

CALL FOR PROPOSALS TO SUPPORT DOCUMENTARIES

YEAR 2018

1. BACKGROUND

The Tuscany Region recognises that the audio-visual sector is strategic for the economic, social, cultural and tourism development of the territory, capable of generating considerable economic impact, also thanks to the increase in employment for professionals and businesses in the sector. On 5 August 2016, the Directorate General for Cinema at the Ministry of Cultural Heritage and Tourism, the Agency for Territorial Cohesion and the Tuscany Region signed a *Sensi Contemporanei Toscana per il Cinema Programma/APQ*. The APQ outlines the priority actions needed in the cinema and audio-visual sector, along with the relative financial resources and implementation methods. Among these actions, the *C.2 Support for audio-visual productions* activity line aims to provide funding for the production of audio-visual works.

The production of documentaries is part of a drive to promote and support initiatives that are already running in our region for *reality cinema*; their work is supported by the recent opening of *La Compagnia*, the first cinema in Italy and the third in the world, after Toronto and Paris, dedicated to Reality Cinema.

The funding for the activities is provided by the Development and Cohesion Fund (DCF), as part of the 2014-2020 planning, in addition to ordinary, EU and national co-financing initiatives. Precisely the additional nature of these resources means that they cannot be used to replace ordinary funding (in the case of the cinema and audio-visual sector, financing by the Fondo Unico per lo Spettacolo (Single Fund for the Performing Arts - FUS)) for primary development objectives, or economic and social rebalancing.

Through the Fondazione Sistema Toscana (FST, the implementing body for the activities) and in particular the Tuscany Film Commission Department (TFC), in the context of the *Sensi Contemporanei Toscana per il Cinema Programma/APQ*, this Call sets out a 2018 activity in the audio-visual sector with specific reference to documentaries.

2. SUBJECT

The Call intends to co-finance **the production of new documentary film projects.**

By the term documentary film we intend the following, as set out by the so-called Legge Cinema n. 220/2016, Art.2: *“An audiovisual work whose priority and creative focus is on real events, places or activities, also making use of archive materials, where any imaginative or non-real element is instrumental to the representation and documentation of situations and facts and which is filmed and made according to the modalities set out by the decrees mentioned in paragraph 2”.*

3. PURPOSES AND SPECIFIC OBJECTIVES

With this Call, the Region intends to:

- promote the creativity and free expression of Tuscan authors, companies and cultural associations, supporting their projects even if not created within the region, also in order to strengthen the regional productive sector;
- create incentives for the production of documentaries mainly filmed within the Tuscan territory, even by non-Tuscan authors, companies and associations.

The **specific objectives** are to:

- 1) Promote and support documentaries that are original and high quality, or which stand out for elements of originality and creativity in the themes presented and the narrative languages used, and which could potentially be of interest to the international market.
- 2) Support projects with a high degree of feasibility.
- 3) Promote projects mainly filmed in the Tuscan territory in order to increase the financial impact in the region.
- 4) Promote projects that valorise the identity of the Tuscan territory.
- 5) Promote and support professionals in the audio-visual sector.
- 6) Strengthen growth in the Tuscan production and business sector.
- 7) Valorise the creativity of Tuscan authors.
- 8) Encourage the production of reality cinema with an international view.

4. BENEFICIARIES

For “documentaries prevalently filmed in Tuscany” (see art.5, point 1 below):

- **Italian and EU companies:** Italian and EU film production companies; sole traders whose core business is the creation of audio-visual works.
- **Italian associations:** cultural associations based in Italy whose core business is the creation of audio-visual works.

For “documentaries prevalently filmed outside the Tuscan territory” (see art.5 point 2 below):

- **Tuscan economic operators:**
 - film production companies based in and/or operating from Tuscany;
 - cultural associations based in Italy whose core business is the creation of audio-visual works;
 - sole traders based in Italy whose core business is the creation of audio-visual works.
- **Italian and EU companies:** Italian and EU film production companies and individual traders **that present projects by an author who was born or has tax residence in Tuscany.**

5. ADMISSIBILITY REQUIREMENTS for the documentary project and the proposing subject

Failure to meet any of the admissibility requirements indicated in this section will result in the application being excluded.

Admissibility requirements for the project

Two typologies of documentary films may be supported through the present Call:

- 1) documentary films mainly shot in Tuscany (at least 50% of shooting);
- 2) documentary films shot outside or mainly outside Tuscany (less than 50% of shooting), whose authors are born and/or resident in Tuscany and whose producers have their registered and/or operating offices in Tuscany.

The above described documentary films typologies must comply with the following requirements to be admitted:

- duration above 50min, with the possibility of being made in animation as well;
- shooting not yet completed but to be completed within one year from underwriting the agreement (see art.12 below);
- No previous screening in full of the project at Festivals or any public screening, including on-line

Furthermore documentary film series, reportage projects and advertising projects, meant to promote a public or private body, as well as projects with specific tourist promotion and territorial marketing purposes are excluded from this call.

Admissibility requirements for the applicant

The following admissibility requirements apply:

- **For Italian companies and associations:**
 - incorporation and enrolment on the Trade Register at the competent local Chambers of Commerce;
 - primary activity code **ATECO 2007 "59.11.00"**.
- **For companies based in a European Union member state:**
 - incorporation and enrolment on the Trade Register at the competent local Chambers of Commerce or equivalent body.
- **For Tuscan economic operators¹:**
 - incorporation and enrolment on the Trade Register at the competent local Chambers of Commerce.
 - primary activity code **ATECO 2007 "59.11.00"**.
 - for production companies: registered and/or operating offices in Tuscany
 - for cultural associations: registered offices in Tuscany;
 - for sole traders: registered offices and/or tax residence in Tuscany.

Additional requirements for the applicant

The above must also:

- be in possession of the project outline and/or script;

¹ See art.4 - Beneficiaries

- italian applicants (only) must have a certified email address (PEC) for communications with the FST/TFC;
- not be undergoing liquidation, bankruptcy, preventive agreements, controlled administration or other bankruptcy procedures;
- comply with all current social security, welfare and insurance regulations;
- comply with environmental, health and safety in the workplace, occupational accident and illness prevention, equal opportunities and collective bargaining contract regulations;
- be eligible to deal with public authorities, and not subject to either currently or within the last three years any sanctions or prohibitive measures or other sanctions preventing dealings with public authorities or suspending business activities;
- not have received final sentencing in a criminal case, or have reached a settlement under article 444 of the Code of Criminal Procedure for any of the following offences:
 - a. offences, either attempted or committed, listed under articles 416 and 416-bis of the Italian Criminal Code, or committed under the conditions set out in said article 416-bis, or for the purpose of facilitating the activities of the associations described in the article, or the attempted or committed offences set out in article 74 of Presidential Decree no.309 dated 9 October 1990, article 291-quater of Presidential Decree no.43 dated 23 January 1973, or article 260 of Legislative Decree no.152 dated 3 April 2006, as indicating participation in a criminal organization as defined by article 2 of Council Framework Decision 2008/841/GAI;
 - b. offences, either attempted or committed, listed under articles 317, 318, 319, 319-ter, 319-quater, 320, 321, 322, 322-bis, 346-bis, 353, 353-bis, 354, 355 and 356 of the Italian Criminal Code, as well as article 2635 of the Italian Civil Code;
 - c. fraud as defined by article 1 of the convention on protecting the EU's financial interests;
 - d. offences, attempted or committed, for the purposes of terrorism, even international, or subversion of the constitutional order, terrorist offences or offences associated with terrorist activities;
 - e. offences under articles 648-bis, 648-ter and 648-ter.1 of the Italian Criminal Code, laundering the proceeds of criminal activities or financing terrorism, as defined by article 1 of Legislative Decree no. 109 dated 22 June 2007 and subsequent modifications thereto;
 - f. exploitation of child labour or other forms of exploitation of human beings as defined by Legislative Decree no. 24 dated 04 March 2014;
 - g. any other offence that leads, as an accessory sanction, to the incapacity to deal with the public authorities.

The causes of forfeiture, suspension or prohibition set out in article 67 of Legislative Decree no. 159 dated 6 September 2011, or attempted mafia infiltration under article 84, paragraph 4, of the same decree. The above is without prejudice to the terms of articles 88, paragraph 4-bis, and 92, paragraphs 2 and 3 of Legislative Decree no. 159 dated 6 September 2011, with reference to antimafia notifications and information respectively.

The exclusion will be imposed if the persons sentenced are: the owner or technical director, in the case of a sole trader; a partner or technical director, in the case of jointly held companies; the silent partners or technical director, in the case of silent partnerships; the members of the board of directors with powers to represent, direct or oversee, persons appointed to represent, direct or oversee, the technical director or sole shareholder as a natural person, or the majority shareholder, in the case of companies with fewer than

four shareholders, in the case of other types of company or consortium. In any case, the exclusion and prohibition also apply to persons who have left their position up to twelve months prior to the publication of the call, unless the company can show complete and actual dissociation of the behaviour sanctioned; the exclusion and prohibition will not apply if the offence is depenalised, rehabilitated or extinguished following sentencing, or if the sentence itself is revoked.

Economic operators are excluded from participating if they have committed serious and proven violations of tax or social security law, either in Italy or the state in which they are established. Serious violations include failure to pay taxes for an amount higher than that set out in article 48-bis, paragraphs 1 and 2-bis, of Presidential Decree no. 602 dated 29 September 1973. A violation is proven when it is stated in a sentence or administrative act that can no longer be challenged. A violation of social security law is considered serious if it prevents the issue of the single contributions payment certificate (DURC), as set out in article 8 of Ministry of Employment and Social Policy decree dated 30 January 2015, published in the Italian Official Gazette no. 125 dated 1 June 2015. Exclusion does not apply if the economic operators have met their obligations by paying or accepting a binding agreement to pay the taxes or social security contributions due, including any interest or fines, as long as the payment or agreement has been formalised before the expiry of the term for presenting applications.

The FST/TFC must be promptly informed of any modifications or variations affecting the admissibility requirements indicated after submitting the application, in order to perform the necessary checks and evaluations.

Only one project may be submitted per applicant, on pain of inadmissibility.

6. CO-FINANCING AMOUNT

The amount of funding available under the call **for 2018 is 207,000€**, for the *C.2 Support for audio-visual productions* activity line.

The co-financing amount granted to each beneficiary cannot be over **€40,000.00 and cannot cover more than 50% of admissible costs.**

Regulation 651/2014 sets out a list of categories of contributions compatible with the internal market and in application of article 107 and 108 of the treaty. According to article 1 to 12 and art. 54 "Regulations of contributions to audiovisual works", the regulation was communicated to the European Commission and the summary of information regarding the extent of contributions was approved.

The aid consists in a capital contribution against admissible expenses relating to the audio-visual project for which co-financing was requested.

Applicants for documentary films prevalently filmed in Tuscany undertake to invest in the Tuscan territory **at least 100% of the contribution** granted on pain of its revocation.

Admissible expenses:

For "**documentaries prevalently filmed in Tuscany**" by non-Tuscan applicants (as set out in a) and b) of art. 5), the following expenses are admissible if **sustained within the regional territory**:

- Hospitality.
- Wages for technical and skilled personnel who are resident and/or domiciled in Tuscany and duly enrolled on the Toscana Film Commission's Production Guide.

- Restaurant, lunches and catering.
- Production space (offices) leasing.
- Use of public space permits.
- Permits and authorizations.
- Vehicle and production equipment hire.
- Material hire for wardrobe, set and technical department.
- Audio and video post-production services.

For "**documentaries filmed outside or prevalently outside the Tuscan territory**", by Tuscan authors and/or producers, and for "**documentaries prevalently filmed in Tuscany by Tuscan economic operators**"(as set out at c) in art. 5) the following expenses are admissible:

- Hospitality.
- Wages for technical and skilled personnel who are resident and/or domiciled in Tuscany and duly enrolled on the Toscana Film Commission's Production Guide.
- Restaurant, lunches and catering.
- Production space (offices) leasing.
- Use of public space permits.
- Permits and authorizations.
- Vehicle and production equipment hire.
- Material hire for wardrobe, set and technical department.
- Audio and video post-production services.

VAT (value added tax) is not included when calculating admissible expenses with the exclusion of the non-deductibility cases - set out by D.p.r. 633/72 and later modifications and integrations - that will have to be accompanied by self-certification and receipt of the amount to be granted.

Inadmissible expenses:

The following expenses as well as those made before January 1, 2018 are not admissible for either type of documentary:

- Wages for minor roles, special appearances or extras.
- Telecommunications expenses.
- Fuel, mileage or motorway tolls.
- Purchase of durable goods.
- Costs for damages and indemnities.
- General expenses and producer fees.

7. TERMS AND METHODS FOR PRESENTING PROJECTS

Applications for the Call must exclusively use the forms available in the Candidate Dossier that can be downloaded from the website www.toscanafilmcommission.it, **on pain of exclusion**.

The **Candidate Dossier** is composed of three forms and relevant attachments all of them integral and substantial parts of the funding application.

1) FORM I – including Application and relevant Attachments named as follows:

Mandatory attachments:

- copy of a valid identity document of the legal representative;
- copy of a chambers of commerce certificate, or equivalent, issued by the chambers of commerce (for Italian economic operators) or equivalent competent body for the territory (for international operators);
- script and/or outline of the work;
- CV of the requesting company and all persons involved in production (listing any coproductions or executive productions);
- author's CV;
- copy of any contracts or letters of interest signed with the artistic cast, accompanied by their CVs;
- production schedule (PDL) that will be confirmed and made final when drawing up the convention described in paragraph 11.

Mandatory attachments in case of co-productions, national and international contributions, distribution agreements:

- copy of any contracts or coproduction agreements;
- documents attesting to other national and international funding granted;
- copy of any contracts with film distributors and/or broadcasters;

2) FORM II – Production Form

3) FORM III – Production data (made up of cover and four sections)

For European productions, all material must be drafted in English or in Italian.

The request must be submitted within 30 days of publication of the Call on the www.toscanafilmcommission.it website.

Requests may be presented by the following methods:

- send **by email** to the certified email address: fondazionesistematoscana@pec.it marked as *Call for the support for the production of documentaries*, by midnight (24.00) on the date established as the final deadline for presenting applications.
- Only for non Italian productions it is possible to send the original, signed hard copy of all documents, addressed as *Call for the support for the production of documentaries*, by letter with recorded delivery to the following address: **FST- Toscana Film Commission, Via San Gallo, 25, 50129 Firenze – Italia** will also be necessary a copy by email to: staff@toscanafilmcommission.it. The registered mail will have to be sent within the call deadline and the postmark on it will be considered as its date.

Any requests submitted **before** publication or **after** the deadline for the Call will not be accepted.

Form III - Production data - as well as being presented in .pdf format, must also be delivered in excel (.xls) format, ensuring that the data contained in the two formats match perfectly.

However the PDF format will be taken as authentic for the correct drawing up of the application (see article 9).

8. PM, ADMISSIBILITY CHECKS AND SELECTION PROCEDURES

For the purposes of this call, the Procedure Manager (PM) as required under Law no. 241/1990 on administrative procedures in public authorities, is Ms. Stefania Ippoliti, Media and Cinema Manager at the FST, who will formally appoint the board responsible for checking the applications received, as well as the evaluation commission composed of five members, **within 5 days** of the deadline for submitting applications. The commission is composed of three members appointed by each of the institutions who

signed the APQ *Sensi Contemporanei Toscana per il Cinema* (MiBACT_DGC; ACT; Tuscany Region Culture and Research Directorate); one member will represent the TFC, and a sector professional will be appointed by the FST subject to approval by the APQ Coordination Committee.

Within 20 working days of appointment, the board supporting the RUP will conclude its work on the applications submitted before the deadlines established, checking that they do not fall under the exclusion criteria specifically indicated in this Call at article 9 *Exclusion criteria*. Once completed, the RUP will provide the evaluation commission with a list of applications received, a list of those excluded - indicating the motivations for exclusion - and those to be evaluated.

Applicants whose candidature is excluded will be informed in writing by certified email.

The evaluation commission will draw up a calendar of interviews for the authors and producers of each application admitted. This calendar will be published on the www.toscanafilmcommission.it website, and applicants will receive a formal convocation with the date and time of their interview by certified email. The interview, to be held in Florence at the FST offices in Via San Gallo 25, will allow authors and producers to illustrate the characteristics, purposes and objectives of the audio-visual projects presented, and the Commission to request any clarifications necessary.

After the interviews are completed, the commission, using the information acquired, will proceed to evaluate the merit of each project and assign it a score.

Applications with a score of 60/100 or over will receive financing.

9. EXCLUSION CRITERIA

Applications which:

- miss one or more elements in the *Candidate Dossier* or are filled in without using the relevant forms;
- do not meet one or more of the admissibility requirements set out in art.5;
- do not include all the forms and documentation required;
- are submitted before the publication of the Call or after its deadline;
- the same applicant submits more than once.

10. ASSESSMENT CRITERIA

The specific elements on which the evaluation will be based are set out in the tables below.

Table A: valid only for projects prevalently filmed in Tuscany.

Table B: valid for projects filmed outside or prevalently outside Tuscany by Tuscan production companies and/or authors.

For documentaries prevalently filmed in Tuscany

TABLE A

<i>OBJECTIVES</i>	<i>CRITERIA</i>	<i>DESCRIPTION</i>	<i>SCORE</i>	
1. PROJECT QUALITY			30	
Promoting and supporting original and high quality documentaries that valorise the characteristic features of the Tuscan territory	1.1	Project originality	<ul style="list-style-type: none"> - Originality of the theme, also in relation to social purposes. - Originality of the point of view proposed by the author when handling the theme. - Originality of the use of narrative languages and techniques used. - Originality of the narrative in relation to stereotypical descriptions of Tuscany. 	up to 15
	1.2	Quality of the outline/script	<ul style="list-style-type: none"> - Solidity of the narrative structure - Consistency of the plot - Quality of writing (accuracy) - Potential for attracting interest on the international market 	up to 15
2. APPLICANTS AND PROJECT TEAM			30	
Promote and support professionals in the audio-visual sector	2.1	Author's CV	Author's training and education Author's professional career in terms of: <ul style="list-style-type: none"> - number and quality of audio-visual works produced - quality and size of circulation - awards and prizes received 	15
	2.2	Profile and CV of the production company and works produced in the last 5 years	Number and quality of works produced in the last 5 years Quality and size of their distribution in Italy and abroad Awards and prizes received	15
3. ECONOMIC AND CULTURAL IMPACT ON THE TERRITORY			40	
Increase the economic impact in the territory; boost growth in Tuscan businesses; support works with a high degree of production feasibility and potential for distribution; encourage the production of reality cinema with an international view	3.1	Number of professionals resident and/or domiciled in Tuscany: crew	Number of professionals resident and/or domiciled in Tuscany for at least 6 months and enrolled in the TFC Production Guide	up to 5
	3.2.	Solidity of the financial plan	Documentary financing methods indicated by the production company, in terms of: <ul style="list-style-type: none"> - number and diversity of financial backers - percentage of public/private sector backing - letters of intent and co-production contracts with local, national or international backers 	up to 6
	3.3	Coherence of the budget	Coherence of the expense items in the budget	up to 5
	3.4	Project feasibility	Congruence of estimated expenses: assessment of the budget and financial plan in relation to the real feasibility of the audio-visual project	up to 2
	3.5	Involvement of Tuscan	Number of economic operators based in Tuscany during the pre-production, production and post-production phases	up to 4

		economic operators:		
	3.6	Direct economic impact on the territory	Spending in the territory in relation to the contribution requested	up to 4
	3.7	Tuscan producer, co-producer or author	Tuscan producer Tuscan co-producer Tuscan author	up to 3
	3.8	Distribution strategy	Distribution strategy in terms of: - participation in national and international festivals - screening in cinemas and independent circuits - special screenings - audience creation and engagement - distribution contracts or agreements, including international	up to 5
	3.9	Duration of production activities in Tuscany	Weeks/days of work in Tuscany (pre-production, filming and post-production).	up to 6

For projects filmed outside or prevalently outside Tuscany by Tuscan production companies and/or authors.

TABLE B

OBJECTIVES	CRITERIA	DESCRIPTION	SCORE
1. PROJECT QUALITY			43
Promote and support original and high quality documentaries	1.1	Project originality - Originality of the theme, also in relation to social purposes. - Originality of the point of view proposed by the author when handling the theme. - Originality of the use of narrative languages and techniques used. - Originality of the narrative in relation to stereotypical descriptions of Tuscany.	up to 23
	1.2	Quality of the outline/script - Solidity of the narrative structure - Consistency of the plot - Quality of writing (accuracy) - Potential for attracting interest on the international market	up to 20
2. APPLICANTS AND PROJECT TEAM			30
Promote and support professionals in the audio-visual sector; valorise	2.1	Author's CV Author's training and education Author's professional career in terms of: - number and quality of audio-visual works produced - quality and size of circulation - awards and prizes received	15

Tuscan creative authors	2.2	Profile and CV of the production company and works produced in the last 5 years	- Number and quality of works produced in the last 5 years - Quality and size of their distribution in Italy and abroad - Awards and prizes received	15
3. ECONOMIC AND CULTURAL IMPACT ON THE TERRITORY				27
Boost growth in Tuscan businesses; support works with a high degree of production feasibility and potential for distribution; encourage the production of reality cinema with an international view	3.1	Solidity of the financial plan	Documentary financing methods indicated by the production company, in terms of: - number and diversity of financial backers - percentage of public/private sector backing - letters of intent and co-production contracts with local, national or international backers	up to 10
	3.2	Coherence of the budget	Coherence of the expense items in the budget	up to 8
	3.3	Project feasibility	Congruence of estimated expenses: assessment of the budget and financial plan in relation to the real feasibility of the audio-visual project	up to 2
	3.4	Distribution strategy	Distribution strategy in terms of: - participation in national and international festivals - screening in cinemas and independent circuits - special screenings - audience creation and engagement - distribution contracts or agreements, including international	up to 7

11. NOTIFICATION OF THE RESULT OF THE APPLICATION AND AWARDING THE GRANT

Based on the results of the project evaluations, **within a maximum of 4 months** from the closure of the Call, the FST/TFC will notify the beneficiaries selected of the results of the evaluation by certified email, and the rankings will be published on www.toscanafilmcommission.it.

Within **50 working days** of publishing the rankings, co-financing agreements will be signed with the beneficiaries. In any case, before proceeding to sign the agreement, each beneficiary must inform the FST/TFC of any changes to the project since the application was submitted, by sending appropriate documents illustrating the changes, or certifying that no changes have taken place.

Any modifications will be shared by the FST/TFC with the Technical Department of the *Sensi Contemporanei* programme. If the characteristics of the original project have changed significantly (in terms of quantity or quality, also with reference to the requirements used to assign a score), the Technical Department will forward the documents to the Steering Committee responsible for managing and overseeing the APQ². The Committee will evaluate whether the project continues to meet the requirements, also in terms of the work's production feasibility, and reserves the right to revise or revoke the co-financing granted should the project be deemed unrealizable.

²The Committee operates under the *Sensi Contemporanei Toscana per il Cinema APQ*, which is the financial instrument for the projects selected as part of this call.

According to the present Call the FST/TFC will then sign the agreements drawn up to regulate the reciprocal obligations, financing and reporting methods, which will include drafting reports and assessment forms designed to measure the impact of producing the audio-visual works on the territory.

12. BENEFICIARY OBLIGATIONS

On pain of revocation, beneficiaries must:

- guarantee, in the case of projects prevalently filmed in Tuscany, to invest at least the equivalent of 100% of the funding granted in the territory;
- inform the FST/TFC of any changes to the production project originally submitted, at any stage of producing the audio-visual work, **by sending via certified email** (except for non-EU beneficiaries) documents illustrating the changes;
- submit, before signing the agreement, the actual filming schedule (PDL) indicating in detail the finalised locations to be used in Tuscany;
- inform the FST/TFC by certified email when filming actually begins;
- present, during the reporting phase, a detailed and finalised list of the technical and artistic personnel working in the regional territory, clearly indicating those with residence and/or tax domicile in Tuscany;
- submit, during the reporting phase, a detailed and finalised list of the suppliers of goods and services based in Tuscany;
- complete all filming for the audio-visual project within 12 months of signing the agreement, while the reporting, impact analysis and delivery of samples of the audio-visual work must be submitted to the FST within 20 months of signing the agreement. Nonetheless, a **single** extension of the deadline may be requested at least 30 working days prior to the term set for completing the project, at the discretion of the FST. The request for extension must illustrate that the beneficiary of the funding is not responsible for the failure to meet the original project deadline;
- guarantee that the series of logos provided by the FST/TFC appear in the opening credits;
- guarantee that the logos provided by the FST/TFC appear in all communications, promotional and/or advertising material, even after the project has been released to the market;
- deliver 3 sample copies of the audio-visual work produced to the FST/TFC before the agreement expires;
- organise a screening of the film in the regional territory, with the attendance of the author or main actors;
- deliver to the FST/TFC free of charge, together with all rights to use, 5 photographs of the set, in electronic format, chosen by the FST/TFC, for communications, educational and promotional use, including on the web, by the institutions participating in the APQ
- deliver a maximum of 3 minutes of filming from the audio-visual work, chosen by the FST/TFC, for communications, educational and promotional use by the institutions participating in the APQ;
- deliver to the FST/TFC, during the reporting phase, all the accounting documents requested, including the impact analysis.
- organize the preview of the documentary film, at the presence of the author, in Tuscany at *La Compagnia*, the Home of Cinema and Tuscany Festivals within the Programme *Sensi Contemporanei Toscana per il Cinema*, on a date and conditions previously agreed upon with FST/TFC.
- Organize an audience development activity, previously agreed upon with FST/TFC, within the FST project of Cinema Literacy, named *Lanterne Magiche* that focuses on education to films and to cinematic language and is targeted at teachers and students of Tuscan schools of all levels.

13. FUNDING METHODS

The funding granted will be provided, following assessment by the FST/TFC, as follows:

- **first payment:** 70% to be paid on signing the agreement including the Production Schedule as indicated in art.11 and 12
- **balance:** 30% on completion of the project and receipt of the final reports, to be submitted within a maximum of 20 months from signing the agreement.

The expenses met are admitted only if:

- they can be ascribed to and are met exclusively by the Beneficiary;
- they were met between January 1, 2018 and the conclusion of the project and/or within the date of submission of the financial reporting;
- they are documented, already met and traceable (expenses paid by cash will not be recognized as admissible; credit cards/ATM cards must be in the Beneficiary's name, with proxy to the Beneficiary's legal representative or employee);
- they are targeted to the realization of the project and ascribable to the expense items listed in the application;
- not funded by any other grant obtained to cover the same expenses.

Beneficiaries will have to fill in the “financial reporting matrix” (provided when underwriting the convention) including all the expenses met to complete the work and corresponding to the industrial cost of realization of the audiovisual product.

If, during the reporting phase, the total cost of the audio-visual project and spending in the territory is found to be less than the original forecast, the funding will be adapted proportionally.

14. REVOCATION OF FUNDING

The funding granted will be revoked in the following cases:

- express renunciation by the beneficiary, to be communicated to the FST/TFC by certified email;
- in all cases where the beneficiaries fail to comply with the terms expressly set out in the Call and the subsequent agreement;
- in all cases where the documents submitted and/or the checks performed show that the beneficiaries presented false, incorrect or incomplete information;
- loss of the admissibility requirements as described in paragraph 5;
- if the Company is placed into liquidation, or no longer meets the admissibility requirements for the Call;
- if the audio-visual project is not completed within the deadline established;
- when the investments made in the regional territory amount to less than 100% of the funding granted to documentary film projects filmed mainly in Tuscany.

15. WHO TO CONTACT FOR INFORMATION

For further information, please contact:

Toscana Film Commission

tel. +39 0552719035

email: staff@toscanafilmcommission.it