



**New Zealand  
FILM COMMISSION**



Te Tumu Whakaata Taonga

# **New Zealand Film Commission Feature Film Finishing Grant – Guidelines for Applicants**

May 2017

---

We encourage you to read these guidelines carefully as they are intended to help you deliver the strongest application possible. Please also read the relevant information sheets on our website.

Please get in touch well before making a formal application for funding, as we can offer helpful advice and guidance.

---



## Introduction

Our job at the New Zealand Film Commission (NZFC) is ensuring New Zealand has a successful screen industry. A big part of this is helping exciting ideas become great films.

We want to see more films that are culturally significant, amazing, original and exciting. We're looking to support diversity – a range of budgets, genres and audience appeal.

If you need help getting your independent feature film over the finishing line, we may be able to help.

## Feature Film Finishing Grant overview

This grant is designed to help independent filmmakers take their feature film (fiction or documentary) through the final stages of post-production and onto cinema screens. By independent, we mean films made without NZFC funding. The grant is not available to films that have received NZFC funding or any other significant government funding.

The Feature Film Finishing Grant is available for feature-length fiction films or documentaries (at least 80 minutes) requiring a theatrical digital finish (full HD or higher resolution).

We have a small annual pool of funding for this programme and will make individual grants of up to \$50,000 until the available funding has all been used. In exceptional circumstances we may be able to offer funding up to \$75,000. This higher level of grant is not available to films that have already received any other significant Government funding.

It's worth checking before you formally apply whether there are funds available for the amount you are likely to require.

### **The funding year runs 1 July – 30 June.**

You should only apply for actual and reasonable third party costs involved in finishing your film. Only cost incurred in New Zealand are eligible.

We'll consider the size of the grant in relation to the experience of your team, how the film aligns with the NZFC's planets, your distribution plans and prospects for the film.

Our funding is discretionary – that is, the NZFC chooses where best to apply the limited funding available.

Our decisions are final. The criteria we apply may change from time to time, but our decisions will be consistent with the New Zealand Film Commission Act 1978.





## We are here to help

These guidelines are intended to help you deliver the strongest application possible. If you have any questions, please contact our Film Materials Manager.

To contact us email [materials@nzfilm.co.nz](mailto:materials@nzfilm.co.nz) or phone 0800 659 754.

## Who can apply

New Zealand filmmakers or companies with a project that:

- Is an independently produced feature film or documentary
- Has no New Zealand Film Commission or other government funding
- Has a credible distribution plan for getting in front of audiences
- They hold intellectual property rights for.

To be eligible for funding, you must be a New Zealand citizen or permanent resident and your film must have significant New Zealand content. Read our *New Zealand Content information sheet* for more detail.

If the application is being made in the name of a company, it must be a New Zealand company; that is, the company must be incorporated and carrying out business in New Zealand, and its central management and control must be held by New Zealand citizens or permanent residents.

## When to apply for a Feature Film Finishing Grant

You can apply for a grant of up to \$50,000 if:

- your film is a feature length fiction film or documentary;
- you have a credible distribution plan for getting your film in front of audiences. See page 6 for more information; and
- you hold intellectual property rights in relation to your film. Please refer to the *Chain of Title information sheet* for further detail.

You should only apply for actual and reasonable costs involved in the final stages of post-production for your film. You must provide a detailed budget of intended costs. See page 6 for the items you may include in your budget. In exceptional circumstances, we may be able to offer funding up to \$75,000. Please contact the Film Materials Manager if you would like to discuss whether you might qualify for funding beyond the usual \$50,000 cap.





## What you can apply for

You can apply for a Feature Film Finishing Grant to cover:

- online edit/title creation
- colour grade
- sound editing ie. tracklaying
- final sound mixing
- music composition by New Zealand composers
- mastering, output time and materials
- master copies and a modest number of screening formats including hard drives (as appropriate to the project)
- Other costs at the NZFC's discretion only

We will not consider retrospective applications; that is, you cannot apply for funding to cover costs you have already incurred.

## What you cannot apply for

You cannot apply for a Feature Film Finishing Grant to cover:

- legal fees, accounting fees, re-shoots, stock footage, visual effects (SFX), music licensing, picture editing costs, cast and crew screenings;
- DVD or Blu-ray copies for cast and crew;
- website creation and maintenance costs;
- publicity and advertising (P&A) costs;
- film festival submission costs or screening fees;
- travel to attend film festivals
- costs not listed as qualifying or otherwise approved by the NZC

We will not consider retrospective applications; that is, you cannot apply for funding to cover costs you have already incurred.

## Other Options

If your film requires substantial post-production work beyond the Feature Finishing Film Grant cap, or that involves categories of spend that don't qualify for the FFFG (such as further shooting, offline editing, extensive sound editing, visual effects or music licensing/overseas composer, EPK or trailer creation), you may be eligible for NZFC Post-Production





Funding. There's more information on our website [www.nzfilm.co.nz/funding/feature-films/post-production-funding](http://www.nzfilm.co.nz/funding/feature-films/post-production-funding).

If you are looking for funding for publicity and advertising costs, your distributor should consider applying for a P&A Grant. There's more information on our website [www.nzfilm.co.nz/distribution/new-zealand/film-distribution-grants](http://www.nzfilm.co.nz/distribution/new-zealand/film-distribution-grants).

## How to apply

Complete the Feature Film Finishing Grant Application Form and Coversheet and provide all relevant information, as set out on the checklist. The application form and checklist is a pdf file so you will need to have the Adobe Acrobat programme loaded on your computer. Please double-check before you start filling in the form that you are working on a downloaded version that you can save, not just a 'preview' version.

It's important you provide as much information as you can to help us make a full and fair assessment. We are unable to consider incomplete applications.

Send your application electronically to [materials@nzfilm.co.nz](mailto:materials@nzfilm.co.nz).

## What we are looking for

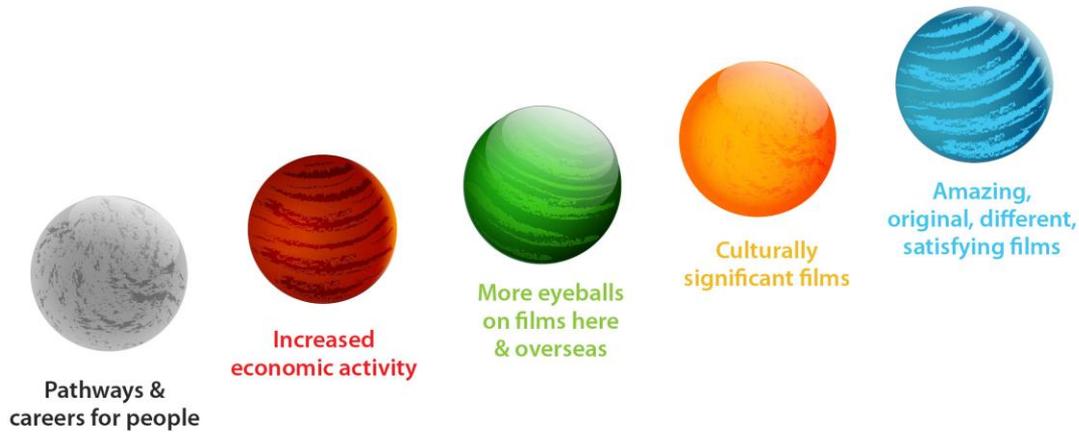
Keep in mind we read hundreds of applications every year. Your application needs to make the best case for your project.

When the NZFC considers any funding application, we think about how it fits into the bigger picture of our vision of a successful New Zealand film industry. To describe what a successful film industry would look like, we use the metaphor of 'lining up the planets' (see image below). Each planet represents an essential aspect of our vision; when the planets are aligned, we're getting it right.





The planets are not ‘tick-boxes’ – you don’t have to reference every one of them in your application, but it’s helpful for you to be aware of where we’re coming from.



We are also looking for your application to provide practical information that demonstrates you have what it takes to deliver your project successfully.

## What to include in your application

The table below sets out what you need to provide in your application and what we will consider as we assess your application.

What you need to provide	What we are looking for
<p><b>Creative material</b></p> <ul style="list-style-type: none"> <li>Two copies of the full fine cut edit of the film, on DVD or on-line screener with password.</li> </ul>	<ul style="list-style-type: none"> <li>Does the edit show the film has potential to be amazing, original, different, satisfying?</li> <li>Is the film culturally significant? Will it reflect New Zealand and New Zealanders?</li> <li>Does the story have cinematic appeal?</li> <li>What is the visual quality?</li> <li>Is the film likely to achieve commercial success, attracting more eyeballs to New Zealand film?</li> </ul>





What you need to provide	What we are looking for
<p><b>Key personnel</b></p> <ul style="list-style-type: none"><li>• Details of key cast and personnel attached to the film, including one-page CVs and a short bio.</li></ul>	<ul style="list-style-type: none"><li>• What is the track record and experience of the producer, director, writer and editor?</li><li>• Are they able to support the film into the market?</li><li>• What are the team's future plans; do they have other feature films in development?</li></ul>
<p><b>Rights and contracts</b></p> <ul style="list-style-type: none"><li>• Confirm you have secured the necessary rights. See our <i>Chain of Title information sheet</i>.</li><li>• Confirm you have appropriate contracts with all relevant cast and crew.</li></ul>	<ul style="list-style-type: none"><li>• Are all the necessary legal requirements in place?</li></ul>





What you need to provide	What we are looking for
<p><b>Distribution plan</b></p> <ul style="list-style-type: none"><li>• Confirmed arrangements with recognised distributors in New Zealand and potentially overseas; AND/OR</li><li>• A comprehensive self-distribution plan (including cinema bookings and festival invitations); AND/OR</li><li>• Selection for a prominent international film festival.</li><li>• Confirmed arrangements with a sales agent overseas.</li></ul>	<ul style="list-style-type: none"><li>• Does the plan reach a wide New Zealand audience? The wider the distribution of your film, the more likely you are to receive the full amount you have applied for.</li><li>• The level of funding you apply for should reflect the potential audience for your film – if you have been accepted into the NZIFF, but do not have a credible theatrical release scheduled, you are unlikely to receive the maximum funding amount. Please take this into account when making your application.</li><li>• To access a higher level of funding, you will have both a recognised New Zealand distributor attached <i>and</i> be accepted into Official Selection for the NZIFF and/or equivalent offshore film festival (Sundance, Berlinale, Tribeca, Melbourne, Cannes Film Festival, Pusan, Telluride, BFI London FF, Toronto, IDFA, Venice).</li><li>• Is the theatrical release credible? To be considered a general theatrical release, the film would be programmed for at least one session a day for seven consecutive days at any one cinema location (minimum of 5 locations in at least 2 main centres).</li><li>• Does this film have potential for overseas distribution?</li></ul>





What you need to provide	What we are looking for
<p><b>Budget</b></p> <ul style="list-style-type: none"><li>• Summary of costs to date.</li><li>• Estimated costs to complete and estimated final cost of the film.</li></ul> <p>You may apply for all costs associated with finishing the film so that it's able to be distributed including:</p> <ul style="list-style-type: none"><li>• online edit/title creation</li><li>• colour grade</li><li>• sound editing ie. tracklaying</li><li>• final sound mixing</li><li>• music composition by New Zealand composers</li><li>• mastering, output time and materials</li><li>• master copies and a modest number of screening formats including hard drives (as appropriate to the project)</li></ul>	<ul style="list-style-type: none"><li>• Is the budget relative to the likely size of the audience for the film?</li><li>• Is the budget realistic?</li><li>• Does it allow for all the costs for completing the film?</li></ul>





What you need to provide	What we are looking for
<p><b>Background</b></p> <ul style="list-style-type: none"><li>• Please list any other projects you as the applicant have in active development with the NZFC.</li><li>• If there are any outstanding reports or deliverables relating to those other projects or any other NZFC grants, loans or equity, they should be delivered before, or alongside, this application. Note that you may be considered ineligible for funding if you have outstanding reports or deliverables, or you are in breach of any contract with the NZFC.</li></ul>	<ul style="list-style-type: none"><li>• What is your background with the NZFC?</li><li>• What's happened as a result of our previous support? To be accountable for the taxpayers' money entrusted to us, we have to be able to verify what has happened as a result of any loan/grant.</li></ul>

## What happens to your application

Once all relevant information is provided and the application is confirmed by NZFC as being eligible, you will be advised of our decision within six weeks. Decisions will be made by the Head of Marketing, and Film Materials Manager in consultation with the CEO.

## Next steps

If your application is successful, you will be asked to sign a funding agreement which will include conditions as set out below.

### Releases

You must declare that there are contracts in place with all relevant cast, crew and rights owners sufficient to allow the theatrical release of the film.

### Credits

NZFC assistance must be acknowledged where possible and appropriate at screenings and in the media. You will also need to credit the NZFC in the end credits as follows:

“Completed with the assistance of a Feature Film Finishing Grant from the New Zealand Film Commission.” We may also require the combined NZFC and Lotteries still logo at the end of your credits.



  
**Reporting**

You must deliver a short report within six months of the film's release detailing how the funding was spent and how the film's release has gone. It is important to note that if you don't meet your commitment to report, you may rule yourself out of further funding from NZFC.

**Archive copies**

Your budgeted deliverables must include two DVD copies of the completed film for NZFC archival purposes. These need to be delivered to the NZFC on completion of post-production.

---

A final reminder that if you have any questions please contact us by email [materials@nzfilm.co.nz](mailto:materials@nzfilm.co.nz) or phone 0800 659 754.

---

