

22 December 2021

SCREEN CANTERBURY NZ PRODUCTION GRANT

FUND OVERVIEW

Introduction

ChristchurchNZ is Ōtautahi's sustainable economic development agency. Our purpose is to stimulate sustainable economic growth for a more prosperous Christchurch. We work to a mission of igniting bold ambition for our city. Screen CanterburyNZ is the regional screen office within ChristchurchNZ and a key part of our economic development and City profile work.

In July 2021 ChristchurchNZ announced that a \$1.5m fund, to be allocated over three years, had been established to provide incentives to Screen Productions to locate themselves in the Canterbury Region.

This fund is a key output of the industry-led Canterbury Screen Action Plan. The criteria for granting the incentive were developed by expert third parties in consultation with a wide range of industry stakeholders. The incentive fund first year design is a pilot, and the criteria may be amended in the future. Applications to the fund will be welcomed for Scripted and Factual content (including content intended for Film, TV, Video OnDemand, and most genres including Children's and Animation). It is not currently available for Screen Games, training programmes, productions of public events, news programmes, advertising or commercials, Web, or I.T. development. Content deemed objectionable or pornographic will not be considered.

For projects with total budgets over \$5 Million dollars and a substantive spend in the Canterbury Region the Screen CanterburyNZ Regional Grant may choose to allocate up to \$200,000

For projects with total budgets over \$500,000 up to \$5 Million dollars and a substantive spend in the Canterbury Region the Screen CanterburyNZ Production Grant may choose to allocate up to \$100,000

For projects with substantive Canterbury based intellectual property with budgets below \$500,000 and already supported with other funding sources (e.g. private, national funding bodies/organisations such as NZ On Air, NZFC, Te Māngai Pāho or the NZ Writers' Guild) Screen CanterburyNZ will consider applications at its discretion.

Applying for Funding

Before you apply for a Screen CanterburyNZ Production Grant from ChristchurchNZ, please make sure you:

- read this guide carefully to ensure you fully understand the eligibility requirements, assessment criteria and any reporting requirements
- prepare any required information including: the likely budget for the Canterbury-based portion of your production; your financing plan; and a summary of your project.
- provide all requested supporting information

- before you submit your application, please ensure you review the funding checklist and have all your documents attached.

We also recommend you speak to the Screen CanterburyNZ Manager before you apply for funding.

Applications will be accepted during multiple funding rounds throughout the year. Provided all relevant application material has been received, Screen CanterburyNZ will endeavour to make funding decisions within 8 weeks from receipt of application.

When you submit your application, you will receive a confirmation email. If you do not receive this, please go back and check your information or make contact with the Screen CanterburyNZ Manager.

There is a limited pool of funding available, ChristchurchNZ Management reserves the right to close this fund at any time and to decline any application at their sole discretion.

Process

An independent advisory panel will review all applications received. The panel will include producers, screen industry guild committee members, mana whenua and a General Manager of ChristchurchNZ. Conflicts of interest will be managed via strict governance procedures. The funding decision will NOT be made by Screen CanterburyNZ Manager or other Screen Staff at ChristchurchNZ. The applications and associated assessments and recommendations from the advisory panel will then be submitted for consideration and decision making by ChristchurchNZ Management.

The selection panel will be convened by Screen CanterburyNZ and will assess applications on the basis of:

- The number of Canterbury residents who will be employed and number of local businesses engaged by the production (for factual content we would expect at least 5, for scripted content at least 15)
- Number of new jobs created
- Number of planned shoot days in the Canterbury region (we would expect at least 11)
- The expected Canterbury spend of the production (this may be audited)
- The use of Canterbury screen infrastructure
- That cultural elements of the production are appropriate
- Any Canterbury I.P. associated with the production
- Any associated up-skilling of Canterbury screen workers (including planned internships, workshops etc)
- Any special factors (expected tourism outcomes, or projects are telling a strongly Canterbury-based story)
- Plans to also shoot in the South Island but outside of Canterbury
- The production is 'production ready' and has a finance plan in place.
- Support of Canterbury residents for the project

Application

You will be required to upload a proposal, in pdf format, as part of your online application. This pdf should be a maximum of 10 pages and contain;

- **A one-sentence synopsis**

- **A one-page project outline**
- **Description of the benefits to Canterbury of this project** – including likely number of Canterbury shoot days, likely number of Canterbury based crew, new jobs created, number businesses engaged, number of trainees, etc. Please see Fund Application form for more details.
- **Finance plan** –including brief summary of planned distribution
- **Production plan/schedule**
- **If NZ cultural elements are included** - please describe all consultation or cultural safety work undertaken for this project.
- **Key personnel** – please list the key personnel on the project. Include one paragraph per person and a link to their bio, if available. Please highlight all Canterbury based personnel likely to work on this project.

In addition to the Proposal, your application should include;

- **Canterbury Spend Budget** (if possible, please also include a copy of your complete budget)
- Completed Screen Grant Application Form, [found here](#).

Reserved Rights and Terms and Conditions

The Screen CanterburyNZ Production Grant Letters of Offer for projects with 100% commercial funding (i.e. no NZ government direct funding), will expire in 2 months, unless otherwise agreed. The offer will be conditional and subject to Screen CanterburyNZ reviewing financing script materials (or treatment materials in the case of a documentary).

Letters of Offer for projects also seeking funding from NZ On Air, NZFC or, Te Māngai Pāho will expire 2 weeks after the next board meeting of the relevant funding body, but the expiry will automatically be extended for three months if they received funding from the relevant body. Applicants are welcome to apply for this regional grant as well as other central government funding, such as NZOA, TMP and NZFC, though it's up to the applicant to ensure that all national funding criteria is met.

No funding will be made available until the first day of Canterbury-based shoot. Funding will be released in instalments based on attainment of agreed milestones. At least 5% of funding will be held back until receipt of final report from the production which summarises the experience of the Canterbury production/post-production after the project has finally wrapped from Canterbury.

Expiry: Screen CanterburyNZ reserves the right to withdraw any Letter of Offer should the Producer's application to any NZ National funding body be declined, or if the project is not fully financed within three months of the issuing of the letter of offer, or if the project has not begun production in Canterbury within 6 months of the issuing of the letter of offer.

The Screen CanterburyNZ contracted funding terms will include:

- 1 *Payment: No funding will be made available until the first day of Canterbury-based shoot. Funding will be released in instalments based on attainment of agreed milestones. At least 5% of funding will be held back until receipt of final report from the production which summarises the experience of the Canterbury production/post-production after the production has finally wrapped from Canterbury.*

- 2 *Recoupment:* The investment is offered as a non-recoupable regional grant, provided that the funding terms are met.
- 3 *Credits:* Screen CanterburyNZ will be entitled to the following onscreen credits:
 - (a) “Made with the support of the Screen CanterburyNZ Production Grant”
 - (b) Screen CanterburyNZ logo (we request that this be visible on any publicity materials)
- 4 *Long Form:* a long form funding agreement will be entered into which reflects the terms set out in this letter and such other terms as the parties shall agree.
- 5 Minimum 10 Production stills (at least 5 to be behind the scenes shots) to be made available for Screen CanterburyNZ use; Access to 2 key crew for brief interview regarding production in Christchurch; 10 tickets to any public premiere event; and keeping Screen CanterburyNZ informed of any changes to the release plan.

The following standard terms and conditions apply to all proposals and the application process include, but are not limited to:

- a. the applicant must bear all of their own costs in preparing and submitting their proposal
- b. the applicant represents and warrants that all information provided to ChristchurchNZ is complete and accurate
- c. ChristchurchNZ may rely upon all statements made in the applicant’s proposal
- d. ChristchurchNZ may amend, suspend, cancel and/or re-issue the application process at any time
- e. ChristchurchNZ may change the application process (including dates), but will give affected applicants a reasonable time to respond to any change
- f. ChristchurchNZ may accept late proposals/applications
- g. ChristchurchNZ may seek clarification of any proposal
- h. ChristchurchNZ retains the right to decline or approve any application at their sole discretion.
- i. if none of the proposals are acceptable to ChristchurchNZ, ChristchurchNZ may enter into negotiations with one or more of the applicants (if any).
- j. ChristchurchNZ and the applicant both agree to take reasonable steps to protect the other’s confidential information
- k. ChristchurchNZ’s obligation to protect the applicant’s confidential information is subject to any legal requirements
- l. there is no binding legal relationship between ChristchurchNZ and any applicant, and any proposal is only accepted if both parties sign a funding contract
- m. The Screen CanterburyNZ Production Grant request for proposals/applications comprises this document, and any subsequent information ChristchurchNZ provides to applicants
- n. the laws of New Zealand shall govern the application process
- o. in submitting a proposal the applicant is deemed to have read, understood and agree to be bound by these terms and conditions.