

## **International Exchange Program**

From 2019 onwards, the International Exchange Program will be operated as an open call program. Please refer to the guidelines for details.

### **1. Eligibility**

- Organizations such as overseas publishers, overseas Korean studies programs, international literary festival planning committees
- Individuals such as authors, translators, and scholars.

### **2. Grant Details**

- Literary events or activities held in or outside Korea
- Academic events or activities related to Korean literature and translation held in or outside Korea
- Other events or activities related to the globalization of Korean literature held in or outside Korea

※ Events already held by the date the results are announced are ineligible

### **3. Support Offered**

Direct expenses (promotion, remuneration, rent, airfare, lodging, local transportation, project expenses, etc.)

※ Regular operating expenses (personnel, office operation, or business expenses) will not be subsidized

### **4. Grant Amount**

The grant amount will be decided based on the budget breakdown provided by the applicant, taking into consideration the local prices and LTI Korea's budget.

※ The grant amount will be paid in American dollars except for countries where the euro is used.

### **5. Required Documents**

- i. Application form (prescribed format, English or Korean)

- Include details like grant amount, event schedule, status update, etc.
- ii. Introduction of the organizing institution and person in charge (free format, English or Korean)
  - Include name of institution, year of establishment, details of previously held events, etc.
- iii. Other supporting documents (detailed event plan, invitation letters, contracts, promotional materials, etc. Invitation letters are compulsory in case of inviting people.)

## 6. Application Deadline & Announcement

Quarter	Deadline	Announcement
1	~ 3. 31.	April end
2	~ 6. 30.	July end
3	~ 9. 30.	October end
4	~ 12. 31.	January end

- ※ Events already held by the date the results are announced are ineligible.
- ※ The application deadline is 24:00 Korea time.
- ※ 2019 Q1 applications are due on November 30, 2018.

## 7. How to Apply

Applications should be emailed to [exchange@klti.or.kr](mailto:exchange@klti.or.kr)

## 8. Selection Criteria

Event plan, budget, promotional impact for Korean literature and translation, applying institution's organizational capability, etc.

## 9. Post-selection Procedure

- i. MOU signing
- ii. Payment of first installment
- iii. Event
- iv. Final expense report

※ Receipts and other proofs of expenses should be submitted within one month of the event

v. Balance payment

※ The grant will be paid out in two installments, except for cases where LTI Korea deems it necessary to pay out the entire grant in one installment.

#### 10. Note

- Submitted documents will not be returned.
- LTI Korea may ask the applicant to submit additional documents or to adjust project details.
- The applicant must execute the budget as per the grant amount and details approved by LTI Korea.