



FACT SHEET PRODUCTION SUPPORT CINEMA FILM

In accordance with FFHSH guidelines (sections 3.1, 3.2, 3.3) funding may be granted for the production of national and international cinema films of all genres and lengths.

Application

- Only producers who hold the film and exploitation rights are eligible to apply with Committee 1. Committee 2 also accepts applications by directors seeking funding for their own films.
- Shooting must not have commenced prior to the application, resp. in the case of animated film projects animation must not have commenced.
- The information given in the application forms the basis for the Committee's decisions and is thus binding. After the funding decision has been reached, any subsequent changes in the most important members of cast or crew and/or with respect to the stated regional effect or the intended number of shooting days spent in the region will result in a retraction of the funding.
- The following documents must be enclosed in the application:
 - ✓ a one-page abstract (DIN-A 4) and the script resp. the project description in the case of documentary films,
 - ✓ verification of the acquisition of film and exploitation rights of subject matter, script and title,
 - ✓ a binding letter of intent by the TV station involved or a licence contract,
 - ✓ in the case of national or international co-productions, the corresponding agreements with the co-producers,
 - ✓ declarations of consent and filmographies for the participants holding the most important positions (i.e. scriptwriter, director, cameraperson, producer, co-producer, main actors) as well as a list of the intended cast and crew,
 - ✓ a preliminary shooting schedule,
 - ✓ a national and an international exploitation concept and – if available – a distribution contract resp. a contract with a global distribution company,
 - ✓ a return flow plan with a representation of the expected revenues from the national and the international exploitation,
 - ✓ a detailed statement of costs, including an extra accounted regional effect for Hamburg and/or Schleswig-Holstein (each separately),
 - ✓ a financing scheme including verification where available, including specification of foreign subsidies in the case of co-productions,
 - ✓ a statement as to the intended shooting locations in and number of shooting days spent in Hamburg and/or Schleswig-Holstein



Filmförderung Hamburg Schleswig-Holstein

Fact sheet Production Support Cinema Film

- Applications are only processed if they are complete. All documents must be submitted in seven copies. They must be stapled, not bound. The script is to be submitted separately.
- Applications must be submitted to FFHSH by the application deadline (reception stamp) by 5.30pm. Postmark or mailing date are not decisive.
- The applicant is not entitled to a return of the application documents. If particularly elaborate materials are to be returned after the decision has been reached, this must be stated in writing at the time of application. As the application documents are sent in full to all members of the committee, the return thereof cannot, however, be guaranteed.

General information

- The committee in charge of your application acts on the film's prospective negative cost.
- The clearance of funded full-length cinema films for the exploitation through image carriers and TV stations as well as the reversion of television rights to the producer conform to the German Federal Film Board (FFA) guidelines on project film funding effective at the time of application. (Please find more information at the FFA website – www.ffa.de)..
- The funding recipient must ensure that an adequate contribution is made to film professional job training and further education throughout the production of the funded film.
- Funding by FFHSH must be pointed out adequately in the funded film's opening and/or closing credits as well as in all publications (including Internet presence) pertaining to the film.

Budget

- The budget must be presented in euros and in the German language, in an industry-specific form, ideally following the FFA schema. (Available for download in MS-Excel format at the FFA website – www.ffa.de.)
- The cost data must be project-specific and based on market prices. VAT is not to be included.
- The film funding guidelines must be adhered to. Especially the maximum limits stated under D2 part B "Grundsätze sparsamer Wirtschaftsführung" (lit.: "principles of economical management") are not to be exceeded.
- A minimum of 150 percent of the funding sum is to be spent in Hamburg and/or Schleswig-Holstein. The budget must include a separate detailed effect key each for Hamburg and Schleswig-Holstein.
- The costs for a recordable Beta-SP cassette and six DVDs for the submission with Filmförderung Hamburg Schleswig-Holstein and the costs for an archive film copy in the case of funding (in the films final format), as well as the audit costs must be included in the budget. Costs for release prints are generally not recognized within the framework of the negative cost.



Financing scheme

- The financing scheme must cover the sum of all calculated negative cost. All financing elements (including any further funding by other institutions, be it intended, applied for or granted, distribution and sales guarantees, co-financing by broadcasting stations, provisions, reserves, private resources and co-production shares) must be included in the financing scheme.
- An equity interest must be provided in amount of at least five percent of the negative cost. Equity interests include licenses and guarantee amounts used to finance the film, own cash funds and reserves for fees and services. Broadcasting licenses can be deducted from the equity share in amount of 2.5 percent of the negative cost.
- Any existing promises and verification of financing are to be included in copy. A report as to the status and development of financing may also be required. The development of financing is to be updated continually until the conference date.

Funding

- Funding recipients are given 6 to 12 months (depending on the state of financing at the time of funding) to close financing.
- The funding is allocated as a conditionally repayable loan.
- The Committee's decisions are not substantiated in writing.

Audit

- Once financing is closed, the budget, financing, final account and (Committee 1 decisions only) the evaluation reports are generally audited for adequacy and completeness by a film-specialist audit firm by order of the beneficiary. In the case of films with a negative cost exceeding 800,000 euros, there is an additional audit of revenue notifications. The audit results are disclosed in writing. The resulting costs depend on the nature of the funding and on the size of the loan. These fees must be include in the budget.
- The invoice value (plus VAT) will be retained from the funding loan and passed on directly to the audit firm. The fee applicable for the measure applied for can be found in the Table of Fees file.

Payment

- Upon verified requisition, after the conclusion of the contract and when financing has been secured, the loan is paid out in five partial amounts as befit the project's development.
- Should a funded production have already received a loan for Script Development and/or Project Development, the corresponding amount will automatically be retained from the second rate.



Repayment

- The repayment of the loan is determined on a case-by-case basis.
- The debtor is generally conceded a priority claim of 5 percent of the measure's recognized negative cost. The priority claim may be increased if the sum of the producer's private resources and contributions exceed 5 percent. Private resources include cash and loans with unconditional repayment obligations exclusively. Private contributions include recognized third-party or producer's deferrals, providing that the amounts assessed are recognized as being market standard. The return of private contributions can only be prioritized to a maximum amount of 10 percent of the measure's recognized negative cost.
- After the priority claim has been covered, the funding is generally to be repaid out of the producer's total revenue, in accordance with the proportion of the loan to the recognized negative cost.
- In the case of other funding institutions being involved in the project's financing beside FFHSH, repayment terms may differ. In this case the debtor must submit a repayment scheme coordinated with the funding parties.
- The loan's repayment duration is determined by contract on a case-by-case basis. It lasts for a minimum of eight years following the film's cinema release. The repayment duration may be prolonged if longer repayment duration has been agreed upon for other fundings or if the film project is planned to cover a longer evaluation period.
- Repaid amounts can be reapplied for, for a new film project or other measure (reference funding). These means are bound to the debtor and remain at the debtor's disposal for a space of four years after the first claim for repayment by FFHSH has come into effect.