



**New Zealand  
FILM COMMISSION**



Te Tumu Whakaata Taonga

# New Zealand Film Commission Te Tumu Whakaata Taonga

## **STRATEGIC TRAINING FUND** Guidelines for Applicants

September 2020

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You are encouraged to read these guidelines carefully as they are intended to help you deliver the strongest application possible.

Please feel free to get in touch before making an application, as we can offer helpful advice and guidance. You may email [talentdev@nzfilm.co.nz](mailto:talentdev@nzfilm.co.nz).

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**Please also refer to the NZFC COVID-19 Policy**



## Introduction

Over the past two years, Te Tumu Whaakata Taonga | New Zealand Film Commission (NZFC) has invested approximately \$1.3m through the Strategic Training Fund into training and skills development. This has been in strategic partnership with screen sector guilds, industry organisations and industry training providers to deliver industry level training and development programmes that are holistic, developmental and progressive in their approach.

The Strategic Training Fund is available for programmes that are aimed at the above the line roles of producers, directors, actors and writers.

**This funding is available for programmes that run from January 2021 to June 2021. Applications for programmes from July 2021 – June 2022 will be called for in March 2021.**

**Your application must be completed online [through the NZFC's application portal](#). Please see the NZFC website for application and decision deadlines.**

## Strategic Training Funding overview

The Strategic Training Fund fits within the NZFC's vision to champion exceptional storytellers to create enduring taonga for Aotearoa, and the NZFC's mission to empower and attract distinctive and diverse screen productions for all audiences.

Successful applicants will be expected to work closely with the NZFC's Talent Development team on the ongoing development of the programmes and the identification of talent. These programmes should target a mix of new, emerging, mid-career and/or established talent as per the [NZFC talent level criteria definition](#). The NZFC is keen to receive programmes of training that are available across the country that meet the needs of from the various regions and demographics. The NZFC commits to providing opportunities for Tangata Whenua and those from a diverse and/or underrepresented community.


## We are here to help

These guidelines are intended to help you deliver the strongest application possible. You are welcome to discuss your application and proposed programmes with the NZFC's Talent Development team, but please note we cannot read your application prior to submission. Contact us via email [talentdev@nzfilm.co.nz](mailto:talentdev@nzfilm.co.nz)

## Who can apply

To be eligible for Strategic Training Funding, applicants must be screen sector organisations, companies and/or collectives that are registered in New Zealand.

You cannot apply for Strategic Training Funding if you have any overdue contractual or reporting obligations to the NZFC.





## What you can apply for

The Strategic Training Fund is a contestable fund of up to \$200,000 in total and is available for programmes that run from January 2021 to June 2021.

Applications for programmes from July 2021 – June 2022 will be called for in March 2021.

Applicants may apply to the Strategic Training Fund for:

- Bespoke programmes of talent development that includes (*but not limited to*):
  - Industry skills development;
  - Development Labs (writers, directors, producers, actors);
  - Mentoring programmes;
  - Industry events;
- Essential operational running and delivery costs of the proposed programmes.

Applications from across New Zealand that cater for specific regional developmental needs and requirements are encouraged.

*The NZFC reserves the right to provide one-off funding throughout the year for dedicated programmes that address specific industry skills shortages and diversity.*

## Assessment Criteria

Your application will be assessed against the following criteria:


1. Evidence of need for the proposed programme(s) as presented in your proposal.
2. Track record of the organisation and/or individuals involved ability to deliver the highest quality of talent development/training.
3. Who the services and programmes are targeted at (new, emerging, mid-career and/or established level talent).
4. Whether there is there collaboration with other industry organisations.
5. If the proposed programme(s) is accessible across New Zealand and/or online. For example: Is the programme supporting the development of talent based outside Auckland and Wellington?
6. How the proposal fulfils the following NZFC goals:
  - To activate high impact, authentic and culturally significant screen stories
  - To facilitate dynamic pathways for outstanding people, projects and businesses.


## Te Rautaki Māori

The NZFC's commitment to Tangata Whenua under [Te Rautaki](#) is to work in partnership with Māori to better support the development and progression of Māori talent.

## Diversity, inclusion and equality

The NZFC is committed to providing opportunities and support for women and those from diverse and/or underrepresented communities.





Funding decisions through the Strategic Training Fund will reflect these commitments. When assessing your application, the NZFC will consider:

- Is the organisation or development programme focused on supporting the development of Māori talent?
- Is the organisation or development programme focused on supporting female and gender diverse filmmakers?
- Is the organisation or development programme focused on supporting talent from a diverse and/or underrepresented community?

## How to apply

### Strategic Training Funding has a two-stage application process:

#### Stage One – Expressions of interest

The NZFC invites expressions of interest from New Zealand screen sector industry organisations, guilds, filmmaking collectives and training providers interested in delivering training and talent development programmes that meet the assessment criteria. A note of interest is no more than a two-page (doubled sided A4) document.

These applications will be submitted via the online portal.

The NZFC Talent Development Team will make a short list selection based on the above assessment criteria and request full proposals from these short-listed applicants.

## Application checklist

The checklist below sets out what must be included in your application:

#### Stage One – Expressions of Interest (*Double sided A4*)

- Overview of the types of training/ development being proposed
- Who the training/development is targeted at, including both the roles within the industry and the proposed demographics of the participants
- Estimated overall budget of the complete programme
- Short biography of organisation/ individuals leading the training with links to a website if available
- Dates of proposed training

#### Stage Two – Full Proposals

- A short history of the organisation (*no more than half an A4 page*)
- A full breakdown of how the proposal meets the assessment criteria (*up to 5 x double sided A4*)
- A detailed budget including any other investment and income
- A full schedule of activity and key events
- A list of any partnerships with written confirmation from the partners





## What happens to your proposal

This fund will be assessed in two stages (*Expressions of interest, followed by an invitation to submit a full proposal*).

When your expressions of interest application is received, it will be checked for eligibility. All eligible applications will be reviewed by the NZFC's Talent Development team and a short list of applicants will then be invited to submit a full proposal.

Full proposals will be assessed by the NZFC's Talent Development team with recommendations made to the NZFC's Head of Talent Development and CEO, who will make the final decision.

All the information included in your application, as well as any conversations regarding your application, will be considered. If more information is needed from you, we will let you know as soon as possible.

Funding is discretionary – that is, the NZFC chooses where best to apply the limited funding available. Decisions are final. The criteria applied may change from time to time, but decisions will be consistent with these guidelines and the New Zealand Film Commission Act 1978.

**Final funding decisions will be made within four weeks from the closing date of Stage Two (full proposal) applications.**

The NZFC will use reasonable efforts to maintain the confidentiality of the information provided by the applicant. Please note that any information you provide to the NZFC is subject to Official Information Act 1982 (OIA) requests. In processing a request under the OIA, the NZFC will consult with the relevant applicant prior to making a decision to release or withhold any information.

## Next steps

If your application is successful, you will be required to enter into a funding agreement with the NZFC. You will receive a letter from the NZFC detailing the offer for funding and outlining any conditions. No payments will be made until you have entered into a funding agreement.

If your application is unsuccessful, you will be notified via the online application portal.

## Dates for Strategic Training Funding

**Please refer to website for dates of the following:**

- Stage One open for expressions of interest
- Stage One deadline
- Deadline for full proposals
- Funding decisions announced

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If you have any questions please contact our Talent Development team by email [talentdev@nzfilm.co.nz](mailto:talentdev@nzfilm.co.nz).

