

## **GUIDELINES FOR FINANCIAL ASSISTANCE TO AUTHORS UNDER “PRODUCTION OF FOLK LITERATURE”**

---

### **1. Definition:**

The scheme is to motivate young and budding authors in the production of literary materials meant for the **advancement of folk literature** of Meghalaya in either Khasi or Garo language.

### **2. Objective:**

- i. To encourage young and budding authors to cultivate the habit of writing in Khasi and Garo languages.
- ii. To assist the young and budding authors for preservation and safeguarding the literary works in their mother tongue.
- iii. To inspire young and budding authors to think and write creatively and intelligently, and to develop an appreciation and passion towards their language and literature.

### **3. Description:**

Financial assistance will be allocated as per the grades assigned. However the viability of distribution will rest upon various factors including – number of applicants, total funding amount and final tally of selected applicants.

### **4. Eligibility Criterias:**

- 1) Any individual identified as a bonafide resident of the State.
- 2) Poetry, ballads, sonnets and verses must follow conventions in terms of rhyme and timbre.
- 3) Prose, Dramas, fictional work must also follow conventions and be clear in terms of distribution, theme, etc.
- 4) Textbooks, Research Theses, Reprints and any other similar productions of personal and/or academic nature (*that are meant for academic and/or personal gain not directly contributing to the objective of this scheme*) will not be entitled for assistance under this scheme.
- 5) Biographies, translations, propaganda materials, plagiarized literary or infringed works are not eligible.
- 6) Authors who make use of artifice means to submit a manuscript is liable for disqualification and henceforth no financial assistance will be considered to such authors.

- 7) Books that received financial assistance previously will not be considered except in certain funding years as per the discretion of Director of Arts and Culture. Authors who received financial assistance for three consecutive years are no longer eligible as the scheme is meant to encourage new and upcoming authors.
- 8) The financial assistance will be extended to one author for one manuscript in one particular year. In case of continuing volumes [Part 1 and Part 2] of the same book, the Director of Arts and Culture may exercise discretion to allot funds to those who deserve special consideration for consecutive years.
5. 1) Typed out manuscripts of the original work shall be submitted in A4 size double spaced in single pages as per notified date.
- 2) The recipient author concerned must **publish the book(s) within a period of six months** from the date of receipt of the grant.
- 3) On having received the financial assistance the author will have to furnish **10 (ten) complimentary copies** to the Directorate of Arts and Culture within a period of six months from the date of receipt of the grant for distribution of the same to the Libraries in the State.
- 4) The Directorate of Arts and Culture will have the translation rights to books and works published by eminent writers under the scheme of assistance.
- 5) The **copyright** of the publication will remain with the author concerned.
- 6) In a calendar year up to 10 (ten) manuscripts will be provided financial assistance irrespective of language.
- 7) **The Tentative Estimate for distributing the Financial Assistance to Authors are:**
- (A) Grade A – Rs. 30,000/-
  - (B) Grade B – Rs. 25,000/-
  - (C) Grade C – Rs. 15,000/-
  - (D) Grade D – Rs. 10,000/-
6. 1) On having been approved for receiving the financial assistance, an agreement shall be signed between the Director of Arts and Culture and the Author concerned as per format **Appendix A**.
- 2) To ensure receipt and proper utilization of the grant the author/ recipient shall **submit a Utilization Certificate** as per format **Appendix B** along with a statement of accounts on the day following the expiry of six months of receipt of the grant.

## 7. Description Of Guidelines Requisites:

- (i) **Young and budding authors** - Any individual with an aptitude of writing and basic understanding of simple conventions of literature production of any form.
- (ii) **Literary materials** - Prose, poetry, drama, novel, folklore, etc.,.
- (iii) **A4 size double spaced in single pages** - For better readability and proofreading and also to do away with handwritten materials, scrap papers, etc.
- (iv) **Mother tongue**- Khasi and Garo Language.
- (v) **Artifice**-A crafty work but under handed deception. Example- A book already published but submitted as a fresh manuscript.

## 8. Composition of the Selection Committee:

- 1) Director, Arts & Culture, Meghalaya = Chairman
- 2) Compiler, Directorate of Arts & Culture, Shillong = Member-Secretary
- 3) 2 (two) Resource Persons for Khasi Literature = Member
- 4) 2 (two) Resource Persons for Garo Literature = Member

## 9. Terms of Reference for the Selection Committee:

- i. The Committee will assess the quality of the work and subsequently select the deserving quality manuscript. While assessing the quality of the book, the Committee shall take into consideration the Style, the Presentation, Originality, Relevance and Length of the book and grade them in the following weightage:

Style	- 20%
Presentation	- 10%
Originality	- 30%
Relevance	- 30%
Length	- 10%

- ii. On the basis of the weights assigned, the manuscripts would be rated as follows

<b>Grade A</b>	-	80% to 100%,	<b>Grade B</b>	-	60 to 79%,
<b>Grade C</b>	-	40% to 59%,	<b>Grade D</b>	-	39% and below

- iii. Each Committee Member will score the points independently and confidentially as per the Grades.

## 10. i) The Resource Persons should have a minimum educational qualification of Master of

Philosophy.

- ii) Non- official Members shall be paid an honorarium at the rate of Rs. 600/- (Rupees six hundred) per manuscript.

## 11. Application procedure:

- i. Manuscripts along with completed Application as per format **Appendix C** should be submitted with attested copies of following documents:
  - a. Copy of EPIC.
  - b. Copy of Educational qualification Certificates, etc., (if any).
  - c. One recent Passport size Photograph.
  - d. Attested copies of Documents and achievements, if any.
  - e. Short description on Experience as an Author (if any)

**12. Disqualification:**

The applicant shall be liable to be disqualified if any of the terms and conditions of the Deed of Agreement is subsequently found violated.

**13. Publicity/Advertisement of the Scheme:**

An advertisement shall be placed both on the Notice Board of the Directorate and in the District Offices of Arts and Culture as well as in the print media for inviting applications.