



TRANSLATION ASSISTANCE FUND APPLICATION

Our service body/group requests financial assistance from the Translation Assistance Fund to translate OA literature/material.

PLEASE PRINT LEGIBLY

Service Body/Group Name _____ Service Body/Group # _____ Region # _____

Address _____

City/Postal Code _____

State/Province _____ Country _____

Contact Name _____ Telephone _____

Address _____

City/Postal Code _____

State/Province _____ Country _____

Email _____ PayPal Account _____

Please answer the following questions as completely as possible:

1. Has the service body/group looked at the *Digital Translations List* and confirmed that the literature has not been translated? (Find the *Digital Translations List* in the Document Library at oa.org under the category "Translation.")

2. Has the service body/group ever asked for translation funds from WSO? ☐ No ☐ Yes

If "Yes," when? _____

3. Please indicate which piece of literature/material you'd like to translate and into which language?

4. At what stage is your translation project now?

5. Which licenses have you applied for/received, if applicable?

6. When do you expect your translation to be completed?

7. What OA literature is currently available in your language? (Attach list if necessary)

REQUIRED SIGNATURE: INTERGROUP/SERVICE BODY/GROUP CHAIR *or* GROUP SECRETARY IF UNAFFILIATED

Signature

Printed Name and Title

Date

TRANSLATION ASSISTANCE FUND TABLE

Provide information in US dollars. **BE SPECIFIC!**

Estimated total expenses for the translation of this piece of literature/material, for example translator fees, proofreading, duplicating, design, printing, shipping, etc. (please itemize on separate sheet and attach)	\$
Less amount contributed by service body/group	(\$)
Less amount contributed by other sources (neighboring intergroups, region, fundraising, service board, etc.)	(\$)
Amount of money requested from Translation Assistance Fund (Please note , in order to receive funds, you must create a free account at paypal.com. PayPal provides a secure payment system that allows the WSO to transfer funds quickly and easily, thus minimizing costs and allowing for prompt payment to your service body/group.)	\$

SERVICE BODY/GROUP'S FINANCIAL STATEMENT

A financial statement for the period January 1, 20__ through December 31, 20__
must be included with your application for funds.

Provide information in US dollars. You may use the format below.

Cash on hand January 1, 20__	\$
Plus income received:	
Contributions	\$
Fundraisers	\$
Assemblies	\$
Sales	\$
Sales of OA Translated Literature	\$
Other	\$
Less expenses paid:	
Rent	\$
Utilities	\$
Newsletter	\$
Travel	\$
Literature	\$
Other	\$
Cash on hand December 31, 20__	\$
Please list any outstanding financial commitments (use separate sheet if needed):	\$
	\$
Literature (purchased in English)	\$
Costs of OA Translated Literature	\$
Royalties payable to OA (10% of net sales of OA Translated Literature)	\$
(Please note , in order to pay the WSO royalties, you must create a free account at paypal.com. PayPal provides a secure payment system that allows the transfer of funds quickly and easily, thus minimizing costs and allowing for prompt payment.)	

COMPLETED APPLICATIONS RECEIVED BY WSO BY THE LAST DAY OF EACH MONTH WILL BE CONSIDERED THE FOLLOWING MONTH.

World Service Office – DeDe DeMoss
Translation Assistance Fund
PO Box 44727, Rio Rancho, New Mexico 87174-4727 USA
Tel: 1-505-891-2664 • DDeMoss@oa.org

FOR WSO USE **ONLY**:

Date last funded: _____

Application: ☐ Approved ☐ Denied

Reason denied: _____

Amount funded (\$) / Date sent: _____

Service body contacted by: _____