



Publisher eligibility criteria

1. Canadian resident publishers eligible for Scholarly Book Awards Program grants should conform to Department of Canadian Heritage guidelines; that is, the company headquarters and at least 50% of employees must be maintained in Canada. This would include editorial, promotion, warehousing, and order fulfillment facilities. The Department of Canadian Heritage regulations require an eligible Canadian publisher to have "manufactured in Canada a minimum of 75% of all Canadian-authored titles."
2. A Canadian publisher eligible for Scholarly Book Awards must be owned and controlled by Canadians. The percentage of Canadian ownership and control must be 75% or greater at the time of application to the Scholarly Book Awards. The firm must also provide a set of financial statements showing a 12-month period which reflects the 75% ownership and control requirement.
3. Book publishing must be a primary, rather than a peripheral or occasional activity. Publishers should also be eligible for Canada Council and/or Department of Canadian Heritage grant programs.
4. The publisher must have at least four eligible works in print and be committed to a sustained book publishing program in the humanities and/or social sciences. Books must be printed, not photocopied, on paper which meets the minimum requirements of the American National Standard for Information Sciences - Permanence of Paper for Printed Library Materials.
5. Eligible publishers must oversee and assure the carrying out of editorial changes and revisions. Publishers must also assume full responsibility for book design, press preparation, and production. These matters are relevant to grant applications because the Scholarly Book Awards are designed for publishers which assume editorial, copy editing, and design costs. The Federation may ask for the names of directors, editors, and members of editorial boards in order to be assured that the publisher is capable of ensuring the editorial quality and production values of books eligible for grants. The Federation may also ask for books from the publisher's list to verify production standards.
6. Publishers which require authors to pay for, or to make a financial contribution toward publication costs, are not eligible for Scholarly Book Awards.
7. Scholarly Book Awards are not available for books written or edited by owners or employees of the company originating publication, unless the greater part of the company's program each year consists of works by authors who have no corporate connection with the publisher.