



### PRODUCTION FUNDING GUIDELINES 2016

BSÉ/IFB provides production loans to assist with the production of projects through the following schemes:

<b>Scheme</b>	<b>Level of Funding Available</b>	<b>Who is Eligible to Apply</b>	<b>Eligible Projects</b>
Fiction: Irish Production	<p>Up to 65% of the Budget with the following conditions:</p> <p><u>Microbudget</u>: for projects with budgets of €100,000, BSÉ/IFB can fully finance the production</p> <p><u>New Irish Cinema</u>: for projects with budgets of more than €100,000 and not more than €1.5 million, BSÉ/IFB can provide up to 65% of the budget with a maximum of €550,000</p> <p><u>Cinema Plus</u>: for projects with budgets of more than €1.5 million and not more than €4 million, BSÉ/IFB can provide up to 40% of the budget, with a maximum of €650,000</p> <p><u>Major Irish Feature Films</u>: for projects with budgets of more than €4 million, BSÉ/IFB can provide a maximum of €750,000</p>	Teams of Irish Producer(s), Writer(s) and Director(s)	Live Action or Animated Feature Films
Fiction: Creative Co-Production	1.5:1 spend ratio in line with Admissible Irish Expenditure. BSÉ/IFB can provide a maximum of €250,000 per project	Teams of Producer(s), Writer(s) and Director(s) (where the Irish producer is the minority co-producer)	Live Action or Animated Feature Films
Animation TV Production	Up to €200,000	Teams of Irish Producer(s), Writer(s) and Director(s)	Animated TV series
Documentary Production	Up to 65% of the budget with BSÉ/IFB investment unlikely to exceed €115,000 per project.	Teams of Irish Producer(s), Directors(s) and Writer(s)	Cinematic Feature Length Documentaries
Completion	Up to €50,000 for a live action or	Teams of Irish	Live Action or

	<p>animated feature film</p> <p>Up to €15,000 for a documentary film</p>	<p>Producer(s), Writer(s) and Director(s)</p>	<p>Animation Feature Films and Cinematic Feature Length Documentaries</p>
<p>Fiction: International Production **</p> <p><b>** Please note that this scheme is not open for applications in 2016.</b></p>	<p>20:1 spend ratio in line with Admissible Irish Expenditure. BSÉ/IFB investment unlikely to exceed €250,000 per project</p>	<p>Teams of Producer(s), Writer(s) and Director(s) (where the Irish producer is the servicing/ minority co-producer)</p>	<p>Live Action Feature Films or High End TV Drama Series</p>

Applicants should be thoroughly aware of the regulations and limits that govern the amount of funding BSÉ/IFB can provide to a project. These can be found on the [Regulations & Limits](#) section of the website. Applicants should note that in light of the pressure on BSÉ/IFB resources, awards considerably less than the maximum amounts available are more likely to be offered.

### **Production Funding Application Process**

Prior to making an application, it is critical that Applicants familiarise themselves with the following sections of the website:

- **Principles & Criteria**
- **Regulations & Limits**
- **Frequently Asked Questions Section**

Please follow the link to the online application system from the BSÉ/IFB website and follow the instructions. Should you encounter any issues, please consult the FAQ Section. If you wish to make an application for funding by post, please contact 091 561 398 for the relevant application form.

In advance of making an application, it is essential that you make personal contact with a BSÉ/IFB Project Manager to discuss the state of the project and they will advise on its readiness for consideration. Before approaching a Project Manager, initial enquires by email about submitting a project can also be made to BSÉ/IFB's Production & Development Executive, Sarah Dillon.

The following are the deadlines for receipt of production and distribution funding applications in 2015/2016:

1. **Friday 04<sup>th</sup> December 2015**
2. **Friday 19<sup>th</sup> February 2016**
3. **Friday 17<sup>th</sup> June 2016**
4. **Friday 30<sup>th</sup> September 2016**

Decisions will generally be reached within 8 weeks of the submission deadline.

The relevant personnel are:

Fiction Irish Production	Rory Gilmartin, Mary Callery, Keith Potter
Fiction Creative Co-Production	Rory Gilmartin, Mary Callery, Keith Potter
Animation Production	Rory Gilmartin, Mary Callery, Keith Potter
Documentary Production	Rory Gilmartin, Mary Callery, Keith Potter

Completion	Rory Gilmartin, Mary Callery, Keith Potter
Distribution	Emma Scott

### **Production Funding Assessment Process**

A project will be considered for production funding by BSÉ/IFB only if:

- the application is made by a bona fide Irish tax compliant producer with a production company established in the Republic of Ireland or another state of the European Union;
- the production company can show that it makes an ongoing significant contribution to the culture and development of the Film and TV industry in the Republic of Ireland: and
- there is a director committed to making the film.

Applications will be assessed by members of the Project Group utilising BSÉ/IFB Principles & Criteria at a quarterly funding meeting comprising of all members of BSÉ/IFB Production, Development & Distribution team, members of the Legal & Business Affairs team and, on an ad hoc basis, consultants drawn from a small pool of non-BSÉ/IFB professionals retained for their specific skills. A BSÉ/IFB Board Member may also be present. The decisions taken by the Project Group will be expressed as recommendations to the Board of BSÉ/IFB and will then require endorsement by the Board of BSÉ/IFB to give effect and thereafter be communicated to Applicants.

Following a negative decision by the Board, a project may be re-submitted to BSÉ/IFB only if significant, material changes have been made to the package ( i.e. to the screenplay, to key creative elements such as casting, or to the production cost). BSÉ/IFB will only consider a project submitted to a funding programme twice – if an application is unsuccessful following a second submission, it is no longer eligible within that funding programme.

### **Production Funding Options**

If an application is awarded funding by BSE/IFB, applicants may receive one of two offers as follows:

1. A **Provisional Offer of Commitment** (with no amount dictated) of production funding available for a six month period only with no extensions.
2. A **Quantified** award of production funding available for three month period only. A **single** extension of three months may be available only if strong material evidence of the advancement towards contracting is presented.

All offers are subject to the availability of BSÉ/IFB funding. Due to the pressure on BSÉ/IFB funding, the duration and terms of offers are non-negotiable.

### **Production Funding Conditions**

- A. Funding is provided in the form of limited-recourse loans recoverable from a share of revenues from the exploitation of the project and also entitling BSÉ/IFB to a share of net profits.
- B. In making funding available, BSÉ/IFB pays close attention to the previous work of all individuals involved (including producers, co-financiers, sales agents and distributors) taking into account their creative abilities in audio-visual media as well as their professional competence and reliability. BSÉ/IFB production funding is generally provided during production in accordance with an agreed cashflow. Before starting to fund, BSÉ/IFB will need to be satisfied that all other providers of finance to the production are contracted and securely committed, and that the amount of finance available is sufficient to cover the entire budget.
- C. An approved completion bond is a normal requirement by BSÉ/IFB where its funding is to be made available during production. The appointment of a collection agent is also normally required.

- D. BSÉ/IFB funding may only be incurred on Irish costs (see guidelines on Admissible Irish Expenditure below).
- E. BSÉ/IFB contractually requires that all rights relating to a project (especially a Documentary) be cleared worldwide and in perpetuity across all media. This includes rights in all underlying materials, performers, music, archive footage etc.
- F. All projects in receipt of funding must be eligible for E&O insurance and have an allowance for this within the submitted production budget.
- G. BSÉ/IFB will require viable theatrical windows for all projects especially those involving Broadcaster support. In the case of documentaries, BSÉ/IFB requires a twelve month theatrical window from the date of delivery.
- H. Projects supported by BSÉ/IFB Creative Co-production funding must be approved as official co-productions under a bilateral treaty or the European Convention on Cinematographic Co-Production. Where in exceptional cases BSÉ/IFB agrees to waive this requirement, the film must still be structured as a bona fide co-production in which ownership, rights and revenues are shared among the co-producers. BSÉ/IFB will not waive the requirement for official status in respect of co-productions with the UK and as a result BSÉ/IFB cannot become involved in projects which have EIS or SEIS funding as part of their financing.

Any individual found in breach of their contractual obligations to BSÉ/IFB is not in a position to complete the required Declaration of Compliance form when submitting an application. BSÉ/IFB will impose strict sanctions on any individual found in default of a contract which may involve precluding them from making any further funding applications to BSÉ/IFB for a designated period of time and reducing or cancelling any outstanding payments owing on a project.

### **Production Funding Admissible Irish Expenditure Guidelines**

A fundamental principle of BSÉ/IFB funding for production is that the entire amount invested in a project must be spent on Irish personnel, goods and services. Where only part of the production of a project will take place in the Republic of Ireland, producers should be aware that the amount of funding requested from BSÉ/IFB may be limited by the amount of such Irish expenditure to be incurred.

In relation to the amount of investment to be sought from BSÉ/IFB for a project and the amount of Admissible Irish Expenditure to be incurred, **BSÉ/IFB requires a 1:5 to 1 spend ratio on its investment.**

The definition of Irish expenditure governing the level of BSÉ/IFB funding in a project is different from the definition of eligible Irish expenditure under the Section 481 tax incentive provisions. BSÉ/IFB currently regards the following as "Admissible Irish Expenditure" for the purposes of its own investment:

- Fees and salaries paid to Irish persons working in the Republic of Ireland or abroad
- Per diems paid to any persons while working in the Republic of Ireland
- Expenditure on goods and services purchased in the Republic of Ireland

Please note that the following costs are *not eligible* as Admissible Irish Expenditure:

- travel costs of non-Irish persons unless travelling to/from Ireland in order to carry out work in Ireland
- payments for insurances, including completion bond
- payments for rights clearances in respect of music, literary work, archive material, etc.
- financing costs

With regard to development costs, these will be assessed on a case-by-case basis. Payments to Irish persons (e.g. screenwriters) will clearly be admissible; other costs will be assessed taking account of the nationality of the

producer primarily responsible for development and, in some cases, the provenance of development finance.

The above conditions on Admissible Irish Expenditure are applicable to Fiction: Irish Production, Fiction: Creative Co-Production and Animation TV Production. It is likely to apply most frequently to projects structured as minority Irish co-productions and eligible for Fiction: Creative Co-production funding from BSÉ/IFB. They may also be relevant to animation feature films (typically made as multi-country co-productions) and to Fiction: Irish Production projects where little or no shooting takes place in Ireland.

BSÉ/IFB guidelines on Admissible Irish Expenditure are subject to a periodic review.

### **Production Funding Policy on Marketing Materials**

Production budgets for projects submitted for funding must contain line items adequate to cover the production of good quality marketing materials for your film. Only micro budget films with production budgets of €100,000 or less are exempt from this.

Marketing materials to be produced for delivery to sales agents and distributors must include:

- A wide range of approved cast stills, cleared for use in key art (posters, etc) and for other promotional purposes;
- A wide range of production stills;
- Professionally prepared production notes, to include detailed interviews with director, screenwriter, producer, topline cast and key crew;
- An EPK (Electronic Press Kit), to include scenes from the film cleared for promotional use, interviews with topline cast, and behind-the-scenes footage showing production of the film.
- A publicist should be appointed to oversee the production of these items and assure their delivery. The budget allowances for marketing materials and personnel will be subject to BSÉ/IFB approval, and BSÉ/IFB will have the right to approve the appointed publicist, stills photographer and EPK team.
- BSÉ/IFB should be appropriately credited in any press coverage and on advertising/marketing materials including online databases such as IMDB etc.

### **Production, Development & Distribution Team Contacts**

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|------------------|------------------------------------|--|
| • James Hickey   | Chief Executive                    | <a href="mailto:james.hickey@irishfilmboard.ie">james.hickey@irishfilmboard.ie</a>     |
| • Rory Gilmartin | Project Manager                    | <a href="mailto:rory.gilmartin@irishfilmboard.ie">rory.gilmartin@irishfilmboard.ie</a> |
| • Mary Callery   | Project Manager                    | <a href="mailto:mary.callery@irishfilmboard.ie">mary.callery@irishfilmboard.ie</a>     |
| • Keith Potter   | Project Manager                    | <a href="mailto:keith.potter@irishfilmboard.ie">keith.potter@irishfilmboard.ie</a>     |
| • Emma Scott     | Distribution Manager               | <a href="mailto:emma.scott@irishfilmboard.ie">emma.scott@irishfilmboard.ie</a>         |
| • Sarah Dillon   | Production & Development Executive | <a href="mailto:sarah.dillon@irishfilmboard.ie">sarah.dillon@irishfilmboard.ie</a>     |
| • Teresa McGrane | Deputy Chief Executive             | <a href="mailto:Teresa.mcgrane@irishfilmboard.ie">Teresa.mcgrane@irishfilmboard.ie</a> |

### **Other Useful Downloads available**

- BSÉ/IFB Section 481 Guidance Note
- BSÉ/IFB Delivery Schedule & Guidance Note
- BSÉ/IFB Policy On Production Finance & Recoupment

*If you require further information that you cannot find on the website, or if anything in these Guidelines is not clear, please contact the Production & Development Executive Sarah Dillon at [sarah.dillon@irishfilmboard.ie](mailto:sarah.dillon@irishfilmboard.ie).*