

GENERAL INFORMATION

The Canada-Italy Codevelopment Incentive is a collaboration between the Canada Media Fund (CMF) and the Directorate General Cinema of the Italian Ministry of Cultural Heritage, Activities and Tourism ("DGC") to fund the codevelopment of eligible one-off documentary projects between producers from Canada and Italy. Applicants should be familiar with the 2016-2017 Canada-Italy Codevelopment Incentive Guidelines prior to completing this application form.

CLOSING DEADLINE FOR APPLICATIONS: JANUARY 24, 2017

Projects will be assessed by a selection committee composed of CMF and DGC representatives.

***Each co-producer will be responsible to submit the complete application to the authority (CMF or DGC) of its own country.*

*The same set of documents must be submitted by each co-producer and the application form must be signed by all co-producers.***

DELIVERY PROCESS FOR APPLICATIONS:

Applications should be submitted by email or digital delivery by the Italian producer to the DGC contact at: fsic@beniculturali.it

AND

Applications, including this form, must be submitted by the Canadian producer using eTelefilm: <http://www.telefilm.ca/fr/extranet>.

1. Project Information

Title of Project ("Project"): _____

Previous TV Title (if any): _____

ISAN (if available): _____

Title of Digital Media Component, as applicable ("Digital Media Component"): _____

Previous DM Title (if any): _____

CMF CONVERGENT CRITERIA FOR ELIGIBLE PROJECTS

Please confirm which of the following Television Criteria applies to your project and which Convergent Criteria will be met, as set out in Section 3.2 of the Development Guidelines.

Television Criteria (Please list all that are applicable)

The Project will be made available by:

- A. One or more CRTC-licensed traditional, scheduled **broadcasters**
- B. One or more CRTC-licensed **video-on-demand (VOD) services** (if you choose 'B', you cannot also choose 'D')

Convergent Criteria (Please select one)

- C. **Value-Added Digital Media Component with costs below \$10,000** included in the television budget (item 3.85)
- D. The Project will be made available to Canadians by one or more CRTC-licensed **video-on-demand** services (if you chose 'B', this option is not available)
- E. The Project will be made available to Canadians by a Canadian entity via **non-simulcast digital distribution**

DGC CRITERIA FOR ELIGIBLE PROJECTS

Please confirm which of the following Laws apply to your project:

Italian nationality for cinema projects

- A. Legge Cinema (Legislative Decree of January, 22, 2004, n. 28)
- B. Tax credit for producers (art. 1, clause 327, Law 244/2007 and Decree 7.5.2009 "tax credit produttori")
- C. Tax credit for outside investors (art. 1, clause 325, Law 244/2007 e Decree 21.1.2010 "tax credit investitori esterni e distributori")

Italian nationality for audiovisual projects

- D. Tax credit for audiovisual projects (art. 8, clause 2, o Legislative Decree n. 91 "Disposizioni urgenti per la tutela, la valorizzazione e il rilancio dei beni e delle attività culturali e del turismo", converted, with modifications, in the Law of October, 7 2013, n.112)

1. Project Information (continued)

CMF DEVELOPMENT APPLICATION PROGRAM(S)

Are you applying to other CMF Development Program(s)?

No Yes

French Development Envelope

English Development Envelope

Quebec French Regional Development

Aboriginal Program

Francophone Minority Program

DGC DEVELOPMENT PROGRAM(S)

Are you applying to other DGC Development Program(s)?

No Yes

Development projects based on original screenplays

Italian-French Codevelopment Fund

Italian-German Codevelopment Fund

Other Development Funds (i.e. regional development funds, Creative Europe)

Specify: _____

BROADCAST LENGTH OF THE DOCUMENTARY

60 min.

90 min.

120 min.

Other* (specify): _____

* must be at least 31 min.

TYPE

Live Action

Animation

Both Live Action and Animation

% Live Action: _____ % Animation: _____

ORIGINAL LINGUISTIC MARKET

English

French

Italian

If the Project is based on an original work:

Title Of Original Work

Author

Citizenship

Creative materials to be completed and delivered for this phase of development (e.g. Bible, Treatment, Draft Script etc.)

Please note: This information must accord with the broadcaster development letter.

Synopsis (concise summary of the content, 150 words or less):

2. Applicant Information - Canada

CANADIAN APPLICANT

Legal name of Applicant: _____

("Canadian Applicant")

☐ On behalf of a company to be incorporated

Applicant is:

For-profit Production Company

Broadcaster-affiliated Production Company

Address: _____ City: _____ Province: _____

Postal Code: _____ Phone: _____ Email: _____

Website: _____

Legal name of Parent Company(ies)

(as applicable): _____

Address: _____ City: _____ Province: _____

Postal Code: _____ Phone: _____ Website: _____

Legal name of Ultimate Parent Company(ies)

(as applicable): _____

Address: _____ City: _____ Province: _____

Postal Code: _____ Phone: _____ Website: _____

CANADIAN CO-APPLICANT, IF APPLICABLE

Legal name of Co-Applicant: _____

("Canadian Co-Applicant")

☐ On behalf of a company to be incorporated

Co-Applicant is:

For-profit Production Company

Broadcaster-affiliated Production Company

Address: _____ City: _____ Province: _____

Postal Code: _____ Phone: _____ Email: _____

Website: _____

Legal name of Parent Company(ies)

(as applicable): _____

Address: _____ City: _____ Province: _____

Postal Code: _____ Phone: _____ Website: _____

Legal name of Ultimate

Parent Company(ies) (as applicable): _____

Address: _____ City: _____ Province: _____

Postal Code: _____ Phone: _____ Website: _____

2. Applicant Information - Italy

ITALIAN APPLICANT

Legal name of Applicant: _____

("Italian Applicant")

Company enrolled in the Film Companies Register kept by DGC of MIBACT: n. _____

Address: _____ City: _____ Province: _____

Postal Code: _____ Phone: _____ Email: _____

Website: _____

Legal name of Parent Company(ies)

(as applicable): _____

Address: _____ City: _____ Province: _____

Postal Code: _____ Phone: _____ Website: _____

Legal name of Ultimate Parent Company(ies)

(as applicable): _____

Address: _____ City: _____ Province: _____

Postal Code: _____ Phone: _____ Website: _____

ITALIAN CO-APPLICANT, IF APPLICABLE

Legal name of Co-Applicant: _____

("Italian Co-Applicant")

Company enrolled in the Film Companies Register kept by DGC of MIBACT: n. _____

Address: _____ City: _____ Province: _____

Postal Code: _____ Phone: _____ Email: _____

Website: _____

Legal name of Parent Company(ies)

(as applicable): _____

Address: _____ City: _____ Province: _____

Postal Code: _____ Phone: _____ Website: _____

Legal name of Ultimate

Parent Company(ies) (as applicable): _____

Address: _____ City: _____ Province: _____

Postal Code: _____ Phone: _____ Website: _____

3. Key Creative Personnel

KEY CONTACT INFORMATION

Name

Email

Telephone

Producer Contact: _____
 Contact for all CMF/DGC correspondence: _____
 Publicity Contact: _____

Position

Name

Citizenship

Producer(s)* _____
 Executive Producer(s) _____
 Co-Producer(s) _____
 Scriptwriter(s)* _____
 Script Editor _____
 Researcher _____
 Story Consultant _____
 Director(s) _____
 Editor(s) _____
 Composer(s) _____
 Director(s) of Photography _____

*These fields are mandatory

4. Budget Information

Budget Date (yyyy-mm-dd): _____

\$ CDN

€ EUR

Canadian Budget:

Italian Budget:

Total Development Budget:

(Budget must equal financing)

Total Projected Production Budget:

Exchange rate used:

CANADA-ITALY CODEVELOPMENT SPLIT

Percentage from Canada: ____%

Percentage from Italy: ____%

5. Financing Plan Information

FINANCING

FINANCING OF THE CANADIAN FINANCIAL STRUCTURE

Name of the participants	Amount		%	Requested	Confirmed
	\$ CDN	€ EUR			
Canada - Codevelopment Incentive	_____	_____	_____		
CMF English Development Envelope	_____	_____	_____		
CMF French Development Envelope	_____	_____	_____		
CMF Quebec French Regional Development	_____	_____	_____		
CMF Francophone Minority Program	_____	_____	_____		
CMF Aboriginal Program	_____	_____	_____		
Canadian Broadcaster: _____	_____	_____	_____		
Canadian Broadcaster: _____	_____	_____	_____		
<i>Specify Legal Name of Company or Organization:</i>					
Producer Investment and/or Deferrals: _____	_____	_____	_____		
Other: _____	_____	_____	_____		
Other: _____	_____	_____	_____		
Other: _____	_____	_____	_____		
TOTAL OF THE CANADIAN FINANCING:	_____	_____			

FINANCING OF THE ITALIAN FINANCIAL STRUCTURE

Name of the participants	Amount		%	Requested	Confirmed
	\$ CDN	€ EUR			
Italy - Codevelopment Incentive	_____	_____	_____		
Development projects based on original screenplays	_____	_____	_____		
Italian-French Codevelopment Fund	_____	_____	_____		
Italian-German Codevelopment Fund	_____	_____	_____		
Other Development Funds (i.e. Regional Development Funds, Creative Europe)	_____	_____	_____		
Other: _____	_____	_____	_____		
Other: _____	_____	_____	_____		
Other: _____	_____	_____	_____		
TOTAL OF THE ITALIAN FINANCING:	_____	_____			

6. Schedule

DEVELOPMENT

Projected Start Date: _____
(yyyy-mm-dd)

Projected Completion Date: _____
(yyyy-mm-dd)

PRODUCTION

Principal Photography Start Date: _____
(yyyy-mm-dd)

Projected Shooting Location: _____
(City, Country)

Language of Shooting: _____

7. Document Checklist

PLEASE NOTE the following language specifications for the Document Checklist items.

- A) Items: # 2-4, 7, 9 and 15 must be submitted in BOTH 1) Italian AND 2) English OR French.
- B) Items applicable only for Canadian Applicants: # 8, 20 and 21 must be submitted in English OR French.
- C) All other items must be submitted in the language of the majority co-producer (i.e. in Italian OR in English or French) and short-form translations in the language of the minority co-producer are also required to be submitted with the original documents.

Enclosed

1. **Project Development Application Form.** Completed and signed.

CREATIVE INFORMATION

2. **Project Synopsis or Summary.** Detailing the themes, subject matter and setting of the storyline (5 pages maximum).
3. **Creative Material and Treatment** (20 pages maximum).
4. **Producer's and Writer's notes** (mandatory), **and Director's notes** (as applicable).

BROADCASTER INFORMATION

5. **Copy of development letter(s)** from a Canadian broadcaster(s) confirming financial participation.

FINANCING INFORMATION

6. **All Canadian and Italian financing agreements** from other committed sources evidencing the terms, conditions and value of the financial contributions with the status of each request. (Fully executed deal memos and short-form agreements are acceptable at this stage.)

DEVELOPMENT BUDGET INFORMATION

7. **Multi-column budget** showing each country's participation in a separate column and a consolidated total column (form on CMF & DGC websites). Important: The budget must be provided in BOTH Canadian dollars and Euros so please be sure to complete both the Canadian and the Euro worksheet tabs in the budget template.
8. **Related Party Transactions Form** (only applicable for Canadian Applicants).

UNDERLYING RIGHTS INFORMATION *Clean and complete chain of title for the Project including:*

9. **Written summary of the Project's complete development history** (conception to application).
10. **All Rights Documentation**, including but not limited to: transfer of rights agreements, writer's and director's agreements, option/purchase agreements, publisher's releases, quit claims, assignment consents and all other agreements or documents demonstrating that the Project Applicant(s) holds the requisite rights to the concept and underlying creative material necessary to develop, produce, distribute and exploit the Project for at least 24 months. Please note that if there is a legal opinion that exists regarding the chain of title which confirms, to the satisfaction of the CMF and the DGC, that the Applicant owns all the rights for the development, production and exploitation of the Project then the legal opinion may be submitted in place of these separate documents.
11. **Publisher's release** (as applicable).
12. **Writer's agreement** including any amendments and the payment schedule. (Deal memos are acceptable at this stage.)
13. **Codevelopment agreement(s) or deal memo.**
14. **Co-production and/or joint venture agreement(s)**, if applicable.

KEY CREATIVE PERSONNEL

15. **C.V.** for all Producers(s), Writer(s), and Director(s) with complete histories of work, education, certifications, awards and nominations to date.
16. **A list of films produced by the Italian Applicant.**
17. **A list of films produced by the Canadian Applicant.**

7. Document Checklist (continued)

APPLICANT INFORMATION

CORPORATE INFORMATION required for all Canadian and Italian applicants

*(For Canadian Applicants: if the corporate information remains unchanged since the last application, please select the **On File** check box.)*

*(For Italian Applicants : if the corporate information remains unchanged since enrollment in the Companies Register, please select the **On File** check box.)*

On
File Encl.

18. **Complete incorporation documents** (Articles of Incorporation and By-laws) for all Project Applicants, Project Co-Applicants and Parent Companies, as applicable.
19. **Corporate profile** (including company mandate) for all Project Applicants, Project Co-Applicants and Parent Companies, as applicable.
20. **Shareholder's or partner's agreement** *(if applicable, only for Canadian Applicants)* .
21. **Signed and dated list of directors and shareholders form** (form available) including nationality and ownership share for all Project Applicants, Project Co-Applicants and Parent companies, as applicable.
(only applicable for Canadian Applicants).
22. **Corporate secretary's certificate** naming the officers and indicating their signing authority.
23. **Corporate financial statements**

For Canadian Applicants: for the past three years must be provided for all Project Applicants, Project Co-Applicants and Parent Companies. Notwithstanding the below requirements, the CMF reserves its rights to request from the Project Applicant(s), at any time and at the CMF's absolute discretion, consolidated and audited annual financial statements.

- **Consolidated and audited annual financial statements**, if consolidated annual gross revenue of the Project Applicant and its Related Parties is equal to or greater than \$10 million; **OR**
- **Consolidated annual financial statements**, together with a review engagement report if consolidated annual gross revenue of Project Applicant and its Related Parties is equal to or greater than \$5 million but less than \$10 million; **OR**
- **Non-consolidated annual financial statements**, together with a notice to readers if consolidated annual gross revenue of the Project Applicant and its Related Parties is less than \$5 million.

For Italian Applicants: A self-declaration may be submitted instead of financial statements.

DIGITAL MEDIA CHECKLIST

If the project budget includes development costs for the digital media component (item 3.85), please submit the following documents in addition to those required for the Project:

Items must be submitted in the language of the majority co-producer (i.e. in Italian OR in English or French) and short-form translations in the language of the minority co-producer are also required to be submitted with the original documents.

1. **Digital Media Component Synopsis.** Summary of the project, including detailing the themes and subject matter.
2. **Viewer/User Experience Description.** Complete description of the Digital Media Component explaining how the concept and content is associated with the content of the Project.
3. **Describe the Digital Media Component concept and outline the deliverables.**
4. **Chain of title documents relating to the transfer of the digital media rights, if applicable.**

8. Applicant Declaration

The undersigned authorized representatives of the Canadian and the Italian Applicants (and Co-Applicants, if applicable) hereby:

- acknowledge that Telefilm Canada acts as the file administrator for the CMF's programs and that Telefilm Canada is subject to the Access to Information Act, and accordingly, any authorization granted to the CMF herein shall also be granted to Telefilm Canada as CMF's authorized administrator;
- authorize the CMF (including Telefilm Canada) and DGC to discuss and disclose any and all information and documentation which relates in any way to the funding application, the Project, any previously completed Project, the agreement to be executed with the CMF or DGC (as applicable), the Canadian Applicant and the Italian Applicant (and Co-Applicants, if applicable) and any company which is related (as defined in accordance with the CMF's Accounting and Reporting Requirements, as amended, supplemented or replaced from time to time) to the Canadian Applicant and the Italian Applicant (and Co-Applicants, if applicable) with one another and with every entity connected (in the CMF's and DGC's opinion) with the funding application, the Project, any previously completed Project, the Canadian Applicant and the Italian Applicant (and Co-Applicants, if applicable) and any company which is related (as defined in accordance with the CMF's Accounting and Reporting Requirements, as amended, supplemented or replaced from time to time) including, but not limited to the broadcaster(s), auditor(s), legal counsel, actual or proposed financier(s) and interim financier(s), CAVCO, CRTC, the Department of Canadian Heritage and other governmental entities (collectively, the "Entities"). The Canadian Applicant and the Italian Applicant (and Co-Applicants, if applicable) further authorize the Entities to discuss and disclose to the CMF and DGC any information related to the foregoing;
- authorize the CMF and DGC to include in press releases and also to disclose on their websites any and all information pertaining to the application and/or the Project;
- agree to notify the CMF and DGC immediately if and when any changes occur to any of the submitted documents or information and shall provide written details of same;
- authorize the CMF and DGC or their authorized representative(s) to perform audits of the Project;
- agree that neither Telefilm Canada nor the CMF nor DGC will act as a depository or be responsible in any way for the holding or return of any material submitted at any time in connection with the application or the Project and such material may be destroyed at any time;
- declare that the Canadian Applicant and the Italian Applicant (and Co-Applicants, if applicable) have not entered into any oral or written agreement or side deal that conflicts with any of the provisions of this application form, the Canada-Italy Codevelopment Incentive for Documentary Projects Guidelines and applicable CMF Business Policies, DGC institutional mission and applicable Italian laws;
- declare that the information provided herein and in any attached documentation is accurate and complete, and that the Project complies and will continue to comply with the Canada-Italy Codevelopment Incentive for Documentary Projects Guidelines and applicable CMF Business Policies, DGC institutional mission and applicable Italian laws;
- have made and shall make without delay full disclosure to the CMF and DGC of any dispute, and actual or potential litigation in connection with the Project;
- agree that the Project is intended to be a Canada-Italy Treaty Coproduction;
- declare that all persons specified as being Canadian and Italian in the application and all accompanying documentation, are Canadians and Italians. All persons specified as being Canadian and their accompanying documentation shall be in accordance with the Investment Canada Act, the Immigration and Refugee Protection Act or the Citizenship Act;
- acknowledge that for the Italian side, the financial support assigned is subject to Regulation no. 1998/2006 of the European Commission of December 15th 2006, in compliance with articles 87 and 88 of the European Treaty concerning *de minimis* constraints. By reason of this regulation, the same beneficiary cannot receive more than EUR 200.000 during 3 consecutive fiscal years. Italian applicants declare that the amount of *de minimis* aids received to date during the current fiscal year and the previous two fiscal years shall not exceed the sum of 200.000 Euros;
- acknowledge that the CMF and DGC have full discretion in administering their programs and in the application of their guidelines to ensure that their funding is provided to those Projects that meet their mandates. The Canadian Applicant and Italian Applicant (and Co-Applicants, if applicable) further acknowledge that in all questions of interpretation of the Canada-Italy Codevelopment Incentive for Documentary Projects Guidelines or of the mandate and the objectives of the CMF and DGC, the CMF's and DGC's interpretations shall prevail; and
- declare that all personal information, as defined by the Privacy Act, submitted to the CMF herein and at any time in the future is provided with the consent and knowledge of the Canadian Applicant(s) and the individuals concerned.

The undersigned hereby solemnly declare and warrant that the information and documents submitted for this application are accurate, true and complete, and makes this solemn declaration knowing that it is of the same force and effect as if made under oath. This document must be signed by the Canadian and Italian Applicants and all Co-Applicant(s).

8. Applicant Declaration (continued)

CANADIAN APPLICANT

Signature: _____
I am duly authorized

Name: _____
(please print)

Title: _____

Date: _____
(yyyy-mm-dd)

Signature: _____
I am duly authorized

Name: _____
(please print)

Title: _____

Date: _____
(yyyy-mm-dd)

CANADIAN CO-APPLICANT (IF APPLICABLE)

Signature: _____
I am duly authorized

Name: _____
(please print)

Title: _____

Date: _____
(yyyy-mm-dd)

Signature: _____
I am duly authorized

Name: _____
(please print)

Title: _____

Date: _____
(yyyy-mm-dd)

ITALIAN APPLICANT

Signature: _____
I am duly authorized

Name: _____
(please print)

Title: _____

Date: _____
(yyyy-mm-dd)

Signature: _____
I am duly authorized

Name: _____
(please print)

Title: _____

Date: _____
(yyyy-mm-dd)

ITALIAN CO-APPLICANT (IF APPLICABLE)

Signature: _____
I am duly authorized

Name: _____
(please print)

Title: _____

Date: _____
(yyyy-mm-dd)

Signature: _____
I am duly authorized

Name: _____
(please print)

Title: _____

Date: _____
(yyyy-mm-dd)