

## Directions for Applications

1. A request must be sent in duplicate and accompanied by five complimentary copies (free of cost) of the proposed book which shall not be returned. The signature on the request must be verified by the bank as indicated on the request/or application form.
2. Writers/organizations can send only their own publications with ISBN numbers for consideration under the scheme.
3. Commercial publishers are not eligible to apply under the scheme. Commercial publishers can neither apply for their own publication nor on behalf of their customers.
4. Only one book shall be considered at a time for the financial year under the scheme.
5. Latest publications shall be considered for purchase of the books. However, books published during the last three years (from the date of the application) may be considered depending on the availability of the funds.
6. Poetry, drama, fiction, etc. and also Ph.D., M.Phil. or any kinds of research thesis as well as their translations are out of the scope of the scheme.
7. If the applicant does not hold the copyright of the book, he is not eligible to apply. Requests should come only from those authors/editors/translators/who hold the copyright of the book.
8. The back of the title page of the proposed book should bear the following printed information clearly, otherwise it shall not be considered:
  - a. Name of the author/translator/editor, etc.
  - b. Name of the copyright holder.
  - c. Subject.
  - d. Printer's name and address.
  - e. Publisher's name and address.
  - f. Date and place of the publication.
  - g. Edition number.
  - h. Printed price.
  - i. Data catalogue, etc.
9. Only printed price on the book shall be acceptable. Price written by other means i.e. handwritten, pasted slip/sealed and written on jacket/cover or printed in a catalogue shall not be acceptable.
10. Give a written certificate that the proposed book has not been purchased and published with any assistance earlier by any government (Central/State/UT) and its agency.
11. A minimum of 25% discount will be deducted on the books.
12. If the applicant is a voluntary organization, he should ensure that the organization is registered under an act of Central or State for more than three years.
13. Only prescribed application forms shall be entertained.
14. In this regard the decision of the Government of India/EFLU shall be final and binding to all and no interim correspondence shall be entertained.
15. No interim correspondence shall be entertained as the office has to go through many steps of the process, i.e., entering the proposal into receipt register, opening a file, giving file number, observing

necessary formalities to know whether proposals fulfill all the conditions and fall within the scope of the scheme, finding three experts and seeking their willingness to evaluate the book, on the basis of evaluation taking Grants in Aid Committee's approval, sending information to applicants, etc. which take a considerable time.

16. Please enclose with your application a list of a panel of 10 experts in the relevant area(s) who could be conducted to evaluate your proposal. The list must have their full names, designations and addresses along with E-mail and mobile numbers. The experts must not be from your institution.
17. For consideration of book under the GOI schemes of "Financial Assistance for Publication and Purchase of books in English language", please send your applications at the following address:

Coordinator for GOI Schemes  
The English and Foreign Languages University  
Lucknow Campus  
Moti Mahal,  
2, Rana Pratap Marg  
Lucknow-226001 (U.P.)  
Phone: 2616073 / 2230260; Fax: 0522 285771  
E-mail: [efluniversitylko@gmail.com](mailto:efluniversitylko@gmail.com)