

BOOST FUNDING SUBMISSION CHECKLIST

This information sheet lists the documentation for Boost Funding that is required for submission. The required documentation must be provided in order to be eligible (unless otherwise specified).

Please make sure that you have read the **Boost Funding Guidelines** published on the [NZFC website](#).

APPLICANT AND CONTENT ELIGIBILITY

- Applicant must be a New Zealand citizen or permanent resident;
- Applicant must have a slate of up to four projects in the eligible formats (feature films, series/television, VR/Interactive/Games), with at least one long form project that would be described as being in 'advanced development' in accordance with the Boost Funding Guidelines;
- Applicant holds or shares all rights required to develop, produce and distribute (in all media, worldwide and in perpetuity), all projects on the slate;
- Applicant must either:
 - Be able to demonstrate that they have at least two 'produced by' credit on any of the following: a dramatic feature film that has been released theatrically or on a premium SVOD service (such as Netflix, Amazon Prime); a New Zealand scripted primetime free-to-air TV production; or a scripted series drama broadcast on a premium SVOD service or primetime free-to-air TV and with an existing slate of projects in development and/or production;

OR

- Be an established successful screen business, which has been active in the screen industry for more than five years with demonstrable experience producing screen content in one or more of the eligible formats from development through to delivery, and has an existing slate of projects in development and/or production, and is a New Zealand company (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);
- All projects on the slate have, or will have, 'significant New Zealand content' as defined by the New Zealand Film Commission Act 1978;



- Applicant should not have any overdue contractual or reporting obligations to the NZFC;
- If already receiving Boost, Boost Up or He Ara funding, the applicant should not have any remaining contractual obligations including reports awaiting approval by NZFC;
- Applicant should not have been awarded He Ara funding within the 2021/22 financial year;
And
- Applicant has submitted all required information and documentation as outlined in this Submission Checklist and the *Boost Funding Guidelines*.

INFORMATION REQUIRED

PROJECT IN ADVANCED DEVELOPMENT

Supporting information for the project that is considered in **advanced development** including:

- Synopsis
- Advanced script (drama) / advanced treatment (documentary) / series bible or outline / game design document
- Producer's statement on advanced development stage
- Key creatives attached
- Development history
- Intended audience
- Market partners (if attached)
- Proposed finance plan
- Timeline

LEAD PROJECT

Supporting information for the **lead project** (if lead project is not also the project in advanced development)

- Synopsis
- Key creatives attached
- Development history
- Intended audience
- Development timeline
- Market partners (if attached)
- Proposed financial strategy





<p style="text-align: center; font-weight: bold;">SLATE</p>	<ul style="list-style-type: none"> □ Brief creative summary and project history (including any prior or current NZFC or other funding) of additional existing projects on your current slate (for a total slate including the lead and advanced project of no more than four). □ If applicable to your slate, provide details of consultation, engagement with or inclusion of Māori creative/s, Māori advisor/s and where applicable hapū and/or Iwi across the production to ensure authentic stories and representation especially those with Māori content. □ If applicable to your slate, provide details of consultation, engagement with or inclusion of underrepresented communities to ensure authentic stories and representation.
<p style="text-align: center; font-weight: bold;">TRACK RECORD AND EXPERTISE OF KEY BUSINESS PERSONNEL</p>	<ul style="list-style-type: none"> □ Profile of your company including a history of past performance as well as the present position in the screen industry □ Your brief biography and recent screen credits, and brief details of success of previous productions (e.g. gross box office, ratings, A-List festival selections, awards, international sales, platform presence) □ Brief biographies of key business personnel or team members (if applicable) □ Brief details of up to three key strategic business relationships including financiers and market partners. □ Describe the team’s track record or expertise in involving those from a an underrepresented community). □ Describe the team’s track record or expertise in involving Māori creative collaborators or key personnel?
<p style="text-align: center; font-weight: bold;">STRENGTH OF THE BUSINESS MODEL</p>	<ul style="list-style-type: none"> □ A brief overview of your current business model (SWOT analysis) □ An overview of your strategy moving forward, including what will enable you to work under COVID-19 restrictions. □ Describe proposed Key Performance Indicators (KPI) and the delivery timeline. □ A completed <i>Boost budget template</i> to clearly show how NZFC funding will be spent against your KPI. If applicable, include projected income you will receive from other funding sources (e.g. other investors) in a separate column. Please refer to the “Costs you can apply” section in the Boost Funding Guidelines. □ Explain how you have taken into consideration the potential impacts of COVID-19 restrictions in your planning, timelines and budget (if applicable).

