



FOR OFFICE USE ONLY	
Application received on: ____ / ____ / 2024	Application Reference Number: SSS ____ / 24 / ____

# SCREEN SUPPORT SCHEME – PRODUCTION

## STRAND 3: SHORT FILM

### APPLICATION FORM

Name of Applicant

Title of Application

Date of Application submission

Total Amount Requested

(Maximum amount that can be requested under this Fund is Euro 20,000. Applicants may request up to 100% of the project expenditure)

Reference Number

Project Title

\_\_\_\_\_

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## 1. GENERAL INFORMATION

### 1.1 Project type

Tick where applicable

- Fiction
- Animation
- Documentary

### 1.2 The proposal must satisfy at least one of the following:

Tick where applicable:

- Producer/s is a Maltese citizen or holds a permanent residence status in Malta
- Writer/s is a Maltese citizen or holds a permanent residence status in Malta
- Director/s is a Maltese citizen or holds a permanent residence status in Malta

### 1.3 Cultural Test

Download the form that needs to be filled in by clicking [here](#)

Fill it in

+ upload the Cultural Test.

### 1.4 It is being confirmed that the independent audiovisual entity is a Small-Medium Enterprise

### 1.5 Project Description Summary

Provide a summary of the project description in not more than 150 words. Should the proposal be awarded funding, this description will be featured on Arts Council Malta's website.

### 1.6 Did you ever benefit from public funds?

Yes

No

### 1.7 If yes, kindly specify the name/s and dates of the funds awarded in the past three years.



1.8 Will the project include expenses that are eligible to an Access Support?

Yes

No

1.9 If yes, kindly justify how the proposal will benefit from this support. Please indicate the amount of this cost. When filling in the budget section, kindly include this expense in the budget section. In the Income section, kindly include the amount of Access Support requested, this may not exceed €2,000.

1.10 Optional Documentation

+ Add files

TEMPLATE



## 2. TIME FRAME

2.1 Provide details regarding the key milestones and timeframes to fulfil project.

Start Date    \_\_\_/\_\_\_/\_\_\_                      (Eligible timeframe 22/11/2024 – 22/11/2029)  
End Date     \_\_\_/\_\_\_/\_\_\_

Step 1: _____ From: ___/___/___ to ___/___/___ Description:  
Step 2: _____ From: ___/___/___ to ___/___/___ Description:  (Add steps as required)

Optional Documentation: + Add files
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### 3. Profiles

Profile 1	Name	_____
	Role	_____
	Bio Note	_____
	Bio	Insert Bio of Profile 1

Add Profiles as required

Mentor Will the project require a Mentor?  Yes  No

- It is being declared that at least one directorship or the majority shareholding of the juridical entity is ultimately held by Maltese citizens or persons who hold a permanent residence status in Malta.
- It is being declared that the applying Audio-visual entity is in possession of a complete chain of title. The chain of title documents shall be required only if the project is supported and prior to the signing of the support agreement. If the chain of title is incomplete, ACM will have the right to withdraw any support given.
- It is being declared that the applicant does not qualify as an undertaking in difficulty as defined in the guidelines and regulations.

I hereby declare that to my knowledge I, the shareholders or persons having powers of representation or decision-making in the applicant audiovisual entity:

- have not been convicted by final judgement of any of the following offences: participation in a criminal organisation, corruption, fraud, money laundering, child labour, human trafficking;
- are not in a situation of bankruptcy, liquidation, termination of activity, insolvency or arrangement with creditors or any like situation arising from a procedure of the same kind, or subject to a procedure of the same kind; or
- have not been convicted by final judgement of serious professional misconduct or any other offence relating to professional integrity.

#### 4. Criteria

##### Criterion 1: Concept (45 marks)

This criterion considers the quality, strength and originality of the concept and script/treatment and the potential to reach both national and international audiences. The following points will be assessed:

- Concept and script/treatment show originality (theme, perspective, visual approach); (15 marks)
- Vision and style; (15 marks)
- Strong proposal with potential to reach both national and international audiences. (15 marks)

##### Criterion 2: Project Management (15 marks)

This criterion considers the level of commitment and preparation prior to the proposal as well as the proposed plan to deliver and achieve the aims targeted. The following points will be assessed:

- The relevant experience of the creative team (including at international level); (5 marks)
- The production capacity and willingness to successfully produce the proposed work; (5 marks)
- Financial and legal reputation of the creative team. (5 marks)

##### Criterion 3: Audience Engagement and Circulation Potential (25 marks)

This criterion considers the engagement and the development of established and new audiences. Engagement refers to the role, the nature of involvement, and the experience offered to the audience.

Circulation potential refers to potential for festival participation (and recognition) and international distribution, as well as the potential to stimulate interest from co-producers, festivals, markets, sales agents, distributors and/or broadcasters/platforms. The following points will be assessed:

- Define the target audiences and explain how these audiences will be reached. Provide an outline of the marketing, PR, and communications plan as deemed relevant to the proposed programme/s of activities. Explain the reasons for the chosen methods. (10 marks)
- Screening, Festival and Market potential; the level of distribution in different territories Letter(s) of interest from distributors and other industry players. (10 marks)
- Letter(s) of interest or signed contracts for co-development or co-production, if available. (5 marks).

##### Criterion 4: Budget and Financing plan (15 marks)

This criterion considers the quality and viability (industry standard) of the budget and the financing plan (where applicable). The following points will be assessed:

- Provide a clear budget breakdown including expenses directly related to the proposed work. (8 marks)
- Provide a financing plan (overall quality and viability of the financing strategy; level of confirmed financing - evidenced by signed agreements and/or letters of intent). (7 marks)

**Mandatory Documentation:**

- A copy of the VAT certificate of registration;
- The most recent good standing certificate of registration – This document is renewed annually by the Malta Business Registry and is proof of compliance;
- Copy of applicant (or applicant's majority shareholder or director)'s Maltese ID card, Maltese residence permit, Maltese citizenship certificate or Maltese passport;
- Bio notes of key contributors to the project;
- A declaration that the applicant does not qualify as an undertaking in difficulty as defined in these guidelines; Creative project package:
  - i. Logline
  - ii. Synopsis
  - iii. Script (advanced draft) / treatment in the case of creative documentary
  - iv. Writers' statement of intent (maximum 1 page)
  - v. Director's notes (maximum 1 page)
  - vi. Brief description of target audience and intended strategy at the end of the process (festival and market strategy etc.) (maximum 1 page)
  - vii. a teaser, trailer, sequence of research material (maximum 7 minutes) or at least photos to demonstrate main characters (if applicable), intended visual approach, style and tone in the case of creative documentary projects.
- Animation Pack (which includes drawings that can demonstrate intended visual approach and style to be taken; character design (including characters in pose or action) and, if available, Animation Bible for animation projects;
- Series Bible (Log line, story in detail, character description, tone and structure of world) in the case of series;
- Budget (summary top sheet and detailed - clearly indicating the net amount and the VAT amount);
- Financing plan (if budget exceeds maximum support);
- Shooting schedule (work plan in case of documentaries/animation);
- Applications with a co-production agreement in place will only be considered if the applicant can provide the duly signed co-production agreement or deal-memo. The agreement or deal-memo should include industry standard clauses including, amongst other things, clauses which regulate the sharing of rights and the creative input of each producer.

**Optional documentation (if available):**

- Letter(s) of intent, deal-memos or agreements from financing partners and buyers;
- Co-development and/or co-production agreement(s), deal-memos or letter(s) of interest;
- Previous works;
- Producer's statement; Brief Description of the characters; storyboard; mood board.

+ Add files

## 5. Budget

5.1 Add VAT Certificate of Registration  
Upload file

5.2 Please select the applicable NACE code

J59.11

J59.12

J59.13

Add a document showing the NACE code category of the applicant

For queries about your NACE Code visit: <https://nso.gov.mt/nsos-business-register/>

5.3 Tick where applicable

Registered under Article 10\*

Registered under Article 11 (Exempt)

\*Applicants registered under Article 10 who will recover VAT, need to exclude recoverable VAT from the budget.

I hereby declare that to my knowledge the correct declarations are made to Arts Council Malta, and that the proper VAT status is declared. In the case of false declaration, I assume full responsibility for the applicable consequences.

5.3 Expenditure      Artistic Fees  
   Contingency (10% of total budget cost)  
   Add other expenditure

Income      Total amount requested from fund  
   Access Support (if applicable)  
   Add Other sources of financing

Attach Quotes if available

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I declare that I will abide by the conditions outlined in the guidelines and regulations.

N.B. Files up to 5MB may be attached directly in the application form, larger files may be provided as a link that does not expire and does not require identity verification.

Deadline: 24<sup>th</sup> September 2024 at noon