

22 December 2021

SCREEN CANTERBURY NZ PRODUCTION GRANT

FUND APPLICATION

Please make sure that you have read and agree to the terms and conditions of this Screen CanterburyNZ Production Grant Fund Overview before starting this application ([available here](#)). It is highly recommended that you contact Screen CanterburyNZ prior to completing and submitting this application. This is to ensure that your application can be processed in a reasonable time period, and that you meet the basic criteria.

When submitting the below application form you will also need to include the following supporting documentation:

- 1) Canterbury spend budget (preferably also include a copy of your complete budget)
- 2) Proposal (max 10 pages) including:
 - One page project outline financing plan
 - Production plan/schedule– including brief summary of planned distribution and publicity
 - If NZ cultural elements are included, please describe consultation or cultural safety work undertaken for this project
 - Key personnel - Please include one paragraph per person and a link to their bio, if available. Please highlight any Canterbury based personnel who are likely to work on this project
 - Any additional details on the benefits to Canterbury of this project outside of what you have included in this application form – including likely number of Canterbury shoot days, likely number of Canterbury based crew and, any publicity which will involve reference to Canterbury.
- 3) Health & Safety Plan including Covid Risk management plan (may be at a very early stage).

Please complete all questions below.

1. Organisation Information

Organisation name:	
Type of organisation: (Special Purpose Vehicle, Umbrella Company, International Company)	
Business/ Organisation registration number:	
GST number:	
Organisation website (if applicable):	

2. Key Contact Information

Full name:	
Role:	
Phone Number:	
Cell Phone Number:	
Email:	
Postal Address:	
Physical Address (if different from postal):	
Alternative contact full name:	
Alternative contact phone number:	
Alternative contact email:	

3. Content Information

Project Name (Title of production – may be provisional):	
Format e.g. drama series, feature film, episodic TV series, web series.	
Number of episodes:	
Duration/ Average duration:	
Genre (e.g. drama, comedy, action, documentary, sci-fi):	
One-line synopsis/ Logline:	
Short Synopsis: (50 word limit)	
Proposed number of Canterbury residents who will be employed by the production (Expectation of this fund is that this number will be no less than 15 for scripted content, and no less than 5 for factual)	
Proposed Canterbury production start dates:	
Proposed Canterbury production finish dates:	
Number of pre-production days in Canterbury:	
Number of shoot days in Canterbury (Expectation of this fund is this will be no less than 11 days):	
Number of post-production days in Canterbury:	
Will the production, or any component of the production, take place outside the Canterbury region?	YES / NO
If Yes – please provide details e.g. Post production planned for Wellington, 3 days shooting to take place in Queenstown	

4. Benefits for Canterbury/Christchurch

Please see the Funding Assessment sheet to help you ensure your answers help our finding panel determine how well you meet the funding criteria. This section will be read alongside your supporting documentation.

What are the economic benefits of your production to Canterbury/Christchurch? (200 word limit, include number of new jobs created locally, number of local businesses engaged, local spend)	
How does your project planning address perceived risks? (200 word limit)	
How does your project fit with the ChristchurchNZ city narrative/how will impact the profile of Canterbury? (200 word limit)	

5. Māori content

Does your application and/or treatment contain Māori content?

Does your application and/or treatment contain Māori content?	YES / NO
How will the project and content be led by Māori key creative(s)? (200 word limit)	
What is your plan to consult with mana whenua? (200 word limit)	

6. Assistance Requested

Which category does your production fit into?

Eligible budget criteria	Total budget between NZD \$1M and \$2M. Expected Canterbury spend over \$1M	Total budget over NZD \$5M. Expected Canterbury spend over \$2M
Please delete inapplicable answer	YES / NO	YES / NO
Maximum Screen CanterburyNZ Production Grant funding available	\$100,000	\$200,000
Amount you are requesting (only put number in applicable column)		
Minimum amount Screen CanterburyNZ could allocate your production which would assist you in bringing your production to Canterbury		

The Advisory Panel may consider applications with less than \$1M Canterbury spend and may consider awarding grants that are less than \$100k. Please feel free to explain any difference between the amount you are requesting and the minimum amount which would assist you in producing/ bringing your production to Canterbury? (e.g. 10% of the Canterbury spend is a guide for productions under \$1M Canterbury spend).

Explain any difference in answers above (if applicable): (200-word limit)

7. Finance

Can the Production still proceed if investment was not provided from Screen CanterburyNZ?	
Will the investment from Screen CanterburyNZ increase the duration that the Production spends in the Canterbury/Christchurch? By how much?	

8. Alignment with Screen CanterburyNZ strategies, goals and objectives

How does your production support the development of Canterbury as a screen destination? What training opportunities will be provided for local crew? What infrastructure will be built or enhanced? (200-word limit)

Will it increase Canterbury’s profile Nationally or Internationally? Include as much detail on distribution and promotion as known. What leverage opportunities are available to Screen CanterburyNZ? (200-word limit)

9. COVID-19 Health & Safety Protocols

Managing COVID-19 risks has been critical for all screen productions. Under the COVID-19 Alert Level system, the risk of exposure to COVID-19 and transmission in the community remains.

Please identify what your plans are in relation to making your content within the current COVID-19 Alert Level system and how this could be affected if Alert Levels were to change. Please clearly identify any significant timelines that would impact the planning or delivery of your production and how risks will be mitigated.

Note ScreenSafe has developed the ScreenSafe COVID 19 Health and Safety toolkit. The toolkit outlines best practice behaviours to prevent/minimise COVID-19 risks and impact, including record keeping to support Ministry of Health contact tracing processes.

10. Summary

Why do you think Screen CanterburyNZ & ChristchurchNZ should support a grant for your Production? (200-word limit)

All applications are made at the applicant's own risk. Screen CanterburyNZ & ChristchurchNZ are not liable for any loss, damage or costs arising directly or indirectly from the application process, the NZFC's decision not to provide an offer of financing, or from dealing with the application in any manner.

Tick to confirm:

- | | |
|--------------------------|---|
| <input type="checkbox"/> | I declare that to the best of my knowledge the information provided in this application and in the supporting documentation is complete and accurate. |
| <input type="checkbox"/> | I confirm that I have read and accept the terms and conditions of the fund outlined in the Screen CanterburyNZ Production Grant Overview (available here) |
| <input type="checkbox"/> | I confirm that I have (or will obtain prior to the production) Public Liability Insurance coverage for the Production. |

Signature: _____

Name _____

Date _____

On completion of this application form please save a copy and send it to welcome@screencanterbury.nz along with the following supporting documentation:

- 1) Canterbury/Christchurch spend budget (and preferably full budget)
- 2) Proposal
- 3) Health & Safety plan including Covid-19 Protocols

11. Contact Us

Screen CanterburyNZ

PO Box 2962, Christchurch 8140, New Zealand

Email: welcome@screencanterbury.nz

Phone: +64 021 0913 7609