

REQUIREMENTS	SHORT FILM PRODUCTION
Eligible works (Article 4, Paragraph 1b, and Article 13 of the applicable criteria):	Eligible works include serial productions with a total duration not exceeding 52 minutes, characterized by high quality in terms of production and creativity, and crucial for supporting young local talent and the development of South Tyrol as a location for film productions.
Non-eligible works (Article 4, Paragraph 4 of the applicable criteria):	Advertising spots, music videos, news or TV broadcasts, sports broadcasts, TV shows, reality TV, and docutainment formats. <i>Within short film support, IDM includes cinematic, television, and web short films suitable for typical sector-specific exploitation at the national and/or international level (festivals, cinemas, linear audiovisual media services, and on-demand audiovisual media services). Therefore, short films primarily intended for different contexts and forms of distribution, such as installations, exhibitions, galleries, museums, theaters, or public space screenings, are not eligible for funding. The same applies to short films made exclusively for educational and informational purposes or for the internet.</i>
Amount of the contribution (Article 13, Paragraph 2 of the applicable criteria):	<ul style="list-style-type: none"> • The maximum contribution is €30,000.00; • IDM's support can amount to a maximum of 70% of the total costs of the work.
Who can apply and who submits the application (Article 3 of the applicable criteria):	<p>Applications for the contribution can be submitted by television and film production companies, regardless of the country in which they are established or operate through a branch.</p> <p>In the case of co-productions, the producer who must apply is:</p> <ul style="list-style-type: none"> • Co-production without Italian/South Tyrolean participation: the main producer according on the distribution of rights; • Co-production with Italian participation: the Italian producer (even if minority); • Co-production with South Tyrolean participation: the South Tyrolean producer (even if minority).
Territorial Effect (Article 14, Paragraph 1 of the applicable criteria):	<p>For funding of short films, a territorial impact of at least 60% of the requested contribution amount must be achieved.</p> <p>This territorial impact should be achieved primarily through the involvement of South Tyrolean professionals and filmmakers in the creative team or in key departments (such as production, screenwriting, directing, acting, cinematography, editing, set design, and music, etc.)</p>
Submission procedures and deadlines (Article 6 of the applicable criteria):	<ul style="list-style-type: none"> • The contribution application must be submitted via the online portal https://filmfund.idm-suedtirol.com/index.php?lang=IT • The application must be received <u>before the first day of filming</u>; • At least 10 working days before the application deadline, a consultation meeting with a fund representative must take place . To book the consultation, the following documents are required: <ul style="list-style-type: none"> ○ Subject of the project; ○ Overall financial plan of the project; ○ Cost plan of the project , with a separate column for expenses with territorial impact; ○ Timeline. <p>The deadlines for submitting applications can be found at the following address: https://www.film.idm-suedtirol.com/it/funding/termini-di-presentazione-della-domanda.</p>

<p>Timeline:</p>	<p>Within approximately six weeks from the application deadline: review and evaluation of the works by IDM and a panel of experts based on content, cultural, and economic criteria.</p> <p>Within seven to eight weeks from the application deadline: based on the recommendation of the expert panel regarding the acceptance or rejection of the funding application, the IDM director will ultimately decide which projects to fund. The decision will be communicated in written form.</p> <p>In case of a negative outcome, the production company will receive a notice of rejection. Within 30 days of receiving the notification, the production company may submit comments or request a hearing. After this 30-day period, IDM will issue a final rejection notice.</p> <p>In case of a positive outcome, the confirmation letter constitutes a time-limited funding commitment, within which the funding for the work must be finalized and a final cost estimate must be defined.</p>
<p>Withdrawal of the application and submission of a new application:</p>	<p>An application can be withdrawn without justification up to a maximum of two weeks after the submission deadline. In this case, the application will be considered as not submitted.</p> <p>Withdrawal after this deadline is only possible in exceptional cases. If withdrawal occurs more than two weeks after the submission deadline, a <u>detailed written request</u> must be submitted to IDM by 6:00 PM on the day before the expert panel's evaluation meeting. IDM reserves the right to accept or reject the withdrawal request.</p> <p>Projects that have not been approved for funding <u>can be resubmitted</u> after an additional consultation meeting and <u>only following substantial modifications</u> to the work, such as a new screenplay or confirmation of a crucial funding component.</p>
<p>Required documents for the funding request in German or Italian (Article 15, Paragraph 1 of the applicable criteria):</p>	<p>For Non-Serial Works:</p> <ul style="list-style-type: none"> • Subject* (max. 2 A4 pages, minimum font size 10, minimum line spacing 1.5); • Screenplay* or, if a documentary, treatment*. <p>For Serial Works:</p> <ul style="list-style-type: none"> • Brief series subject* (max. 2 A4 pages, minimum font size 10, minimum line spacing 1.5); • At least the screenplay or, if a documentary, treatment, of the pilot episode*; • Serialization project, indicating format, duration, genre, and structure of episodes and the series, reference models*. <p>For All Projects</p> <ul style="list-style-type: none"> • Proof of rights (subject, script, title, biography, etc...); • Detailed cost estimate, including supporting documents for major cost items listed. Costs in other territories (regions, countries, etc.) should be listed in separate columns.); • Detailed production plan*; • Overall financial plan, including documents confirming the financing of confirmed items; • Distribution/commercial exploitation plan* (if available, include Lol/deal memo/distributor, broadcaster/platform contracts, festivals, etc...); • Project schedule;

	<ul style="list-style-type: none"> • Co-production contract (if there is a co-production agreement); • Directing contract; • Producer’s note* and director’s note* related to the work and its realization; • List the expected cast and crew, highlighting the involvement of professionals or companies recognized by IDM as having a territorial impact. Binding agreements must be documented. To document the territorial impact, attach relevant certificates of place of birth, residence, company location, or diploma from the “ZeLIG” film school alumni (from the 2007-2010 training course) or a qualification obtained within the last 24 months from the Free University of Bozen/Bolzano; • Proof of own financial resources (5% of total costs); a bank statement or a bank or insurance guarantee must confirm liquidity; • Overview of applications already submitted or planned to other funding bodies, including the status; • Profile and filmography of the applicant company and any co-production companies, CVs with filmography of producers and co-producers, prepared according to audiovisual industry standards; • CVs with filmography of the screenwriter and director, prepared according to audiovisual industry standards; • Contract with the executive production (if available); • Extract from the company register of the applicant production company, as well as copies of financial statements and accounts for the last two fiscal years; • Links to previous works of the director; • Moodboard and/or other visual artistic materials, if available; • Indication of training and updating opportunities offered to South Tyrolean staff within the project (e.g., internships); • Completion of the Bechdel Wallace Test and Chavez Perez Test; • Confirmation of payment of the required €16.00 for the application processing fee. Please indicate the project work's name, the applicant's company and “Film” as the payment description's reason. <p>The IDM bank account details are: BPER Banca Spa Account holder: IDM Südtirol Alto Adige IBAN: IT45A053871160000049493309 BIC: BPMOIT22XXX</p> <p><i>IDM will handle the required legal stamp duty for each funding application.</i></p> <p><i>Documents marked with an asterisk (*) must be available for evaluation in German or Italian and additionally in English, or the original English version.</i></p> <p><i>Documents and templates for the funding application can be downloaded from the IDM Film Commission Südtirol website (download area): https://www.film.idm-suedtirol.com/it/funding/area-download.</i></p>
<p>Calculation Scheme:</p>	<p>The production may choose to submit one of the following models:</p> <ul style="list-style-type: none"> • The "Co-Production Cost Plan" model from the “Direzione Generale Cinema e audiovisivo” (MIC); • The "Kalkulationshilfe" model from the ÖFI (Austrian Film Institute); • The "Kalkulationsschema Spiel- und Dokumentarfilm" model from the FFA.

	<p><i>Costs with territorial impact must be reported in detail, separately, and clearly distinguishable.</i></p>
<p>Eligible Costs (Article 5 of the applicable criteria):</p>	<p>For the calculation of costs, the total costs related to the work for which funding is requested must be considered.</p> <p>The following costs are also eligible:</p> <ul style="list-style-type: none"> • Social Charges; • Costs (interest and bank fees) for intermediary financing or prefinancing related to the project , but not for own financial resources; • Preparation costs: up to 2.5% of the production costs (up to 10% for challenging audiovisual works or those requiring significant development due to understandable reasons); • Audit costs: 3% of the contribution amount is reserved for the auditing company. <p><i>For the calculation of production costs, VAT (Value Added Tax) is not included. The cost plan must always refer to net amounts.</i></p> <p><i>It is important to note that production budget management must adhere to principles of affordability and appropriateness.</i></p>
<p>Non-eligible Costs:</p>	<ul style="list-style-type: none"> • Per diems for employees without <u>territorial effect</u> during shooting days in South Tyrol; • Company infrastructure costs (printers , office rent, correspondence) are already covered by general expenses; • Costs related to the distribution of the project; • Interest on own financial resources at 5%.
<p>General Expenses, Producer’s Fee & Contingency Reserve (Article 5, Paragraphs 2 and 3 of the applicable criteria):</p>	<p>For Cinematic Projects:</p> <ul style="list-style-type: none"> • General Expenses: Up to a maximum of 7.5% of the total net costs of the project; • Producer’s Fee: Up to a maximum of 7.5% of the total net costs of the project; • Contingency Reserve: Up to a maximum of 5% of the total net costs of the project. <p>For Television Projects:</p> <ul style="list-style-type: none"> • General Expenses: Up to a maximum of 6% of the total net costs of the project (up to a maximum of €500,000.00); • Producer’s Fee: Up to a maximum of 7.5% of the total net costs of the project . <p><i>Contingency reserves are not allowed for television works.</i></p>
<p>Self-performances and use of internal resources and services (Article 13, Paragraph 4 of the applicable criteria):</p>	<ul style="list-style-type: none"> • Costs classified as “self-performances and use of internal resources and services” apply <u>to both the applicant production company and any involved co-producers;</u> • Personnel Costs: <ul style="list-style-type: none"> ○ Costs for employees should be calculated at market price. ○ Costs for owners, administrators, or partners should be calculated at 25% below market price. • Costs for resources, services, and goods provided by the producers (spaces, facilities, structures, technical materials, archive materials, etc.) should be calculated at 25% below market price. Please attach detailed estimates, if possible, at the time of application submission; • Clearly mark self-performances and use of internal resources and services in the cost estimate, as these are eligible for final reporting only for the amount calculated at the time of the cost estimate submission. <p><i>Self-performances may be allocated.</i></p>

<p>Allocations and Provision of Free Services:</p>	<ul style="list-style-type: none"> • Temporary Waiver of Compensation (allocation) and Provision of Free Services are accepted in amounts appropriate to the project and are eligible for final reporting only for the amount calculated at the time of the submission’s cost estimate; • Allocations and provision of free services must be included in the financial plan and certified by a consent statement signed by the involved parties (this applies to both the applicant company and third parties); • Allocations and provision of free services must be included in the cost plan (this applies to both the applicant company and third parties).
<p>Own Financial Resources (Article 9, Paragraph 2 of the applicable criteria):</p>	<ul style="list-style-type: none"> • At least 5% of the total estimated costs. Financial resources must be provided in the form of liquid assets (bank deposit certified by a bank receipt or a bank loan); • For co-productions, the share of the respective parties is considered; • For television co-productions, the amount of own financial resources is calculated by subtracting the co-production share (but not the license share) of the television broadcaster from the total production costs. If the contract between the production and the television broadcaster does not specify the license share, it is assumed to be 50% of the television co-producer’s contribution.
<p>How to Calculate the South Tyrol Effect (Article 14 and Annex C of the applicable criteria):</p>	<p>Here are some guidelines to facilitate the calculation of the South Tyrol Effect and determine which costs are eligible for this effect:</p> <ul style="list-style-type: none"> • Personnel with Residence in South Tyrol; • Personnel born in South Tyrol; • Personnel who have been residents in South Tyrol for at least ten consecutive years; • Personnel graduated from the ZeLIG School starting from the 2007-2010 class; • Personnel graduated from the Free University of Bolzano (within 24 months after obtaining the degree); • Companies with legal headquarters in South Tyrol; • Companies with operational headquarters in South Tyrol, if they meet the requirements of Annex C of the applicable criteria; • Car Rentals: accepted if the rental company has at least one branch registered in South Tyrol. Vehicles must be rented or returned in South Tyrol and used primarily within the region. The final report must include the total cost of the service, a list of rented vehicles (vehicle registration number, number of days), and the voucher with rental and/or return date and location, including the vehicle’s license plate; • Highway Tolls: Accepted with receipts showing both entry and exit from the highway within the Bolzano Province boundary; • Fuel Costs: Receipts from gas stations in South Tyrol and fuel cards stamped by local service providers; • Financing Costs: Accepted if the credit institution holding the account is located in South Tyrol; • Accommodation Costs: In hotels located in South Tyrol; • Mileage Allowance: If the vehicle is registered in South Tyrol or the owner resides in South Tyrol, mileage reimbursement is valid according to ACI tables; • Childcare on Set: Accepted if the childcare facility is located in South Tyrol or if the service is provided by a personnel eligible for the South Tyrol Effect; • Final Reporting Costs: Accepted if the auditing firm is headquartered or has a branch in South Tyrol; • Location Rental: for locations situated in South Tyrol; • Insurance Costs: Accepted as South Tyrol Effect if the insurance company is based in South Tyrol. If the insurance is arranged through a subagency/agent, their office must also be in South Tyrol;

	<ul style="list-style-type: none"> • Travel Expenses: Travel expenses from/to South Tyrol booked through a South Tyrolean travel agency and directly related to the funded production can be recognized as South Tyrol Effect. IDM reserves the right to impose maximum amounts; • Per Diems: For personnel with South Tyrol Effect, recognized as South Tyrol Effect even if filming takes place outside South Tyrol; • General Expenses and Producer’s Fee: If the production company receiving the funding is based in South Tyrol. <p><i>Normally, double recognition of the South Tyrol Effect for local professionals is excluded. If a professional is recognized with the South Tyrol Effect in multiple regions, it is up to the production to decide in which effect the cost should be calculated.</i></p> <p><i>For any doubts, please contact IDM Film Commission Südtirol when calculating cost estimate.</i></p>
CUP - Unique Project Code (Article 22, Paragraph 1 of the Applicable Criteria):	<p>It should also be noted that from the moment of receipt of the communication, the CUP code must be indicated on all accounting documentation (invoices, fees, and occasional compensation notes) related to expenses with territorial effect.</p>
Green Shooting (Article 7, Paragraph 1e of the Applicable Criteria):	<p>The environmental sustainability certifications recognized by IDM are:</p> <ul style="list-style-type: none"> • Green Shooting (Alto Adige); • ÖFI/ÖFI +/FISA +, Österreichisches Umweltzeichen UZ76 (Austria); • Ökologische Standards (Germania); • Green Film. <p><i>If you are adhering to a protocol different from the ones mentioned above, please contact IDM Film Commission Südtirol.</i></p> <p><i>For more information, we recommend visiting the IDM Film Commission Südtirol's webpage dedicated to eco-friendly shooting: https://www.film.idm-suedtirol.com/it/film-commission/green-shooting</i></p>
Liquidation of Contribution:	<ul style="list-style-type: none"> • 70% will be paid upon the completion of the financing agreement, submission of the required documentation, start of filming, and submission of the unilateral commitment declaration; • 30% will be paid after a positive review of the final cost report. <p>Typically, the procedures for contribution liquidation and the payment of installments are established in the unilateral commitment declaration for the project and may vary from project to project, within the discretion of IDM. Extensions for the final reporting deadline may be requested, but only for serious and justified reasons.</p> <p><i>Please note that for production companies based in Italy, IDM is required to withhold a 4% tax deduction from each installment of the granted contribution. The deduction is paid directly to the tax authorities by IDM. The corresponding certificate will be sent to the production company the following year, allowing them to claim the withheld amount back on their taxable income.</i></p>
First Installment (Annex B of the Current Application Criteria):	<p>The first installment of 70% is paid following the positive outcome of the final legal review of the project and the subsequent issuance of the unilateral commitment declaration.</p> <p>Please submit the required documentation by the deadline communicated at the time of the contribution confirmation:</p> <ul style="list-style-type: none"> • Opening of a dedicated bank account for the project;

	<ul style="list-style-type: none"> • Confirmation of bank details from the banking institution; • Final overall cost estimate; • Final financing plan + proof of financing closure, including related documentation; • Final version of the screenplay; • Final version of the production plan; • Provide the final list of cast and crew, highlighting the involvement of professionals or companies recognized by IDM as having territorial effect; • Submit the final list of locations; • Insurance policy for materials and cancellation insurance policy in favor of IDM; • Final production schedule; • For production companies not legally based in Italy: Certification of non-liability for taxes in Italy so that IDM can disburse the installments without the 4% withholding tax. A residency certificate from the relevant tax authority is required.
<p>Second Installment / Final Installment (Annex B of the Applicable Criteria):</p>	<p>The final installment of 30% is paid upon positive review of the final cost reporting for the overall expenses incurred for the project.</p> <p>The following documentation must be submitted within 12 months of the first exploitation of the project (unless otherwise specified in the unilateral commitment declaration):</p> <ul style="list-style-type: none"> • Final cost report signed by the producer and all co-producers (detailed comparison of budgeted costs indicated in the unilateral declaration vs. actual costs); • Final cost report with South Tyrol Effect (detailed comparison of budgeted costs with actual costs specifically for costs accountable as South Tyrol Effect); • List of invoices for which payment has not yet been made; • Accounting ledger for each cost item (Excel file, list of entries indicating date, document number, recipient/payer, reason); • Accounting ledger for South Tyrol Effect costs: if not included in the overall cost ledger; • Written report on any variances exceeding +/-20% between budgeted and actual costs; • Overall financing status (comparison of expected financing indicated in the unilateral declaration vs. actual financing with details of payments to be received); • Evidence of receipts: from individual financing components (bank statements); • Contracts with additional financiers/co-Producers not originally included in the financing plan; • Indication of any revenue that results in cost reductions (e.g., discounts, sale of props, allowances, product placements...); • Final list of cast and crew Including any member eligible for South Tyrol Effect; • Production diaries and agendas for the entire filming period (locations, number of shooting days, shooting period, people involved...); • Insurance protocol for damages; • Proof of completion of the master copy : (e.g., delivery note from the lab); • Proof of deposit of the project copy in a national archive (e.g., National Film Archive); • Project Details: Indication of the duration and format of the project; • Exploitation Details: Date, location/channel of the first exploitation (e.g., festival premiere, theatre release, first broadcaster...); • Signed certification letter (provided by the auditor); • Promotional material of the project (at least ten scene photos, video or backstage photos, poster, trailer, press kit , etc...); • Download link/file of the final work for archiving .

<p>Notes on Reporting Incurred Expenses:</p>	<p>Regarding Final Reporting, please note:</p> <ul style="list-style-type: none"> • Article 23 of the Current Application Criteria: to verify the proper implementation of supported works, IDM performs random checks on at least 8% of the projects. For selected projects, a check will be conducted on 100% of the expenses incurred in South Tyrol; • Failure to Meet Projected Production Costs and Financial Plan: There will be a proportional reduction in the financed amount based on the discrepancy between the projected and actual costs. Consequently, the final installment may not be fully paid; • Exceeding Projected Production Costs and Financial Plan: There will be no retrospective increase in the allocated contribution; • Failure to Achieve Territorial Effect and Filming Days in South Tyrol: A proportional reduction in the allocated contribution will be made based on the discrepancy. Deviations from the guidelines are only allowed for serious and justified reasons; thus, any changes to the information provided in the application, contribution confirmation, and unilateral commitment declaration must be communicated to IDM Film Commission Südtirol immediately and in written form; • Deviations from Specific Conditions: Deviations from the instructions contained in the application, contribution confirmation, and unilateral commitment declaration must be immediately communicated in written form to IDM Film Commission Südtirol and expressly approved by them. IDM Film Commission Südtirol generally seeks to find a solution to ensure compliance with the specific conditions of the project ; • Only expenses for which a regular invoice/receipt has been issued and that are actually paid can be recognized. Each document must be clearly attributable to the project and, where necessary, must include the CUP (Unique Project Code); • Please keep <u>original receipts and contracts</u> for reference. If requested, copies must be provided to IDM or the external auditing company for random checks; • In the context of the final reporting verification, it may be requested to submit explanatory written material, fill in an expense statement, or provide other written documentation.
<p>Support References (Article 25, paragraphs 1 and 2 of the applicable criteria):</p>	<p>In the opening and closing credits of funded works, reference must be made to the support from IDM, as well as whenever the financial partners of the subsidized work are mentioned in publications, promotional materials, and other communications.</p> <p><i>To receive the usage manual and the logo package, please contact the fund representatives directly.</i></p>
<p>Screening in South Tyrol (Article 25, paragraph 3 and Article 26, paragraph 4 of the current funding criteria):</p>	<ul style="list-style-type: none"> • For feature films, it is mandatory to organize at least one screening of the film project in South Tyrol with the presence of the director and at least one of the main actors; • The release of all funded projects within the framework of short film production support must take place in a country of the European Economic Area within a maximum of 30 months from the date of confirmation of the grant.
<p>Legal Information:</p>	<ul style="list-style-type: none"> • The number of projects eligible for funding depends on the availability of funds from IDM Film Commission Südtirol for the current year. There is no entitlement to receive funds that remain available at the end of the year. Furthermore, it is not possible to request an increase in already granted contributions; • In general, IDM reserves the right not to grant the full amount of the requested funding; • The decision to approve or reject is an administrative act against which an appeal can be filed within the deadlines prescribed by law. The deadlines are indicated in the confirmation or rejection communication of the application; • In the case of false statements or omission of required information, the application will be rejected or, if a contribution has already been granted, it will be immediately

	<p>revoked, and the beneficiary will be required to return the improperly received amount;</p> <ul style="list-style-type: none">• In case of interruption of the project, regardless of the cause, the producer(s) will be held responsible. IDM may demand the return of the entire contribution;• The beneficiary is responsible for the granted contribution. In the case of co-productions, co-producers may be required to jointly assume responsibility;• Please note that there is no entitled right to the granting of the contribution.
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With this document, we hope to have provided you with useful and clear information. We thank you in advance for your feedback on its completeness and clarity. Best of luck with your work!