

**Application criteria valid from January 1<sup>st</sup> 2024**  
**Last update: December 2024**

REQUIREMENTS	DEVELOPMENT AND PRE-PRODUCTION
<b>Eligible works (Article 4, Paragraph 1a, and Article 17 of the applicable criteria):</b>	<ul style="list-style-type: none"> <li>• Feature Films: audiovisual works, including serial productions, of any genre with a <u>total duration of more than 52 minutes</u>;</li> <li>• Development support can be requested for projects that have a particular cultural reference to South Tyrol and/or whose production has a strong connection to South Tyrol, or that are expected to be primarily produced in South Tyrol. The reference to South Tyrol may be determined by the content itself, but also by the professionals involved, particularly the producer, author, or director.</li> </ul>
<b>Non-eligible works (Article 4, Paragraph 4 of the applicable criteria):</b>	Advertising spots, music videos, news or TV broadcasts, sports broadcasts, TV shows, reality TV, and docutainment formats.
<b>Amount of the contribution (Article 17, Paragraph 3 of the applicable criteria):</b>	<ul style="list-style-type: none"> <li>• The maximum contribution amount is <u>50,000.00€</u>;</li> <li>• The IDM incentive can cover up to 70% of the development and pre-production costs of the project.</li> </ul> <p><i>Given the high number of applications, please note that the maximum contribution amount granted in recent years has been <u>30,000€</u>.</i></p>
<b>Who can apply and who submits the application (Article 3 of the applicable criteria):</b>	<p>Applications for the contributions may be submitted by television and film production companies, regardless of the country in which they are established or operate through a branch.</p> <p>In the case of co-productions, the producer who must submit the application is:</p> <ul style="list-style-type: none"> <li>• Co-production without Italian/South Tyrolean participation: the main producer according on the distribution of rights;</li> <li>• Co-production with Italian participation: the Italian producer (even if minority);</li> <li>• Co-production with South Tyrolean participation: the South Tyrolean producer (even if minority).</li> </ul>
<b>Two-phase financing (Article 18 of the applicable criteria):</b>	<p>It is possible to apply without a screenplay. In these case, the financing process is divided into two phases:</p> <ul style="list-style-type: none"> <li>• <b>First phase:</b> dedicated to the creation of a screenplay draft (which must be followed by the approval of the screenplay by IDM Film Commission Südtirol and the expert panel);</li> <li>• <b>Second phase:</b> dedicated to the development of the project and preparation for production.</li> </ul> <p><i>The granting of a contribution for the first phase does not automatically entitle the applicant to receive funding for the second phase. The second phase, including the allocation of the related funds, can only be reached if the screenplay is positively evaluated by IDM Film Commission Südtirol and its expert panel. If the screenplay is not approved, it can be submitted again to IDM Film Commission Südtirol <u>one more time</u> after substantial revisions.</i></p>
<b>Applications procedures and deadlines (Article 6 of the applicable criteria):</b>	<ul style="list-style-type: none"> <li>• The application for the contribution must be submitted through the online portal <a href="https://filmfund.idm-suedtirol.com/index.php?lang=IT">https://filmfund.idm-suedtirol.com/index.php?lang=IT</a></li> <li>• The application must be submitted <u>before the first day of shooting</u>;</li> <li>• At least 10 working days before the application deadline, a <b>consultation meeting</b> must be held with a fund representative. To schedule the consultation, the following documents must be sent: <ul style="list-style-type: none"> <li>○ Subject of the work;</li> <li>○ Overall financial plan for the development phase;</li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>○ Cost plan for the development phase;</li> <li>○ Timeline.</li> <li>● The deadlines for submitting applications can be found at the following link: <a href="https://www.film.idm-suedtirol.com/it/funding/termini-di-presentazione-della-domanda">https://www.film.idm-suedtirol.com/it/funding/termini-di-presentazione-della-domanda</a>.</li> </ul>
<p><b>Timeline:</b></p>	<p><b>Within approximately six weeks from the application deadline:</b> review and evaluation of the works by IDM and a panel of experts based on content, cultural, and economic criteria.</p> <p><b>Within seven to eight weeks from the application deadline:</b> based on the recommendation of the expert panel regarding the acceptance or rejection of the funding application, the IDM director will ultimately decide which projects to fund. The decision will be communicated in written form.</p> <p><b>In case of a negative outcome,</b> the production company will receive a notice of rejection. Within 30 days of receiving the notification, the production company may submit its observations or request a hearing. After this 30-day period, IDM will issue a final rejection notice.</p> <p><b>In case of a positive outcome,</b> the confirmation letter constitutes a time-limited funding commitment, within which the funding for the work must be finalized and a final cost estimate must be defined.</p>
<p><b>Withdrawal of the application and submission of a new application:</b></p>	<p>An application can be withdrawn without justification up to a <b>maximum of two weeks after the submission deadline</b>. In this case, the application will be considered as not submitted.</p> <p>Withdrawal after this deadline is only possible in exceptional cases. If withdrawal occurs more than two weeks after the submission deadline, a <b>detailed written request</b> must be submitted to IDM <b>by 6:00 PM on the day before the expert evaluation meeting</b>. IDM reserves the right to accept or reject the withdrawal request.</p> <p>Projects that have not been approved for funding <b>can be resubmitted</b> after an additional consultation meeting and <b>only following substantial modifications</b> to the work, such as a new screenplay or confirmation of a crucial funding component.</p>
<p><b>Required documents for the funding application in German or Italian (Article 19, Paragraph 1 of the applicable criteria)</b></p>	<p>Non-serial works:</p> <ul style="list-style-type: none"> <li>● Subject* (max. 2 A4 pages, font size 10, line spacing 1.5);</li> <li>● Screenplay* (if already available) or treatment* (max. 12 pages, font size 10, line spacing 1.5). For documentaries, a treatment is sufficient.</li> </ul> <p>Serial works:</p> <ul style="list-style-type: none"> <li>● Brief series subject* (max. 2 A4 pages, font size 10, line spacing 1.5);</li> <li>● At least the subject of the pilot episode* (max. 2 A4 pages, font size 10, line spacing 1.5);</li> <li>● Serialization project plan, including format, duration, genre, and structure of episodes and the series*, reference models*.</li> </ul> <p>For all projects :</p> <ul style="list-style-type: none"> <li>● Proof of usage rights (for the subject, script, title, biography, etc...);</li> <li>● Detailed cost estimate for development and pre-production, including supporting documents for the major items listed in the estimate;</li> <li>● Detailed development plan*;</li> </ul>

	<ul style="list-style-type: none"> <li>• Financial plan, including documents proving the confirmed financing sources;</li> <li>• Distribution/commercial exploitation plan *;</li> <li>• Co-production agreement (if there is a co-production agreement);</li> <li>• Directing contract (if already defined);</li> <li>• Producer’s note* and director’s note* (if the direction is already defined) + writer’s note related to the project and its realization;</li> <li>• List the expected cast and crew (if available), highlighting any involvement of professionals or companies recognized by IDM Film Commission Südtirol as having a territorial effect. Binding agreements must be documented. To document the territorial effect, relevant certificates of birthplace, residence, company headquarters, or diploma from the "ZeLIG" film school (from the 2007-2010 course) or a qualification obtained within the last 24 months from the Free University of Bolzano must be attached;</li> <li>• Proof of own financial resources (5% of development and pre-production costs); a bank statement or a bank or insurance guarantee must confirm liquidity ;</li> <li>• Overview of application already submitted or planned to other funding bodies, including the status;</li> <li>• Profile and filmography of the applicant company and any co-production companies, CVs with filmographies of producers and co-producers, prepared according to industry standards in the film and television sector;</li> <li>• Resumes with filmography of the screenwriter and director (if already defined), prepared according to industry standards in the audiovisual sector;</li> <li>• Extract from the company register of the applying production company, as well as copies of balance sheets and financial statements for the last two fiscal years;</li> <li>• Links to previous works of the director;</li> <li>• Moodboard and/or other artistic materials, if available;</li> <li>• Completion of the Bechdel Wallace Test and Chavez Perez Test;</li> <li>• Confirmation of payment of the requested amount of 16.00 euros for the application processing fee. Please indicate the name of the work and the applicant as the reason for payment. IDM’s bank account details are as follows:  <b>BANCA POPOLARE DI SONDRIO</b>  <b>C/C intestato a: IDM Südtirol Alto Adige</b>  <b>IBAN: IT23 Q 05696 11600 000004070X01</b>  <b>BIC: POSOIT22XXX</b> </li> </ul> <p><i>IDM will obtain the required revenue stamps for each funding application.</i></p> <p><i>Documents marked with an asterisk (*) must be provided for evaluation in German or Italian, along with an English translation or the original English version.</i></p> <p><i>Documents and templates for the funding application are available for download on the IDM Film Commission Südtirol website: <a href="https://www.film.idm-suedtirol.com/it/funding/area-download">https://www.film.idm-suedtirol.com/it/funding/area-download</a>.</i></p>
<p><b>Calculation Scheme :</b></p>	<p>At its discretion, the production may submit one of the following models:</p> <ul style="list-style-type: none"> <li>• The “Cost Plan for Co-production” model from the “Direzione Generale Cinema e Audiovisivo” (MIC) – <u>only the section related to development and pre-production costs</u>;</li> <li>• The “Kalkulationshilfe” model from ÖFI (Austrian Film Institute);</li> <li>• The “Kalkulationsschema Spiel- und Dokumentarfilm” model from FFA – <u>only the section related to development and pre-production costs.</u></li> </ul>

	<p><i>Costs with a territorial effect must be reported in a detailed, separate, and clearly distinguishable manner.</i></p>
<p><b>Eligible Costs (Article 5, Article 17, Paragraphs 4 and 5 of the applicable criteria):</b></p>	<p>For the calculation of costs, only those related to the development and pre-production of the work should be considered.</p> <p>The following costs are also eligible :</p> <ul style="list-style-type: none"> <li>• Acquisition of rights for the film adaptation of literary works;</li> <li>• Screenwriter fees;</li> <li>• Fees for dramatic development of the screenplay;</li> <li>• Fees and expenses for production and directing staff related to location scouting;</li> <li>• Costs for test shoots;</li> <li>• Casting costs;</li> <li>• Travel expenses for the development of the work (location scouting, research, test shoots);</li> <li>• Teaser;</li> <li>• Legal consulting costs.</li> </ul> <p>Additionally, the following are also eligible:</p> <ul style="list-style-type: none"> <li>• Review expenses: 3% of the funding amount for the independent auditing company appointed by IDM;</li> <li>• Social security contributions;</li> <li>• Costs (interest and banking fees) for intermediary or prefinancing related to the work in an amount deemed appropriate, but not for the applicant's own financial resources.</li> </ul> <p>In the context financing of development and pre-production, costs that have been incurred and invoiced <b>up to 6 months</b> before the application submission deadline are accepted.</p> <p><i>For the calculation of development and pre-production costs, VAT (Value Added Tax) is not considered. The cost plan must always refer to net amounts.</i></p> <p><i>Please note that the management of the production budget must adhere to principles of affordability and appropriateness.</i></p>
<p><b>Non-eligible costs:</b></p>	<ul style="list-style-type: none"> <li>• Company infrastructure costs (such as photocopiers, office rent, correspondence) that are already covered by general administrative expenses;</li> <li>• Expenses incurred and invoiced with dates <b>more than 6 months before</b> the application submission deadline;</li> <li>• Interest on the applicant's own financial resources at a rate of 5%</li> </ul>
<p><b>General Expenses, Producer's Fee, and Contingency Reserve (Article 5, Paragraphs 2 and 3, and Article 17, Paragraph 6 of the applicable criteria):</b></p>	<p><b>Film Projects :</b></p> <ul style="list-style-type: none"> <li>• <b>General Expenses:</b> Up to a maximum of 7.5% of the total net costs of the project.</li> </ul> <p><b>Television Projects :</b></p> <ul style="list-style-type: none"> <li>• <b>General Expenses:</b> Up to a maximum of 6% of the total net costs of the work (with a maximum of 500,000.00€).</li> </ul> <p><i>For development and pre-production support, producer's fees and contingency reserves are not eligible.</i></p>

<p><b>Self-performance and use of internal resources and services (Article 17, Paragraphs 7 and 8 of the applicable criteria):</b></p>	<ul style="list-style-type: none"> <li>• Costs classified as “self-performances and use of internal resources and services” apply <u>to both the applicant production company and any involved co-producers</u>;</li> <li>• Personnel Costs: <ul style="list-style-type: none"> <li>○ Costs for employees should be calculated at market price.</li> <li>○ Costs for owners, administrators, or partners should be calculated at 25% below market price.</li> </ul> </li> <li>• Costs for <b>resources, services, and goods provided by the producers</b> (spaces, facilities, structures, technical materials, archive materials, etc.) should be calculated at 25% below market price. Please attach detailed estimates, if possible, at the time of application submission;</li> <li>• Clearly mark self-performances and use of internal resources and services in the cost estimate, as these are eligible for final reporting only for the amount calculated at the time of the cost estimate submission.</li> </ul> <p><i>Self-performance may be allocated.</i></p>
<p><b>Allocations and Provision of Free Services (Article 17, Paragraph 8 of the applicable criteria):</b></p>	<ul style="list-style-type: none"> <li>• Temporary waiver of compensation (allocations) and provision of services free of charge (provision of services without payment) are accepted in an amount appropriate to the project and are eligible for final accounting only for the amount calculated at the time of the submission;</li> <li>• Allocations and free services must be included in the financial plan and substantiated by a declaration of consent signed by the involved parties (this applies to both the applicant company and third parties);</li> <li>• Allocations and free services must be reported in the cost plan (this applies to both the applicant company and third parties);</li> <li>• Own contributions, use of internal resources and services subject to provisions and free of charge (up to a maximum of 15% of total costs) + allocations of resources and services by third parties subject to provisions and free of charge (up to a maximum of 15% of total costs) are generally cumulative only up to a maximum of 20% of the total development and pre-production cost estimate.</li> </ul>
<p><b>Own Financial Resources (Article 9, Paragraph 2 of the applicable criteria):</b></p>	<ul style="list-style-type: none"> <li>• <u>At least 5% of the total estimated costs</u> must be covered by the applicant’s own financial resources. These resources must be in the form of liquid assets (bank deposit confirmed by a bank receipt or bank loan);</li> <li>• For co-productions, the contribution is based on the respective shares of the parties involved;</li> <li>• For television co-productions, the amount of own financial resources is calculated by subtracting the broadcaster’s co-production share (but not the license fee share) from the total production costs. If the contract between the production and the broadcaster does not specify the license fee share, it will be assumed to be 50% of the contribution from the television co-producer.</li> </ul>
<p><b>CUP - Unique Project Code (Article 22, Paragraph 1 of the Applicable Criteria):</b></p>	<p>It should also be noted that from the moment of receipt of the communication, the CUP code must be indicated on all accounting documentation (invoices, fees, and occasional compensation notes) related to expenses with territorial effect.</p>
<p><b>Green Shooting (Article 7, Paragraph 1e of the Applicable Criteria):</b></p>	<p>For the development and pre-production phase, it is sufficient to indicate in the application whether you intend to adopt a sustainable shooting protocol. If the grant is awarded, during the final accounting review, you will need to present a report or checklist (depending on the chosen protocol).</p> <p>Environmental sustainability certifications recognized by IDM Film Commission Südtirol are:</p> <ul style="list-style-type: none"> <li>• Green Shooting (Alto Adige);</li> <li>• ÖFI/ÖFI +/FISA +, Österreichisches Umweltzeichen UZ76 (Austria);</li> </ul>

	<ul style="list-style-type: none"> <li>• Ökologische Standards (Germany);</li> <li>• Green Film.</li> </ul> <p><i>If you intend to adhere to a protocol other than those listed above, please contact IDM Film Commission Südtirol.</i></p> <p><i>For more information, we recommend visiting the IDM Film Commission Südtirol webpage dedicated to eco-sustainable shooting: <a href="https://www.film.idm-suedtirol.com/it/film-commission/green-shooting">https://www.film.idm-suedtirol.com/it/film-commission/green-shooting</a></i></p>
<p><b>Liquidation of Contribution:</b></p>	<ul style="list-style-type: none"> <li>• <b>50%</b> upon closing of the financing agreement, submission of the required documentation and preparation of the unilateral commitment declaration;</li> <li>• <b>25%</b> upon intermediary cost report and verification of expenses for the first installment ;</li> <li>• <b>25%</b> after the positive outcome of the final cost accounting review.</li> </ul> <p>Generally, the procedures for contribution and payment of installments are established in the Unilateral Commitment Declaration for the project, within the discretion of IDM, and may vary from project to project. A deadline extension can be requested, but only for serious and justified reasons.</p> <p><i>Please note that, for production companies based in Italy, IDM is required to withhold 4% from each installment of the granted contribution. The deduction is paid directly to the tax authorities by IDM. The corresponding certificate will be sent to the production company the following year, allowing them to claim the withheld amount back on their taxable income</i></p>
<p><b>First Installment (Annex B of the applicable criteria):</b></p>	<p>The payment of the first installment (50%) occurs after the positive outcome of the final legal review of the work and the subsequent issuance of the Unilateral Commitment Declaration.</p> <p>Please submit the required documentation within 6 months from the date of the grant award notification (unless otherwise specified during the grant confirmation):</p> <ul style="list-style-type: none"> <li>• Opening of a dedicated bank account for the project;</li> <li>• Confirmation of bank account details from the banking institution;</li> <li>• Final budget for development and pre-production costs;</li> <li>• Final financing plan + proof of financing closure, with the relevant documentation attached;</li> <li>• Final version of the project development plan, detailing the objectives and timelines for the development and pre-production measures;</li> <li>• For production companies <b>not legally based in Italy</b>, certification that they are not subject to taxes in Italy is required so that IDM can disburse the installments <b>without the 4% withholding tax</b>. A certificate of residence from the relevant tax authority must be provided.</li> </ul>
<p><b>Second Installment (Annex B of the applicable criteria):</b></p>	<p>The payment of the second installment occurs after an intermediate accounting review and a preliminary examination of expenses related to the first installment.</p> <p>The following documentation must be submitted within 12 months from the date of the grant award notification (unless otherwise specified in the Unilateral Commitment Declaration):</p> <ul style="list-style-type: none"> <li>• Updated Development and Pre-Production Plan: A detailed report on measures already implemented and those still to be carried out;</li> </ul>

	<ul style="list-style-type: none"> <li>• Intermediate Accounting Report on the First Installment : A comparison of incurred costs, costs to be incurred, and costs planned in the Unilateral Commitment Declaration;</li> <li>• Status of Financing: A comparison with the Unilateral Commitment Declaration and an indication of any pending payments;</li> <li>• Current List of Crew and Cast.</li> </ul> <p><b>In the case of two-phase financing</b>, the intermediate accounting review occurs only after the script has been approved by IDM Film Commission Südtirol and its group of experts.</p>
<p><b>Third Installment / Final Installment (Annex B of the applicable criteria):</b></p>	<p>The final installment is paid following a positive outcome of the final accounting review of the expenses incurred for development and pre-production.</p> <p>The following documentation must be submitted within 24 months from the date of the grant award notification (unless otherwise specified in the Unilateral Commitment Declaration):</p> <ul style="list-style-type: none"> <li>• Final cost accounting report signed by the producer and all individual co-producers (detailed comparison between budgeted costs indicated in the unilateral declaration / actual costs);</li> <li>• List of invoices for which payment has not yet been made;</li> <li>• Accounting ledger for each item in the report (Excel file, list of entries indicating date, document number, recipient / payer, reason);</li> <li>• Revised development plan of the project detailing the objectives of the production preparation measures;</li> <li>• Written report on deviations of cost items exceeding +/-20% between budgeted costs and actual costs;</li> <li>• Status of overall pre-production financing (comparison between planned financing indicated in the unilateral declaration / final account with the indication of payments to be received);</li> <li>• Evidence of receipts of individual financing components (bank statement);</li> <li>• Contracts with financiers / co-producers not originally included in the financing plan;</li> <li>• Signed confirmation letter (provided by the auditor);</li> <li>• Current list of staff and artistic cast for pre-production;</li> <li>• Indication of any revenues that result in a reduction of costs;</li> <li>• Current version of the script;</li> <li>• Detailed report of work performed;</li> <li>• Report on the planning and financing status of the project.</li> </ul>
<p><b>Notes on Reporting Incurred Expenses:</b></p>	<p>Regarding the final accounting, please note:</p> <ul style="list-style-type: none"> <li>• <b>Failure to meet the expected pre-production costs and financial plan:</b> The financed amount will be reduced proportionally to the discrepancy between the planned costs and the actual costs. As a result, the final installment will not be fully paid;</li> <li>• <b>Exceeding the expected pre-production costs and financial plan:</b> There will be no subsequent increase in the allocated grant amount;</li> <li>• <b>Deviations from specific conditions:</b> Deviations from the indications contained in the application, the grant confirmation, and the Unilateral Commitment Declaration must be immediately communicated in writing to IDM Film Commission Südtirol and expressly approved by them. IDM Film Commission Südtirol generally works to find a solution to ensure compliance with the specific conditions of the project;</li> </ul>

	<ul style="list-style-type: none"> <li>• <b>Eligible expenses:</b> Only expenses for which a <b>proper invoice/receipt</b> has been issued and that have been actually paid can be recognized. Individual documents must be clearly attributable to the project and, where necessary, must include the CUP (Unique Project Code);</li> <li>• <b>Retention of documents:</b> Please keep <u>original receipts and contracts</u> for reference. If requested, copies must be provided to IDM Film Commission Südtirol or the external auditing firm for sample checks;</li> <li>• <b>Additional documentation:</b> During the final accounting review, you may be asked to provide explanatory written material, complete an expense list, or submit other written documentation.</li> </ul>
<p><b>Support References (Article 25, paragraphs 1 and 2 of the applicable criteria):</b></p>	<p>In the opening and closing credits of funded works, reference must be made to the support from IDM, as well as whenever the financial partners of the subsidized work are mentioned in publications, promotional materials, and other communications.</p> <p><i>To receive the usage manual and the logo package, please contact the fund representatives directly.</i></p>
<p><b>Legal Information:</b></p>	<ul style="list-style-type: none"> <li>• The number of projects eligible for funding depends on the availability of funds from IDM Film Commission Südtirol for the current year. There is no entitlement to receive funds that remain available at the end of the year. Furthermore, it is not possible to request an increase in already granted contributions;</li> <li>• In general, IDM reserves the right not to grant the full amount of the requested funding;</li> <li>• The decision to approve or reject is an administrative act against which an appeal can be filed within the deadlines prescribed by law. The deadlines are indicated in the confirmation or rejection communication of the application;</li> <li>• In the case of false statements or omission of required information, the application will be rejected or, if a contribution has already been granted, it will be immediately revoked, and the beneficiary will be required to return the improperly received amount;</li> <li>• In case of interruption of the project, regardless of the cause, the producer(s) will be held responsible. IDM may demand the return of the entire contribution;</li> <li>• The beneficiary is responsible for the granted contribution. In the case of co-productions, co-producers may be required to jointly assume responsibility;</li> <li>• Please note that there is no entitled right to the granting of the contribution.</li> </ul>

*With this document, we hope to have provided you with useful and clear information. We thank you in advance for your feedback on its completeness and clarity. Best of luck with your work!*