

Culture Vannin operates under the terms of the Manx Heritage Foundation Act 1982. Para (c) states that the organisation should be involved in the 'printing and publishing of any reports, pamphlets, periodical, books or other documents in furtherance of these objects'.

Culture Vannin is involved in the following forms of publishing: books, e-books, CDs, DVDs, apps, online videos and oral history. The organisation expects to expand this list as technology evolves further.

Culture Vannin will think strategically about the development of new publications in all available formats and about possible re-prints of popular titles, perhaps in new formats.

Applications for grant awards for publishing

1. There will be a controlled payment schedule with final payment made upon completion. Reasonable advance payments include: research, travel, digital development or copyright fees.
2. Culture Vannin should receive interim reports of progress and the work should be completed within a specified term. Grants awarded must be taken up within a two-year period.
3. Due acknowledgement of the support of Culture Vannin should be made in the publication and all associated advertising. The Culture Vannin logo should appear on the publication.
4. Two copies of the publication should be deposited with Culture Vannin, two with the Library at Manx National Heritage, and a PDF or weblink should be provided for all e-publishing.
5. In the case of outright grants for books, CDs or DVDs there may be the possibility of recouping some of the grant after sales. A complete financial breakdown should be supplied in advance and including all production costs, production run, retail prices &c. Where appropriate, a profit-sharing agreement will be set in advance, taking effect after all costs have been met. The rate for this will typically fall between 5 and 10%.
6. Applicants should submit the following with their applications:
 - A broad subject heading and a synopsis in an initial submission
 - A completed manuscript or sample chapters/sections as appropriate
 - Bibliography (where appropriate)
 - The intended market for the publication
 - Production run and costs
 - Regular updates as to progress if financial aid is approved
 - A statement relating to applicant's history in publishing and knowledge of/involvement with the topic of publication.

Editing and commissioning by Culture Vannin

Culture Vannin will undertake the editing and publication of such works that the organisation considers to have merit and which it considers important, and to commission works for publication.

1. New commissions need to be approved by the board, who will set areas for priority together with relevant development officers and in relation to potential income generation.
2. The author will be offered a fee by negotiation and any reasonable expenses.
3. Culture Vannin will publish audio-visual material on www.culturevannin.im (linking to YouTube and Vimeo channels and to social media like Facebook and Twitter).

Joint Publishing

On occasion a joint venture with another publisher might be considered where the project would be too large or Culture Vannin doesn't have the resources to undertake the publication itself. The same criteria of suitability should apply in these circumstances as would apply to Culture Vannin publications.

If the project is deemed worthy of support under these circumstances, a full financial estimate should be submitted by the other company, including the details of print run, entire publishing costs, retail price and projected returns. A royalty situation might be entered into where appropriate.

Publishing for the IOM education system

Culture Vannin will work closely with the Department of Education and Children to ensure that all educational publishing designed to support primary, secondary and tertiary sectors is relevant, appropriate to curriculum and to current teaching methods and available in appropriate formats.

Version	Date	Signed	Frequency of review	Date of next review
1.01	November 2020		annual	November 2021