
- b) Being up to date with its tax obligations in relation to the Central Government and the Autonomous Community of the Balearic Islands before the proposed decision is made. Applying for aid implies authorising IEB to verify, on its own initiative, that the applicant person or organisation is up to date with the obligations towards the Balearic Islands Inland Revenue (ATIB), except in the case of express denial of consent. In the latter case, the applicant person or organisation must provide the relevant certificate together with the application for aid. The applicant must submit the certificate stating that it is up to date with its tax obligations in relation to the Central Government.
- c) Applicants in any of the circumstances stipulated in article 10 of the Revised Text of the Balearic Islands Funding Act, approved by Legislative Decree 2/2005 of 28 December may not be beneficiaries.
- d) In order to obtain aid, the beneficiary must present the application in the terms and with the requirements stipulated in sections 8, 9 and 10 of this call for applications.
- e) The beneficiary must comply with the principles in article 3 of the Women's Act 11/2016 of 28 July.
- f) Only one application may be submitted per project. If a new application is submitted, the previous one must be expressly withdrawn; otherwise only the first application received will be taken into account.



In the case of express withdrawal, the date in the order of priority of cases shall be that of the new application received or the date of withdrawal if that is subsequent to the second application.

6.7. Publicly-owned companies and public law bodies, as well as any company or organisation in which these bodies have a majority holding, are excluded as beneficiaries.

6.8. People, organisations or groups that are affected by any of the prohibitions stipulated in article 10 of the Revised Text of the Funding Act and article 11 of the Equality between Men and Women Act 11/2016 of 28 July may not benefit from any funding, nor may those that have been funded through a final decision with the loss of the possibility of obtaining funding, in accordance with Act 8/2016 of 30 May to guarantee the rights of lesbians, gays, transsexuals, bisexuals and intersexuals and to eradicate LGTBI-phobia, or any other that is applicable.

7. Regulatory bases

This call for applications is governed by the regulatory bases approved by the Order of the Regional Minister of Education and Culture of 1 July 2009; the Revised Text of the Funding Act, approved by Legislative Decree 2/2005 of 28 December; the General Funding Act 38/2003 of 17 November, and the rest of EU, Spanish or regional regulations applicable to funding granted by the Administration of the Autonomous Community of the Balearic Islands.

8. Term and submission of applications

8.1. The term for submitting applications to IEB shall commence on the day following the publication of the call for applications in the Official Gazette of the Balearic Islands and will remain open until 15 June 2020.

8.2. Applications must be made submitted by 15 June 2020 using the forms stipulated in section 10, which will be published on the website of the Autonomous Community of the Balearic Islands and on the website <http://www.iebalearics.org>.

8.3. No application submitted after the deadline stated and no modification of the documentation concerning the fundable project that may be assessed will be accepted.

8.4. If the amount allocated to this call for applications is used up before the expiry of the term to submit applications, the granting of aid may be suspended



by the publication of a decision by the president of IEB in the Official Gazette of the Balearic Islands.

8.5. When the applicant is a legal person, it must submit the aid application through its duly accredited legal representative.

8.6. Interested parties may submit applications duly filled in on the forms provided by the Institute of Balearic Studies, available on the website of the Autonomous Community of the Balearic Islands and the website <http://www.iebalearics.org> in the manner stipulated in article 16 of the Common Administrative Procedure of Public Authorities Act 39/2015 of 1 October.

At any time, in the event of funding being granted, the original documents may be requested in order to check them.

8.7. If the application does not meet the legal requirements and those stipulated in the Order setting out the regulatory bases and in this call for applications, the interested party will be requested, on one single occasion, to rectify the deficiencies within a term of ten business days, in accordance with article 68 of the Common Administrative Procedure of Public Authorities Act 39/2015 of 1 October, stating that otherwise it will be considered to have withdrawn its application, following a decision that will be issued in the terms stipulated in article 21 of Act 39/2015.

9. Number of applications and term for performing the action

9.1. Each beneficiary may submit a maximum of six applications in this call for applications. This limitation will not apply to applications concerning mobility or translations of works by authors from the Balearic Islands. With regard to the Talent IB programme, i.e. the category referred to in point 1.2.(a), each beneficiary may submit a maximum of eight applications.

9.2. The investments funded must be performed and paid for between 1 January 2019 and 20 April 2020 (both inclusive). With regard to the Talent IB programme, the investments funded must be performed and paid for between 1 December 2019 and 20 April 2020 (both inclusive).

10. Documentation

10.1. The original application shall be submitted through the standardised form (annex 2), duly filled in and signed, and shall be accompanied with the following documentation:

a) Proof of identity:



— If the applicant is a natural person: photocopy of their ID card, passport or foreigner identification number.

— If the applicant is a legal person: photocopy of the tax identification number and photocopy of the representative's ID card, passport or foreigner identification number.

b) In the case of legal persons, the deed of incorporation of the organisation and articles of association duly registered in the relevant register.

If IEB already has that document, it shall be sufficient for the interested party to state the prior funding case in which it may be found and IEB, on its own initiative, will include it in the funding procedure in this call for applications.

c) In the case of legal persons, a document providing proof of the power of attorney with which the person signing the application is acting, which must be in force at the time the application is submitted.

If IEB already has that document, it shall be sufficient for the interested party to state the prior funding case in which it may be found and IEB, on its own initiative, will include it in the funding procedure in this call for applications.

d) When applicable, a document providing proof of being registered in the database of publishers of the Ministry of Culture and Sport.

e) The joint statement of compliance using the standardised form (annex 3) concerning the following points:

— Compliance with the obligations stipulated in article 11 of the Order of the Regional Minister of Education and Culture of 1 July 2009 and those stipulated in this call for applications.

— The truthfulness of the documentation attached to the application.

— All of the aid and funding applied for or granted by any institution, public or private, national or foreign, related to the application.

— Not being affected by any reason for prohibition or incompatibility to receive the funding, in accordance with the applicable regulations.

— Having a sufficient and necessary organisation and capacity to ensure performance of the activity being funded at the time of the publication of the call for applications.

— Being up to date with the tax and Social Security obligations in relation to the Central Government and the tax obligations in relation to the regional Inland Revenue.

— If the applicant is a company, complying with the legislation in force concerning the hiring of workers.



f) When applicable, a certificate stating that the organisation is exempt from declaring VAT. If this certificate from the National Tax Administration Agency is not presented, the VAT on the invoices presented as part of the justifying account may not be funded (i.e. it will not be considered an eligible cost).

g) Descriptive and detailed report on the project, which must include:

- The project's objectives.
- The list of activities and the dates on which they are carried out.
- The professional careers of the people, groups, companies or organisations involved.
- In the case of paragraph (c), the book's print run.
- In the case of paragraphs (a), (b) and (d), the routes of the journeys, stating the people who are travelling.
- The sponsorship and financing plan.
- When applicable, the communication and external publicity plan, including the distribution of the book being funded.

h) Detailed project budget with a breakdown of the applicable VAT. It is necessary for the budget to contain all of the items for which funding is requested.

i) For applications in paragraph (c), the agreement with the author or agent allowing publication of the book.

j) For the applications in paragraphs (a), (b) and (d), a letter of invitation or agreement between the applicant and the facility or organisation carrying out the activity. The agreement or letter of invitation must expressly mention the financial contribution made by the facility or organisation and the place and date or dates of the event. In the case of attendance at a fair or the professional part of a festival, proof of accreditation. If the formal letter of invitation, the agreement signed by both parties or the proof of accreditation presented does not comply with the requirements mentioned above, the application will not be accepted.

k) If applicable, in the case of paragraph (d), documentation showing the link between the applicant organisation and the people participating in the activity being funded.

l) Accreditation, through a statement of compliance, of the identity of the holder of the bank account provided, which must be the same as the person who was the beneficiary of the funding.

m) Certificate issued by the National Tax Administration Agency (AEAT) of being up to date with tax obligations.

10.2. Any information not accredited will not be taken into account in assessing the project.

10.3. Submission of the funding application implies authorising IEB to directly obtain accreditation of compliance with tax obligations in relation to the Balearic



Islands Inland Revenue (ATIB) and Social Security, unless the person concerned expressly states that they deny authorisation. In this case, they must provide documentation proving that they are up to date with the tax obligations in relation to the regional administration and Social Security before the granting decision proposal is issued.

However, in the case of funding less than or equal to €3,000, the person or organisation concerned may replace submission of these certificates with the submission of a statement of compliance.

11. Criteria for selecting the beneficiaries and the amount of funding

11.1. In order to grant the aid provided through this call for applications, applications will be dealt with in strict order of receipt in IEB's General Register or in the records and offices stipulated in article 16 of Act 39/2015, since, in accordance with their nature, it is necessary neither to compare or give priority to applications in a single procedure, according to article 6.3 of the Order of the Regional Minister of Education and Culture of 1 July 2009, establishing the regulatory bases for funding concerning education and culture.

11.2. Applications for aid may be individually decided on even if the term for submitting applications has not ended, in accordance with that stipulated in article 17(2) and (3) of the Revised Text of the Funding Act, until all of the funds made available for the call for applications have been used up and, otherwise, until all of the cases submitted within the term have been decided on.

11.3. If the case file does not contain the documentation required or there are anomalies in the documentation submitted that prevent correct assessment of the case, a request will be sent to the person concerned; the date of submission of the rectification will determine the order of priority for granting the funding.

11.4. For the activities described in sections 1.2(c) and 1.2(d), only applicants that have obtained a minimum of 30 points will be entitled to funding, in accordance with the criteria stipulated in section 14.3.

12. Bodies authorised to process, inform and make decisions in the procedure

12.1. By application of article 8 of the regulatory bases, applications must be processed by the director of IEB and the personnel working for the institute under his/her orders and instructions. In accordance with the Articles of Association of IEB, the body authorised to make decisions is the president of IEB.



12.2. The Assessment Committee must examine the applications submitted and issue the report that will be used as a basis to produce the proposed decision.

12.3. With regard to the structuring and operation framework, the Assessment Committee must be governed by that stipulated in articles 15 et seq of the Legal Framework of the Public Sector Act 40/2015 of 1 October.

12.4. The Assessment Committee is made up of the following members:

- President: the director of IEB or the person to whom he/she delegates the position.
- Members: two technicians from IEB and a professional of repute appointed by IEB.
- Secretary: a technician from IEB.

13. Processing and making decisions in the procedure

13.1. The director of IEB shall draw up a provisional decision proposal, including as many applications as possible on the proposal date. This proposal will be published on IEB's website so that interested parties may submit statements within a term of ten business days from the publication of the proposed decision on IEB's website, which shall be recorded in a procedure by the processing body.

As notice without notification effects, IEB shall electronically send a message to the e-mail address stated in the application informing that the provisional decision proposal has been published on IEB's website, and stating the publication date and the link.

13.2. The president of IEB shall decide on the procedure through a decision stating the reasoning, in which the amount of funding granted must be finally determined. The decision must also specify the following aspects: beneficiary, description, amount of the activity being funded and the pertinent administrative appeals. The decision shall be published in the *Official Gazette of the Balearic Islands*.

13.3. The decisions by the president of IEB that grant or deny the funding applied for are the final step in the administrative procedure. An optional appeal for reversal may be lodged against them within one month or an administrative appeal may be lodged with the Administrative Appeal Court of the Balearic Islands within two months from the day following the notification date.

However, in the event of lodging an administrative appeal, if the decision is adopted during the state of alarm, according to article 46 of the Administrative Courts Regulation Act 29/1998 of 13 July, the two-month term runs from the



business day following the lifting of the declaration of the state of alarm in Spain, in accordance with additional provision two of Royal Decree 463/2020 of 14 March.

13.4. The term for issuing and notifying the express decision is six months from the date on which the term for submitting applications ends. Applications not decided on in that term will be deemed rejected.

14. Amount and assessment criteria for granting funding

14.1. With regard to the activities referred to in point 1.2(a), the amounts shall be granted in accordance with that stated below:

a) For travel to Majorca, Menorca and Ibiza:

— If an activity is performed in the Balearic Islands outside of the island of residence: a maximum of €200 for travel and accommodation, and €18 for meals per person per day.

b) For travel to Formentera or other Catalan-speaking territories:

— If an activity is performed in Formentera or another Catalan-speaking territory that is not in the Balearic Islands: a maximum of €300 for travel and accommodation, and €18 for meals per person per day.

14.2. With regard to the activities referred to in point 1.2(b), the amounts shall be granted in accordance with that stated below:

a) For travel and accommodation in peninsular Spain outside of Catalan-speaking territory:

— If one or more activities is/are performed in the same town in peninsular Spain outside of Catalan-speaking territory: a maximum of €150 per person for travel, €60 for accommodation per person per night, and €18 for meals per person per day.

— If an activity is performed in different towns in peninsular Spain outside of Catalan-speaking territory: a maximum of €250 per person for travel, €60 for accommodation per person per night, and €18 for meals per person per day.

The limit per trip may not exceed €1,000.

b) For travel and accommodation in the Canary Islands and Europe:



- If one or more activities is/are performed in the same town in Europe or the Canary Islands: a maximum of €400 per person for travel, €75 for accommodation per person per night, and €18 for meals per person per day.
- If an activity is performed in different towns in Europe or the Canary Islands: a maximum of €500 per person for travel, €75 for accommodation per person per night, and €18 for meals per person per day.

The limit per trip may not exceed €1,500.

c) For travel and accommodation outside of Europe:

- If one or more activities is/are performed in the same town outside of Europe: a maximum of €800 per person for travel, €100 for accommodation per person per night, and €18 for meals per person per day.
- If an activity is performed in different towns outside of Europe: a maximum of €1,100 per person for travel, €100 for accommodation per person per night, and €18 for meals per person per day.

The limit per trip may not exceed €2,000.

14.3. With regard to the activities referred to in points 1.2(c) and 1.2(d), they shall be classified in accordance with the following scores:

a) Raising the profile of the project outside of the islands (0 to 25 points):

For publication of a translation:

- Print run of more than 1,200 copies: 10 points
- If the author is from the Balearic Islands: 10 points
- Accompanied with a promotional project: 8 points
- If it is a digital edition: 5 points
- Print run of 500 to 1,100 copies: 4 points

For publication of an original:

- Print run of more than 1,200 copies: 10 points
- Accompanied with a promotional project: 8 points
- If there is international distribution: 10 points
- If it is a digital edition: 5 points
- If there is national distribution: 5 points
- Print run of 500 to 1,100 copies: 4 points

For a promotional project:

- If there is an advertising campaign on radio and television: 15 points
- If a tour is organised (two or more presentations) with the author or an expert in his/her work: 15 points



- If workshops or other types of activities based on the work or author are organised: 10 points
- If a presentation with the author or an expert in his work is organised: 10 points
- If promotional materials are published: 5 points

For attendance at a fair or professional event:

- If it is international and IEB attends: 15 points
- If it is international and IEB does not attend: 10 points
- If it is national: 7 points
- If other activities are performed in parallel: 5 points

b) Assessment of the track record of the venue or the publishing house publishing the book (0 to 20 points):

For a fair or professional event:

- If it is international and IEB attends: 15 points
- If it is international and IEB does not attend: 10 points
- If it is national: 7 points
- If it is regular programming: 5 points

For a publishing house (this scoring may only be received by publishing companies that provide proof of having published a minimum of six titles in the previous year):

- If it has an international profile: 15 points
- If it has a business structure: 10 points
- If it attends fairs: 5 points
- If it has a catalogue with more than 75 titles: 5 points

c) Assessment of the author's professional career (0 to 20 points):

- Having performed other international projects (outside the islands and outside Spain): 10 points
- If it is a classic author with work still in print: 10 points
- Having published more than 10 books: 5 points
- Having been translated into other languages: 5 points
- Having performed projects in other islands and in Spain: 3 points

d) If it is an original written in Catalan, the translation of an original written in Catalan or the translation into Catalan of a text originally written in any other language: 25 points.

e) If it is a project that has a social return (actions that contribute to the improvement, promotion or revitalisation of a group, a community or an area in a



disadvantaged situation or at risk of exclusion or that contributes to raising awareness and educating society about them): 5 points.

f) If it is a project that contributes to gender equality (a text or creation by a woman or a minimum of 40% women if it is a team or collective or its contents contribute to raising awareness and educating society about the rights of women): 5 points.

g) Actions originating, located or intended for Formentera or created by creators, companies, organisations or groups from that territory: 5 points.

Total score: 100 points

14.4. For assessments concerning paragraphs (c) and (d), a score of 30 points is 13.33% of the fundable amount, which gradually increases to 80% at 100 points.

14.5. Only applicants that have obtained a minimum of 30 points will be entitled to funding, in accordance with the criteria stipulated in section 14.3.

14.6. The maximum amount for the projects specified in points 1.2(c) and 1.2(d) is six thousand euros (€6,000).

14.7. The maximum amount that may be granted to each applicant in this call for applications for all applications is €15,000 (fifteen thousand euros).

14.8. If any beneficiary waives the funding, or if there is a decrease in the final justified amount, the aid may be awarded to other cases.

14.9. This funding is compatible with other funding granted for the same project to the same beneficiaries, provided it is not granted by the Regional Ministry of the Presidency, Culture and Equality, IEB itself or the Ramon Llull Institute, as stipulated in point 6.3 of this call for applications. The amount arising from the sum of all of the funding may not be an amount that exceeds the cost of the funded activity, as stipulated in article 20 of the Revised Text of the Funding Act.

14.10. Funding shall be provided in accordance with the maximums stipulated in points 14.1, 14.2 and 14.3, provided the beneficiary has not received any other aid for the same project. In this case, the maximum that may be funded will vary based on the aid received.

14.11. Under no circumstances will an amount higher than that justified by invoices be paid.

15. Project adjustment factors



In order to ensure the effectiveness of the funds granted, the Assessment Committee may consider limiting the funding to a separable part of the project, such that that is the part assessed and that must be justified afterwards, provided that does not undermine the purpose of the funding. Moreover, the Assessment Committee may apply an adjustment factor consisting of reducing or excluding certain expenses concerning the total cost of the project, previously stating the reasons, which shall be recorded in the Assessment Committee's minutes, in the proposal and in the decision.

16. Payment

16.1. Payment of the aid shall be made, generally speaking, in a lump sum, which shall be performed once fulfilment of the purpose for which the funding was awarded has been accredited and the performance of the funded activity in the terms of this call for applications has been justified.

16.2. Exceptionally, advances may be made of a maximum of 75% of the amount of the funding granted when it is accredited that there are not sufficient resources temporarily to fund the performance of the funded activity. In any case, a guarantee must be provided in the manner and according to the procedure stipulated in Decree 13/2019 of 7 March, regulating the legal framework for guarantees and deposits held by the Deposit Department of the Autonomous Community of the Balearic Islands.

16.3. A single partial payment may be made with partial justifications and settlements with the same conditions and requirements as for ordinary payments. Partial settlements and justifications for activity partially performed may be included in the documentation attached to the application, although it will only take effect if the funding is granted. However, the application may also be made afterwards if the funding is granted.

16.4. If all of the activity has already been performed at the time the application is submitted, documentation may be attached concerning the settlement and justification, although it will only take effect if the funding is granted.

17. Justification

17.1. The term for justifying the performance of funded activities ends on 31 August 2020. If it has not been submitted, the competent administrative body will request the beneficiary to do so within a non-extendable term of ten business days, as stipulated in article 70.3 of Royal Decree 887/2006 of 21 July, approving the General Funding Regulations. Submission of the justification within the



additional term stipulated in this section will not exempt the beneficiary from penalties under the General Funding Act.

If, after that term, the required documentation has not been submitted, the repayment of the funding will be ordered, following the request stipulated in article 70(3) of said Regulations.

17.2. Invoices or bank statements issued prior to 1 December 2018 or after 20 April 2020 will not be considered justification of the funded investment, unless they are advance payments for the orders directly related to the activity.

17.3. Justification of the funded activity shall be performed with the submission of the justifying account using the standardised form (annex 5) with the following documentation:

a) An action report justifying compliance with the conditions imposed for granting of the funding, stating the activities performed and the results obtained. It must also contain all information necessary for the correct interpretation and understanding of the justification of expenses presented and their allocation to the project.

Expenses related to activities cancelled or deferred due to prevention measures decreed by public authorities to tackle the COVID-19 pandemic must be included, and information must be provided concerning that stipulated in section 1.3.

b) An economic report justifying the cost of the activities performed, which shall contain:

— A classified list of the expenses of the activity, identifying the creditor and the document, the amount, the issue date and the payment date. When applicable, any deviations from the initial budget must be stated. Only the items allocated to the budget submitted with the application will be taken into account.

— Stating, when applicable, the criteria for allocating overheads and/or indirect costs included in the aforementioned classified list of expenses.

— A detailed list of other income or funding, if any, that have funded the funded activity, stating the amount and source.

— The minimum of three quotes that, by application of article 40.3 of the Revised Text of the Funding Act, should have been requested by the beneficiary person or organisation. The choice must be justified when the most economically beneficial quote was not selected. This point shall apply to amounts in excess of €15,000.

c) Invoices or documents with equivalent evidentiary value for legal commercial trade or with administrative effectiveness, included in the list referred to in paragraph (b) above, which justify the expenses and clearly specify the investment



in the purpose of the funding. With regard to air or sea travel, apart from the invoice, confirmation of the relevant reservation must be provided, stating the names of the passengers, the route, the dates and the price of the journey.

d) A document providing proof of payment of the funded invoices. This shall be proven in one of the following manners:

— A copy of the bank receipt justifying the payment, stating the transfer date, the amount transferred, the identification of the reason for the transfer so that payment of the invoice can be identified, as well as the details of the payer and the recipient, which must be the same as the beneficiary and issuer of the invoice, respectively.

— A copy of the payee cheque or payee promissory note, provided it is due, together with the relevant bank statement of the beneficiary of the aid showing the charging of the cheque or promissory note.

— However, for invoices of less than €200 (ex. VAT) it is sufficient to provide the payment receipt signed by the supplier.

e) Five (5) copies of the book and/or the graphic materials published for the funded activity.

f) Under no circumstances will payslips be accepted as justification for the funding that is the purpose of this call for applications.

17.4. If the payment file does not contain the necessary documentation to prove that the funding has been justified and applied, the competent body will request the beneficiary to rectify the justification defects within ten business days from the day following the date on which the request is received.

17.5. If performance of the funded activity is not totally justified, but the purpose for which the funding was granted has been partially fulfilled, it shall be revised and proportionally reduced.

17.6. Any alteration to the conditions taken into account for the granting of the funding and, in any case, concurrent receipt of aid from other public or private, national or international administrations or organisations may give rise to modification of the granting decision.

17.7. Failure to provide justification in the terms and by the deadline stipulated in the funding granting decision, significant modification of the project presented without IEB having previously approved it, and also deviation from the funding or the application different to that stipulated in the regulations may result in revocation of the funding. The processing body is responsible for this decision.



18. Concurrent aid or funding

The amount of aid or funding stipulated in this call for applications may not, under any circumstances, be an amount that, in isolation or together with funding or aid from other public authorities or other public or private, national or international organisations exceeds 100% of the cost of the activity to be performed by the beneficiary.

19. The beneficiaries' obligations

The obligations of the aid beneficiaries are those stipulated in article 11 of the Revised Text of the Funding Act. In addition to the obligations stipulated in that article, the beneficiaries must comply with the following:

- a) To inform the body that issued the decision proposal of the acceptance or rejection of the decision proposal in the terms of the decision made in the call for applications. In any case, acceptance shall be deemed automatically performed if, within ten business days from notification of the proposal, the contrary is not stated.
- b) To carry out the activity or investment promoted by granting the funding in the manner and within the term stipulated in this call for applications. The processing body must be notified of any change to the project calendar prior to the end of the performance term, and it may accept or reject the requested modification. Changes that have not been notified may give rise to total or partial revocation of the funding.
- c) To use the amount of funding to fund the action for which it was requested, and to continue to use the investment for the funded activity.
- d) To prove to the body that granted the funding that the requirements and conditions stipulated for the granting of the aid were complied with and, when applicable, the funded activity is ongoing.
- e) To submit to the verification and control actions performed by the regional, central and EU administrations, the Court of Auditors or other external control bodies, and to also provide all of the information they request concerning the aid granted.
- f) To notify IEB of funding and aid obtained for the same purpose. Such notification must take place within three business days of applying for or obtaining the concurrent funding and, in any case, prior to justification of the application given to the funds.
- g) To prove, in the manner stipulated in the regulations and before the granting decision proposal is issued, being up to date with the tax and Social Security obligations in relation to the Central Government and the tax obligations in relation to the regional Inland Revenue.
- h) To record the receipt and application of the funding in the accounting books or



the record books that, when applicable, the beneficiary must keep in accordance with the applicable commercial or tax legislation.

i) To keep the document justifying the application of the funds received, including electronic documents, for as long as they may be subject to verification and control action.

j) To compulsorily mention IEB's support in all of the books that receive funding. On the credits page, the following phrase must be added: "This book has been published with the support of" and the logo of IEB and the Regional Ministry of the Presidency, Culture and Equality. IEB's support must also be mentioned in the programmes, posters and advertising and communication materials concerning the activity with the logo of IEB and the Regional Ministry of the Presidency, Culture and Equality. The logo is available on the website <http://www.iebalearics.org> on the corporate identity page.

Activities cancelled or deferred due to prevention measures decreed by public authorities to tackle the COVID-19 pandemic are exempted from this obligation; except for activities that are performed subsequently, including after 30 June 2020.

In the event that it is not stated, the penalty may range from a reduction of 50% of the funding received to total revocation of the funding. The Assessment Committee shall be responsible for deciding the penalty.

If the beneficiary publicises the funded activity on social networks, IEB's support must be mentioned.

k) To return the funds received in the cases stipulated in article 44 of the Revised Text of the Funding Act.

l) Any alteration to the conditions taken into account for granting the funding must be declared and, in any case, concurrent receipt of funding granted by any public or private, national or international organisation may give rise to modification of the funding granted.

m) It is necessary for the beneficiary to notify IEB, with a minimum of ten business days' notice, of the performance of any public event related to the funded activity.

n) If the beneficiary wishes to reject the aid, it must notify IEB through the pertinent standardised rejection form (annex 4).

20. Interpretation and performance

The president of IEB may issue the decisions, circulars and instructions that are necessary in order to interpret and perform this call for applications.

21. Effects



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This Decision shall enter into force on the day following the date on which it is published in the *Official Gazette of the Balearic Islands*.