

NORTHWEST TERRITORIES FILM INDUSTRY FUNDING CONTRIBUTIONS FREQUENTLY ASKED QUESTIONS (FAQ)

What is the purpose of the Northwest Territories (NWT) film funding contributions?

The purpose of the film funding contributions is to support film and media arts production professionals in developing viable careers and businesses making media products for broadcast or commercial release.

Who is eligible to apply for funding?

NWT residents or businesses engaged in film and media arts production are eligible for assistance. Applicants should demonstrate proficiency in the film and media arts sector.

How can I demonstrate proficiency in the film and media arts sector?

A resume detailing education and/or professional experience and accomplishments (credits) in the film industry is the best way to demonstrate proficiency.

Demonstrated proficiency could include one or more of the following:

- Completion of a degree or certificate from a recognized film and media arts program at least two years in length;
- Completing a production that won an award, or placed highly, in a competition designed to solicit non-professional entries;
- A credited role (director, producer, etc.) in a production that has been professionally released;
- Documented experience working in the in the film, television and media arts industry; or
- A registered *Full Member* of the NWT Professional Media Association.

Are non-NWT residents or companies eligible for funding through these programs?

The *Film Sponsorship* category will recognize non-NWT resident companies; however, they must form a partnership with an NWT resident (co-producer). The resulting co-production could then be eligible for funding. The funding application must be submitted by the NWT resident and the applicant must demonstrate that a percentage of production and budget will be spent on goods and services in the NWT. Please note that only one application under this category can be submitted per production.

What types of productions are/not eligible to receive funding?

Eligible:

- short/feature length films, including animation, documentary or docudrama intended for commercial broadcast/release.
- television programming intended for commercial broadcast/release.

Not Eligible:

- news, current events or public affairs programming;
- talk shows;
- sports events or activities;
- gala presentations or award shows;
- projects that solicit funds;
- pornography;
- advertising and commercials;

How often can an individual apply?

The film funding contributions abide by the Support to Entrepreneur and Economic Development (SEED) program policy which states that an individual cannot exceed \$30K in a fiscal year.

How often can a production access funding through the program?

Eligible productions can access each category only once. Multi-season productions may be eligible to apply each year.

Which costs are not covered under this funding?

Work that is contracted or purchased by a third party is not eligible for funding. In other words, if a party such as a government department, business or an association is paying you to produce a film for them you are not eligible to received funding.

Other costs that are not covered under this funding include:

- Costs incurred prior to receiving an official approval under this program;
- An applicant's internal costs not directly related to the project.
(For example, an applicant's normal, ongoing overhead costs such as office rent or monthly bank fees would not be considered eligible);
- Non-arm's length transactions including payments made to you and/or your business partners, including immediate family members or related businesses.

What documents should I include in my funding application?

In order to be considered for funding, applicants must submit the following:

- A completed SEED application that includes financial structure that shows how you will finance the project in question by identifying all sources of funding and/or revenue.
- Project outline that includes timeline and a list of personnel and their roles.
- Professional resume;
- Budget - should include all costs for the activities in question. Note that GST is not an eligible expense. In kind assets contributed by the applicant, including labour, are recognized as a legitimate component of the project but are not eligible for financial assistance;
- Cost quotes – for activities in question;
- Letter of agreement or conditional approval from broadcaster/recognized industry organization such as Telefilm, NorthwesTel Cable or Canada Media Fund;
- A script or demo reel (if applicable).

**Please contact your local Industry, Tourism and Investment office for assistance in assembling your funding application.*

Am I expected to contribute anything finally towards my application?

This is a contribution program; therefore, it is required that the applicant make an equity contribution of 20% - 30% towards eligible expenses and the department of Industry, Tourism and Investment (ITI) will contribute the remainder. Sweat equity may be considered.

Equity requirements are based on residency (as per Equity Requirements section of the SEED Policy):

- 30 % in Level 1 Communities (Fort Smith, Hay River, Inuvik and Yellowknife)
- 20 % in Level 2 Communities (include all Communities other than those listed in Level 1)

Example: If the applicant is submitting an application for costs that add up to \$5000, the applicant will be required to cover \$1500 (30%) and ITI will cover \$3500 (70%) of eligible expenses.

Where do I apply?

Application forms can be at www.nwtfilm.com/funding

Contact your local Industry, Tourism and Investment Regional Office to speak to an Economic Development Officer who will assist you with your application:

South Slave Region

Tel (867) 872-8046

North Slave Region

Tel (867) 767-9212

Inuvik Region

Tel (867) 777-7196

Sahtu Region

Tel (867) 587-7171

Dehcho

Tel (867) 695-7500

NWT Film Commission

Tel 1-844-NWT-FILM

When can I expect a reply to my application?

Typically, a completed application package should be reviewed and processed within 10 business days. Please contact the Film Commission office if you have not had a reply within 10 business days.

If I receive funding, how much time do I have to spend the money?

Projects or activities for which funds have been granted must be completed and the money spent by March 31 of the fiscal year.

What are the reporting requirements?

You will have 60 days to submit copies of invoices and receipts to your regional ITI office.

June 2017