



SUPPORT FOR DEVELOPMENT OF AUDIOVISUAL CONTENT - SINGLE PROJECT 2018

**F.A.Q. - Frequently Asked Questions
Call for Proposals EACEA/22/2017
Deadlines for submitting applications: 23/11/2017 & 19/04/2018**

This document is intended to provide useful information to applicants. It does not replace or overrule the criteria or any other conditions contained in the Call for Proposals notice or in the Guidelines available under:
https://eacea.ec.europa.eu/creative-europe/funding/support-for-development-single-project-2018_en

It applies only to the Call for Proposals and rounds as indicated above.

List of questions

1. ELIGIBILITY CRITERIA	5
ELIGIBLE COUNTRIES.....	5
Which countries are eligible to participate in the Development Schemes?.....	5
ELIGIBLE APPLICANTS	5
Is an association, which is legally registered with the main activity “production of audiovisual works” and which has been developing and producing documentary films for several years, eligible?	5
A company is listed as having two separate business activities. Film production is one of them but how to prove that this is the main activity?.....	5
The company was legally established in 2007. In 2016 its legal status was modified and a new registration number was assigned. Would it be eligible according to the rule of at least 12 months of legal constitution?	5
Are Development grants awarded only to a unique beneficiary or also to several co-producers?..	5
In the case of a co-production between 2 companies, would 50/50 share be eligible? What about in the case of 3 co-producers?	6

Which proofs are required to justify that the applicant company is the owner of the majority of rights related to the project ?.....	6
MULTIPLE APPLICATIONS/RESUBMISSIONS	6
Can a producer submit an application as a main producer, and under the same deadline/Call appear in another application as a co-producer (confirmed by a deal-memo)?.....	6
Can applicants apply for a Single Project as well as a Slate Funding with different projects for the coming Calls?	6
Is a project considered a resubmission if it has already been submitted once as part of a Slate application?	6
If a company received support for a Single Project in the framework of Call 2017, is it allowed to apply under the Development Single Project Call for 2018?	6
PROVEN TRACK RECORD / PREVIOUS WORK	7
Could the previous work of an US producer working for a European company be eligible as previous work?	7
What kind of document is required in order to demonstrate that the applicant company produced a previous eligible work?.....	7
If two producers from different companies are both listed as producers in the onscreen credits, can they both use this production as reference work?	7
How recent must the previous production be in order to be considered eligible?.....	7
What is acceptable as a reference project for a film production company who now wants to apply for a project to be exploited on digital platforms?.....	7
If the previous work is a fiction project for young children (for television) realised as a series of 20 episodes of 10 minutes, is it eligible?.....	7
Is a compilation of animated short films (overall duration more than 24 minutes) eligible as previous work?	8
Is a reference project accepted if the cinema release or the broadcast date is after the reference period of 2 years preceding the submission, as long as the contract was within this time frame?..	8
Is DVD distribution of the previous work eligible? What about internet platforms?	8
If the previous work produced by the applicant has been released or broadcasted after the submission date, can it be considered?.....	8
If the previous work has been distributed in a country that is not participating in the MEDIA Sub-programme, is it eligible?.....	8
ELIGIBLE ACTIVITIES	8
Can a project which has been previously supported by the old MEDIA Programme reapply to Creative Europe?	8

Are wildlife documentaries eligible?.....	9
Are theatrical projects that combine animation with live action eligible (e.g. using motion capture technology)? And if so, should the applicant apply under fiction or animation? Is the ratio of animation/live action important?	9
Is a remake of a film eligible as Single Project?	9
What happens if the applicant is planning to start the principal photography according to the Guidelines (later than 8 months after the application) but in the further development process it turns out that they have to shoot earlier (e.g. due to unexpected casting obligations)?	9
If a project is an adaptation and the company has the rights to the book but hasn't yet contracted the writer for the script - will that project be eligible?	9
Regarding rights agreements, are option agreements that have not yet been exercised by the production company accepted? The company has an exclusive option to acquire all rights but does not want to exercise the option at this stage as it will trigger a payment.	9
2. AUTOMATIC POINTS	10
Note that there are no automatic points for countries with low and medium production capacity anymore in the framework of the Call for Single Projects.	10
What is a project specifically targeted at young audience?	10
3. SUBMISSION OF PROPOSALS	10
Can I apply only in paper form?.....	10
Is it possible to make any changes to an application which has already been submitted and the deadline has not passed yet?.....	10
Can I send additional documents, modify my application or provide updates about elements in my application after the deadline?.....	10
May I include links to further artwork or even teasers/trailers in my project description?	11
Do we need to upload the VAT certificate and legal entity form, etc. to the Participant Portal before submission or will they be requested in a similar way as the other evidence documents?	11
Is it possible to modify company details in the participant database after the deadline	11
What is "the value of the library" mentioned in the Miscellaneous section of Part F Budget of the eForm?.....	11
4. BUDGET AND FINANCING	12
Could you please explain the lump sum funding forms?	12
Can I request less than the amount indicated in the eForm?	13
The EU funding indicated in the eForm is incorrect. What should I do?	13

A company applying for a theatrical fiction project is also keen to develop an online platform which will expand the world of their character and hopefully assist with the marketing of the project. Would the design and plan of this platform be considered as eligible cost? 13

1. ELIGIBILITY CRITERIA

ELIGIBLE COUNTRIES

Which countries are eligible to participate in the Development Schemes?

The EU Member States as well as Iceland, Norway, Albania, Bosnia and Herzegovina, former Yugoslav Republic of Macedonia, Montenegro and the Republic of Serbia.

For more details, please read this note on the eligibility of non-EU countries in the Creative Europe Programme http://eacea.ec.europa.eu/creative-europe/library/eligibility-organisations-non-eu-countries_en

NB: As the list of non-EU participating countries in the MEDIA sub-programme is often evolving, we highly recommend that you check this updated list regularly.

ELIGIBLE APPLICANTS

Is an association, which is legally registered with the main activity “production of audiovisual works” and which has been developing and producing documentary films for several years, eligible?

An association can be eligible as long as it is officially registered at national level and fulfils other eligibility criteria such as audiovisual production as its main activity and proven track record. Natural persons (individuals) are not eligible.

A company is listed as having two separate business activities. Film production is one of them but how to prove that this is the main activity?

The evidence to be provided is the text in the national registration certificate and the activity code. This would be the best proof but others, such as statutes of the company, can be accepted if the production activity is clearly indicated.

The company was legally established in 2007. In 2016 its legal status was modified and a new registration number was assigned. Would it be eligible according to the rule of at least 12 months of legal constitution?

In case of a change of the legal status which often causes a change of the registration number, in order to establish operational continuity, the applicant must prove that all active and passive funds of the previous company have been transferred to the new entity and that the old company is closed.

Are Development grants awarded only to a unique beneficiary or also to several co-producers?

Development grants are mono-beneficiary support, therefore only one producer should be indicated in the eForm. However, the project can be a co-production between several

companies. The applicant company must own the majority of the rights related to the project.

**In the case of a co-production between 2 companies, would 50/50 share be eligible?
What about in the case of 3 co-producers?**

In the case of 2 co-producers, 50/50 share of rights is acceptable. In the case of 3 producers, the one which has the biggest share is considered as having the majority (example 35%-33%-32% ownership) and is therefore the one who should apply.

Which proofs are required to justify that the applicant company is the owner of the majority of rights related to the project ?

The applicant must show that it holds the majority of the rights relating to each project, no later than on the date of submission. It is required to provide a duly dated and signed contract covering the rights to the artistic material included in the application. This artistic material shall include at least: concept, subject, treatment, script or bible. If the project is an adaptation of an existing work (novel, biography etc.), the applicant must also show that it holds the majority of the rights relating to the rights of adaptation to this work.

MULTIPLE APPLICATIONS/RESUBMISSIONS

Can a producer submit an application as a main producer, and under the same deadline/Call appear in another application as a co-producer (confirmed by a deal-memo)?

Yes, it is possible since it respects the rule of one application per company.

Can applicants apply for a Single Project as well as a Slate Funding with different projects for the coming Calls?

An applicant has to choose between Single Project and Slate Funding. Furthermore, if Single Project is chosen, it is only possible to submit one application under one of the two deadlines. In addition, beneficiaries of an on-going Slate Funding support cannot apply for a Single Project.

Is a project considered a resubmission if it has already been submitted once as part of a Slate application?

A project which was previously included in a rejected Slate application will not be considered as a resubmission since the award criteria are different for a Single Project and Slate Funding. This kind of application will be considered as the first application for the project.

If a company received support for a Single Project in the framework of Call 2017, is it allowed to apply under the Development Single Project Call for 2018?

Companies selected for a Single Project in 2017 can apply with a new project under the present Call for Proposals.

PROVEN TRACK RECORD / PREVIOUS WORK

Could the previous work of an US producer working for a European company be eligible as previous work?

If personal credit is used, the nationality is not taken into account. What counts is that the applicant company to this Call for Proposals is European and majority owned by Europeans (i.e. participating countries to the scheme and their nationals) and that the owner or managing director of the applicant company has a personal track record as a producer or a delegate producer.

What kind of document is required in order to demonstrate that the applicant company produced a previous eligible work?

The principle rule is that the applicant company must have produced the previous work. It must prove that it was the only company involved, i.e. sole production company or that it was, in the case of a co-production, the major co-producer in the financing plan or the delegate producer. If this is based on the financial plan, a certified final budget would be the proof. Sole production company is proved by onscreen credits.

If it is a personal credit, onscreen credit is necessary where the name of the person is visible with the title of producer or delegate producer. Onscreen credit is the only possible proof for personal credit. All proofs of eligibility are to be kept by the applicant and could be requested by the Agency during any stage of the selection process.

If two producers from different companies are both listed as producers in the onscreen credits, can they both use this production as reference work?

When it is a personal on-screen credit as a producer and both persons are credited as such for the film, both can use it. Co-producer as credit will not be accepted.

How recent must the previous production be in order to be considered eligible?

As described in section 6.1 of the Guidelines, the applicant must prove it has produced a previous eligible work in the five years preceding the submission of the application. Furthermore, the applicant must be able to prove that this eligible previous work has been released or broadcast in at least one country other than that of the applicant in the period between 1/01/2015 and the date of submission of the application.

What is acceptable as a reference project for a film production company who now wants to apply for a project to be exploited on digital platforms?

For a Single Project addressed to digital platforms, any work as described under 6.2 of the Guidelines can be accepted as previous work. Crossing the genre and platform of the previous experience is also accepted, for example a creative documentary application with fiction track record.

If the previous work is a fiction project for young children (for television) realised as a

series of 20 episodes of 10 minutes, is it eligible?

For fiction, the total length/duration must be of minimum 90 minutes (this is applicable to TV and the total duration of the complete series). In this case, 20 episodes of 10 minutes = 200 minutes and therefore it is eligible.

Is a compilation of animated short films (overall duration more than 24 minutes) eligible as previous work?

The notion of a series implies that all parts/episodes are produced by the same producer and that it is sold as a package. Being a producer of a part of a series is not accepted. The producer must have credit for one complete season. If a short film is part of a compilation and can be distributed alone, it would not be an eligible track record.

Is a reference project accepted if the cinema release or the broadcast date is after the reference period of 2 years preceding the submission, as long as the contract was within this time frame?

No, only effective distribution is taken into consideration. Applicants must prove the date of release in cinema or broadcast date. Contracts are not accepted as proof and the date of distribution mentioned in the contract is not taken into account for this purpose.

Is DVD distribution of the previous work eligible? What about internet platforms?

No. Only the date of official release in cinema or television broadcast date are accepted. Commercial distribution online and distribution from international sales agent should be documented by a revenues report related to the reference period.

If the previous work produced by the applicant has been released or broadcasted after the submission date, can it be considered?

The reference period for distribution of the previous work starts on 01/01/2015 for this current Call and ends on the date of submission of the application. Release after the submission date of the application will not be accepted.

If the previous work has been distributed in a country that is not participating in the MEDIA Sub-programme, is it eligible?

Yes, since also non-participating countries are accepted as distribution territories of the proven track record project.

ELIGIBLE ACTIVITIES

Can a project which has been previously supported by the old MEDIA Programme reapply to Creative Europe?

The same action can be supported only once by an EU Programme.

Are wildlife documentaries eligible?

Reportages are not eligible whatever the subject but a creative documentary about wildlife is an eligible genre. The experts will evaluate the project against the award criteria defined in the Guidelines (in particular with regard to added value and originality).

Are theatrical projects that combine animation with live action eligible (e.g. using motion capture technology)? And if so, should the applicant apply under fiction or animation? Is the ratio of animation/live action important?

Yes, these projects are eligible. The category under which the applicant should apply is determined by the ratio animation/live action and the strategies devised as well as the outlets thought of.

Is a remake of a film eligible as Single Project?

Technically, it is eligible. However, it has to have its own identity to be able to achieve a high score under the criteria referring to the quality of the project and in particular to originality. In addition, the applicant company must hold the rights to this remake.

What happens if the applicant is planning to start the principal photography according to the Guidelines (later than 8 months after the application) but in the further development process it turns out that they have to shoot earlier (e.g. due to unexpected casting obligations)?

The project will become ineligible and no support can be given in that case. The eligibility rules must be respected throughout the application process and life time of the grant. If these are not respected, a project can become ineligible during the process.

If a project is an adaptation and the company has the rights to the book but hasn't yet contracted the writer for the script - will that project be eligible?

The 2 levels of rights are needed in order to be eligible.

No later than on the date of submission, the applicant must show that it holds the majority of the rights relating to the project for which support is being sought. This includes at least the artistic materials included in the application (treatment, script etc.). The contract covering these materials must be duly signed and dated by the author(s).

If the project is an adaptation of an existing work (novel, biography etc.), the applicant must also show that it holds the majority of the rights relating to the rights of adaptation to this work with an option agreement or transfer of rights contract duly dated and signed.

Regarding rights agreements, are option agreements that have not yet been exercised by the production company accepted? The company has an exclusive option to acquire all rights but does not want to exercise the option at this stage as it will trigger a payment.

If the developments rights are covered by the option (agreement) at the submission stage, it fulfils the criteria.

2. AUTOMATIC POINTS

Note that there are no automatic points for countries with low and medium production capacity anymore in the framework of the Call for Single Projects.

What is a project specifically targeted at young audience?

The project should specifically target an audience up to a maximum of 16 years old. This will have to be addressed in detail in the application and substantiated in the strategies provided. Projects targeting a larger audience segment, including a young audience up to 16 years old, will not be eligible for the automatic points.

3. SUBMISSION OF PROPOSALS

Can I apply only in paper form?

No, only online applications are accepted. Please find hereunder the link to the eForm:

<https://eacea.ec.europa.eu/PPMT/>

Please note that no paper back-up copy is necessary.

Is it possible to make any changes to an application which has already been submitted and the deadline has not passed yet?

If time permits, we recommend that you submit a new modified application and send an email to EACEA-MEDIA-DEVELOPMENT@ec.europa.eu to inform us of the new submission. We will then take into account the last version of the application only.

Can I send additional documents, modify my application or provide updates about elements in my application after the deadline?

No, the applications cannot be modified after the deadline. If the Agency needs further information for clarification, it will contact the applicant.

What shall I include in the Annex "detailed description of the project"?

You should attach to the eForm as an Annex all the artistic material you have at your disposal to enable a proper assessment of your project. This includes in particular the latest version of a script if available, a treatment of at least 10 pages, and if available synopsis or episode outline, a director's note, visual elements, etc. The amount and extent of information to provide at this stage depends on the genre of your project and the stage of development you are at.

What shall I include in the Annex of the application form "Supporting documents of co-production and financing"?

Any other documents relevant to the assessment of the award criteria and especially regarding co-production and financing should be included in this Annex of the eForm (such as proofs of co-financing, co-production, etc.).

May I include links to further artwork or even teasers/trailers in my project description?

Yes, please include the links in both the application form and the descriptive artistic material and do not forget to provide the password if there is any (with a validity of over 3 months). However, only links to material such as high resolution images or audiovisual presentation material (showreels, trailers etc...) can be accepted. In no event can the applicant provide its whole application or the annexes requested in a link.

Do we need to upload the VAT certificate and legal entity form, etc. to the Participant Portal before submission or will they be requested in a similar way as the other evidence documents?

As it does not block the application, the VAT certificate, etc. can be uploaded to the Participant Portal after the application deadline. However, we recommend that you upload these documents as soon as possible to avoid any delays in the application process.

Is it possible to modify company details in the participant database after the deadline?

Yes, this is possible. Please note that any changes in the portal must be done by the LEAR. Please ensure that this person is available during the selection process or has a back-up.

What is "the value of the library" mentioned in the Miscellaneous section of Part F Budget of the eForm?

"Value of the library" is literally a line in the Annual Accounts of a company, but it might vary according to the accounting system of the country in question. It is however an estimation of the total value of the works produced by the applicant company.

I have tested the connection and have provided all information and uploaded all documents to my application, yet I cannot send my application, I receive a warning message "submission error" due to (...) "technical problem, submission process has

failed (...).

This type of message often appears when your security settings do not enable the sending of the eForm. You have first to check your settings and disable them by following the instructions described in the first pages of the “proposal submission user guide” (“Guide for applicant”, available under the section “How to apply” on the website page:

https://eacea.ec.europa.eu/creative-europe/funding/support-for-development-single-project-2018_en

If you need technical assistance, please contact the helpdesk BEFORE the deadline by mailing to eacea-helpdesk@ec.europa.eu. Make sure that you attach your eForm to your mail.

Please read the last pages of the user guide quoted above.

Please make sure to send your application well before the deadline to avoid such misadventures. Only once the application has been sent and received by our servers will it be deemed as submitted. Failed submission attempts, whatever may be the reason, will not be accepted.

I have not received an acknowledgment of receipt for my application, what shall I do?

First check that you have provided a correct e-mail in the eForm. If this was not the case, notify eacea-media-development@ec.europa.eu quoting the reference number of the application, the name of the company applying and the genre of your project (animation, creative documentaries or fiction).

If the e-mail provided in the eForm was correct, then **immediately** send a message to eacea-media-development@ec.europa.eu **before the deadline**, together with your full application form in attachment.

If you have furthermore received a submission error message, please follow the steps described in the point above, as this means that your application was never sent correctly.

4. BUDGET AND FINANCING

Could you please explain the lump sum funding forms?

A lump sum means that the EU grant requested is calculated on the basis of the genre of the project and not as a percentage of the total costs of the project which is the case with budget-based funding.

In the project proposal, applicants have to present a detailed budget coherent with the project activities, and this aspect will be assessed by the experts. However, at final report stage, a detailed budget of actual expenditures will not be requested. Beneficiaries will be asked to provide the final (or estimated) total development costs and final (or estimated) total production costs (including development) and will have to prove that the project has advanced in terms of artistic creative development and financial and marketing research.

Can I request less than the amount indicated in the eForm?

As stated under section 11.2 of the Guidelines, the support is granted through lump sums only. The amount of the grant cannot be modified in the eForm. A grant calculator (60.000 € max for animation for example) shows the amount of the grant that may be requested. When an applicant selects the genre and indicates the total production budget, the amount is updated automatically.

The EU funding indicated in the eForm is incorrect. What should I do?

Please check that you have chosen the correct sub-action when you downloaded the eForm, i.e. animation, documentary or fiction. This is visible on the front page of the application form.

A company applying for a theatrical fiction project is also keen to develop an online platform which will expand the world of their character and hopefully assist with the marketing of the project. Would the design and plan of this platform be considered as eligible cost?

Yes, they are considered as marketing actions and costs and are therefore eligible.