**PRE-PRODUCTION FUND**

Application Form

**Pre-Production Cashflow**

The Pre-Production Facility (PPF) is designed to assist BSÉ/IFB co-financed productions which are proven to be satisfactorily fully financed and in the process of commencing pre-production where there is a time lag in cashflow as a result of financing and legal arrangements.

**About the Facility**

The PPF operates in a ring fenced manner from BSÉ/IFB’s other financial activities. The maximum amount of the PPF available to any one production is 25% of the BSÉ/IFB principal production loan offer but in no event shall exceed €150,000. The PPF must be repaid in full, together with an administration fee of 1.5% on financial closing.

**Criteria**

All commercial terms in regard to the BSÉ/IFB’s principal production loan on the film must be agreed (including the terms of the BSÉ/IFB recoupment position) and, if the film is to be bonded, a detailed letter of intent must have been issued by the approved completion guarantor. BSÉ/IFB shall only provide PPF on a matching basis with other financiers of the film.

**Who Can Apply**

The PPF is only available to projects that qualify for Irish Production funding and already have a quantified commitment of BSÉ/IFB Irish Production funding. PPF is not available for projects which qualify for Creative Co-Production funding, Documentary funding or TV Animation funding.

**Making An Application**

Before making an application you should contact BSÉ/IFB’s Deputy Chief Executive, Teresa McGrane, in order to confirm the production’s eligibility and give notice that you intend to apply. Please complete the form below and send along with the additional requirements to [teresa.mcgrane@irishfilmboard.ie](mailto:teresa.mcgrane@irishfilmboard.ie).

*Please note that the PPF is awarded at the sole discretion of the Board of BSÉ/IFB, whose approval of each award is required, and each application is judged on its own merits.*

**Application Form**

**PROJECT DETAILS**

|  |  |
| --- | --- |
| **Current Title** |  |
| **BSÉ/IFB REFERENCE NO.** |  |

|  |  |
| --- | --- |
| **Have any previous applications been made to BSÉ/IFB for any funding for this project? If so, state ALL previous titles for this project including reference codes:** |  |

|  |  |
| --- | --- |
| **Have you discussed this application with the deputy CEO Teresa Mcgrane prior to submitting this application?**  *Note: Your application will only be considered when it has been discussed with the Deputy CEO Teresa McGrane.*  ***Please tick this box to indicate that a discussion has occurred.*** |  |

**BUDGETARY INFORMATION**

|  |  |
| --- | --- |
| **Total BUDGET OF PROJECT** | € |
| **amount of pre-production funding requested** | € |
| **details of match funders** |  |

|  |  |
| --- | --- |
| **FINANCE PLAN DETAILS** | Amount |
| Amount of BSÉ/IFB Funding received | € |
| Total Budget | € |
| **List All Co-Financiers & Contribution to the budget** | Amount |
|  | € |
|  | € |
|  | € |
|  | € |
|  | € |
|  | € |

**Principals’ Details**

|  |  |  |  |
| --- | --- | --- | --- |
| **ROLE** | **Name** | **Mobile** | **Email** |
| **Producer(S)** |  |  |  |
| **CO-PRODUCER(S)** |  |  |  |
| **Director(S)** |  |  |  |
| **Writer(S)** |  |  |  |
| **PRINCIPAL ANimator(s)** |  |  |  |

**APPLICANT’S CONTACT INFORMATION**

|  |  |
| --- | --- |
| **Name of INDIVIDIAL PRODUCER** |  |
| **applicant Production Company** |  |
| **registered PRODUCTION company number** |  |
| **REGISTERED PRODUCTION COMPANY ADDRESS** |  |
|  |  |
|  |  |
|  |  |
| **Applicant’s Mobile** |  |
| **Applicant’s Email** |  |

**Production office DETAILS**

|  |  |
| --- | --- |
| **Production Office Address** |  |
|  |
|  |
| **City** (including Postcode) |  |
| **County** |  |
| **Production Office Tel** |  |
| **Production Office Fax** |  |
| **Contact Person** |  |
| **Contact Person’s Mobile** |  |
| **Contact Person’s Email** |  |

|  |  |
| --- | --- |
| **HAS THE FOllOWING DOCUMENTATION BEEN received BY BSÉ/IFB** | **INDICATE Answer** |
| **1. All co-financing, distribution and sales offer letters** | Y / N |
| **2. COLLECTION Agreement OR RECOUPMENT WATERFALL PROPOSAL** | Y / N |
| **3. Letter Of Intent from Completion Bond (*if applicable*)** | Y / N |
| **4. BREAKDOWN OF PRE-PRODUCTION CASHFLOW REQUIREMENTS *(note that pre-production funding provided for cashflow may only be expended on Irish elements)*** | Y / N |
| **5. dETAILS OF OTHER SOURCES OF AVAILABLE PRE-PRODUCTION CASHFLOW WITH SUPPORTING DOCUMENTATION** | Y / N |
| **6. PROPOSED TIMELINE FOR REPAYMENT OF PRE-PRODUCTION CASHFLOW** | Y / N |

**Data Protection**

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| --- |
| Bord Scannán na hÉireann / the Irish Film Board will use your details to help process your application. These may be held on computer and may be used for statistical purposes. The information may be stored, processed and passed in confidence to or shared with individuals or organisations that are helping us assess applications or monitor funding. All information will be treated in accordance with the Data Protection Acts 1998- 2003 and associated legal provisions concerning data protection. You have a right to ask for a copy of the information held by Bord Scannán na hÉireann/the Irish Film Board in its records in return for payment of a small fee. You also have the right to require Bord Scannán na hÉireann/the Irish Film Board to correct any inaccuracies in your information. It is important that you read and understand the application guidelines before completing this form. |

**Declaration**

|  |  |
| --- | --- |
| **I/We declare that the information provided in this application is true and correct to the best of my/our knowledge.** | Signature(s) for and on behalf of Applicant |
| **Print Name(s)** |  |
| **Date** |  |