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# 2023 Expression of Interest

# ABC Training and Technical Assistance

# Application Form

Please read the “Guide to Submitting an Application Form for ABC Training and Technical Assistance” prior to filling in this form. Complete sections A – G and send the application form to [Accessible.Books@wipo.int](mailto:Accessible.Books@wipo.int) no later than October 20, 2023.

## **A. Applicant**

Please provide the requested information relating to the organization that is applying for training and technical assistance.

| A.1 | Organization’s name: |  |
| --- | --- | --- |
| A.2 | Organization’s website: |  |
| A.3 | Organization’s address: |  |
| A.4 | Contact person’s name, that is, the name of the person who will be the ABC project focal point: |  |
| A.5 | Contact person’s title: |  |
| A.6 | Contact person’s email address: |  |
| A.7 | Contact person’s phone number(s), including country code: |  |
| A.8 | Languages spoken by the project focal point: |  |

## **B. Organizational Information**

B.1 Is your organization a not-for-profit? Please explain the main objectives of your organization and attach your organization’s articles of association or governing statute.

B.2 How many persons does your organization employ? How many are actively involved in accessible book production? Do you work with volunteers? Please provide an explanation of your organizational structure.

B.3 Please tell us about the IT equipment (hardware and software) your organization owns or can use to complete the project. For example, “two PCs with Windows operating systems and Microsoft Word software, as well as one photocopier/scanner”.

B.4 Please let us know if your organization has issues with power shortages or problems with internet connectivity as this could impact your organization’s ability to complete online training and produce accessible books. If this is not an issue, please state “not applicable”.

B.5 Please tell us how many accessible books your organization has produced in the past, if any, including in which formats and languages. If your organization has not produced any accessible books in the past, please state “not applicable”.

B.6 How many people who are blind, visually impaired or otherwise print disabled does your organization serve?

## **C. Social Context**

Please provide information on the social context in the country and if possible, please indicate the source of the information. If you do not have the requested information, please state that the information is currently not available.

C.1 How many persons who are blind, visually impaired or otherwise print disabled are estimated to be living in the country or region to be served?

C.2 Of these, what is the estimated number of students currently in primary, secondary and university education?

C.3 Which language(s) are used for textbooks and educational materials?

C.4 What other organizations in your country are currently producing and distributing accessible format books?

C.5 What reading devices are commonly used by students who are print disabled e.g., smartphones, MP3 players, DAISY readers, computers, etc.?

C.6 What are the formats preferred by students who are print disabled for educational purposes, e.g., embossed braille, MP3, Word, accessible PDF, DAISY or EPUB?

C.7 Do reading devices operate in the national language(s) i.e., is there text-to-speech (TTS) software? If so, please indicate which TTS software is available and in which languages.

## **D. Legal Context**

Please advise whether there are provisions in your country’s legislation allowing for the production of books in accessible formats such as braille, audio or e-text, without the need to request permission from the copyright owner of the book. If so, could you please reference and include the wording of these legal provisions.

## **E. Titles to be Produced**

E.1 Please indicate the number of digital accessible format books and in which languages you propose to produce during the project. You should produce 50 – 80 digital accessible format books. Please indicate whether the books would be produced for primary, secondary or university students.

E.2 If you plan to print books embossed in braille, please indicate the number of titles you would be interested in producing. Please indicate whether the books would be produced for primary, secondary or university students.

E.3 If you plan to produce hard copy large print books, please indicate the number of titles you would be interested in producing. Please indicate whether the books would be produced for primary, secondary or university students.

## **F. References**

F.1 Please note that WIPO will contact the Copyright or Intellectual Property Office in your country to request a reference about your organization and to advise that we are considering implementing an ABC training and technical assistance project in your country.

F.2 Please provide references for your organization. Please list the contact persons (name, title, email and phone number, including country code) in for example, government agencies, funding bodies or international organizations that can attest to the capacity of your organization.

## **G. Certification and Signature**

I attest having completed this application to the best of my knowledge and certify that our organization:

* has not been placed on the [World Bank Listing of Ineligible Firms and Individuals](https://www.worldbank.org/en/projects-operations/procurement/debarred-firms) or the [United Nations Security Council Consolidated List of Entities and Individuals](https://www.un.org/securitycouncil/content/un-sc-consolidated-list);
* does not participate in corrupt, fraudulent, collusive, unethical and obstructive practices as set out in the [UN Supplier Code of Conduct](http://www.wipo.int/export/sites/www/procurement/en/pdf/un_code.pdf). If WIPO determines that the organization has engaged in such conduct, it will impose sanctions and may share information about sanctioned organizations with other intergovernmental organizations or the United Nations.

Place:

Date:

Name and Title:

Signed:

*[End of document.]*