



Information session

European co-development

16 January 2024

This info session will be recorded using WebEx for the purpose of publication on EACEA's website. Only the presentations will be recorded: the Q&A sections will not be recorded

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European co-development 2024 Call for proposals

*European Education and Culture
Executive Agency*

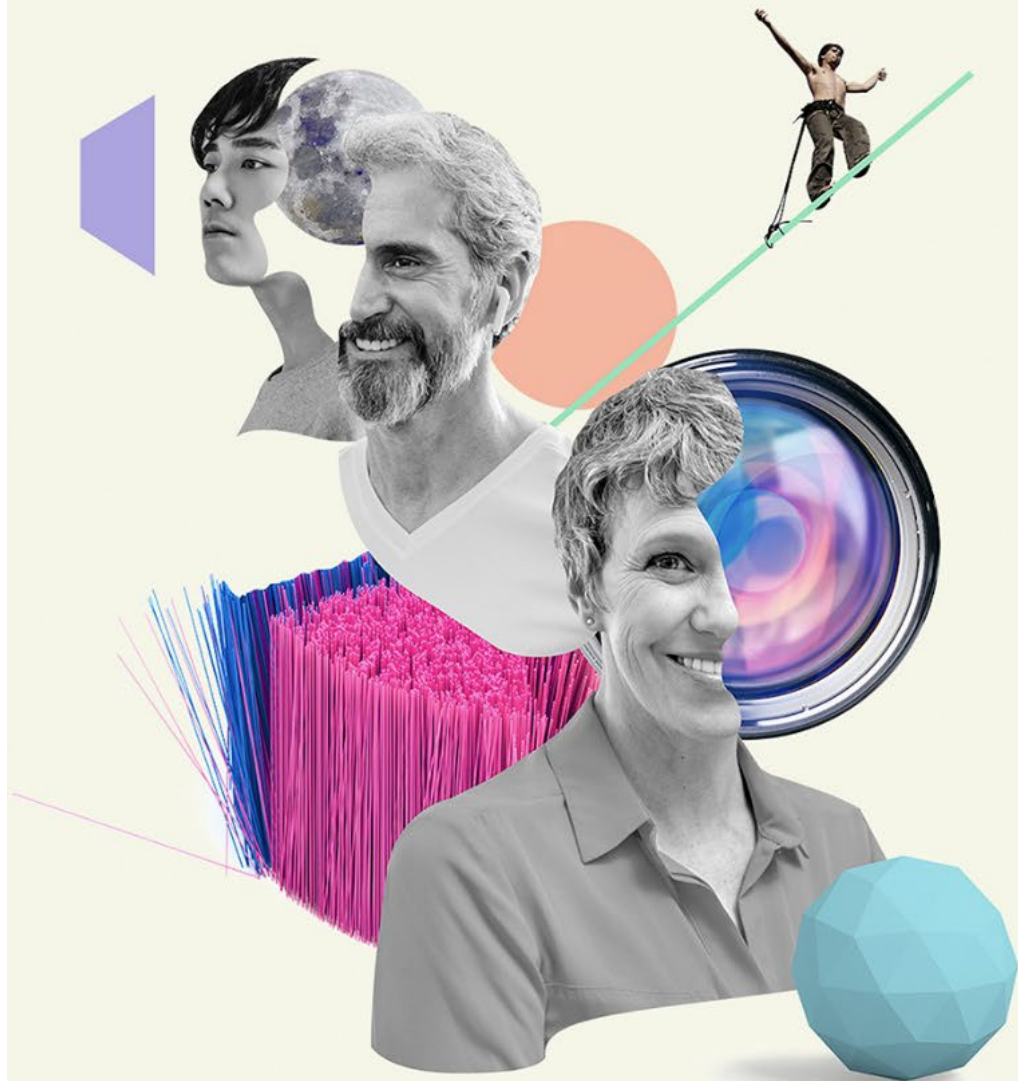


Info session

16 January 2024

Agenda

1. Introduction
2. Objectives and eligibility criteria
3. Q&A
4. Assessment of proposals
5. How to apply – common errors
6. Q&A



Creative Europe 2021-2027

MEDIA

Supporting

Europe's audio-visual
and film sectors

Audience

New distribution channels
and strengthened audience
development

Policy

Promoting discussion
and exchange

PUSH BOUNDARIES

Budget
1.427 billion

Content

Collaboration and
innovation for high
quality works

Business

Boosting innovation,
competitiveness and
talent

co-funded by
the European Union



Creative
Europe
MEDIA

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European
Commission

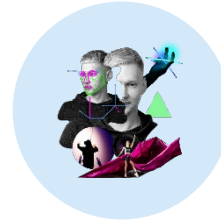
Content cluster



European (mini-)slate development



European co-development



Video games and immersive content development



TV and online content

Development

Production

Increase capacity of producers to develop projects with potential for wide circulation

Foster **competitiveness** of **European independent** production companies and **increase** their **economic weight** on the market

Support cooperation among production companies from different **MEDIA countries**

Support the development/production of **high quality European works** with wide cross-border exploitation potential

Strengthen the **independence** of producers in relation to broadcasters and digital platforms

Originality

Innovation

Commercial ambition



European co-development

Towards re-inforcing the European added value of support to the development of individual projects

Background

- MEDIA to focus on **transnational cooperation**, where support from national programmes is limited
- European collaboration allows projects to **scale up** and to reach audiences across borders
- The majority of past applications were already envisaged as European co-productions
- Costs from other partners were already included at development stage -> eligibility problem

Objectives – Funded activities

- Support the **cooperation** among European production companies that are developing works with a strong international audience potential
- Development of a **single** animation, creative documentary or fiction project with
 - high creative value and cultural diversity
 - wide cross-border exploitation potential
 - intended for commercial exploitation: cinema release, TV broadcasting or exploitation on digital platforms (or multi-platform)

Funded activities

- The project must be:
 - **co-developed** by min. 2 European independent audiovisual production companies
 - having signed a **co-development agreement** specifying the division of tasks and the collaboration on creative aspects
- Applicants are encouraged to develop **strong and innovative collaborations** at creative and financing level

Timetable and budget

- Deadline: 6 March 2024
- Results: August 2024
- Budget: 6.5M EUR



Eligible participants

- Independent European audiovisual production companies

Consortium (multi-beneficiary):

- ❖ Project leader (coordinator) and minimum one eligible partner
- ❖ Minimum 2 entities having their legal seat in at least 2 MEDIA countries
- ❖ Cannot be affiliated entities (but costs of affiliated entities are eligible!)
- ❖ An entity can submit only one Co-development application as coordinator, but it can be a partner in another Co-development application
- ❖ Coordinator can also submit an application for Slate, Mini-slate or Video games and immersive content development (but not with the same project!)

Eligible participants

- Independent: no majority control by an audiovisual media service provider, either in shareholding or commercial terms
 - Majority control: more than 25% of share capital held by a single AVMS provider (50% in case of several AVMS providers)
- European: established in one of the MEDIA countries
 - and owned directly or by majority participation by nationals from MEDIA countries
 - for publicly listed companies: location of the stock exchange determines the nationality
- Audiovisual production companies: the company's main objective and activity is audiovisual production

Eligible participants

- Applicant (coordinator) must demonstrate recent experience in producing internationally distributed works:
 - produced 1 previous works since 2017 that respect:
 - ✓ an ANI, FIC or DOC (one-off or series) of min. 24 minutes (non-linear format: no minimum)
 - ✓ actually released in cinema, broadcast on TV or made available on digital platforms in at least 3 countries other than their own before the deadline for submission
 - ✓ all releases were of a commercial nature (i.e. no screenings during festivals)
 - The company was
 - ✓ the sole production company
 - ✓ in case of co-production, the major co-producer in the financing plan or the delegate producer
 - ✓ or, personal onscreen credit as producer or delegate producer (only CEO or shareholder)

Eligible participants

- Previous work must be detailed in the MEDIA Database (just as the submitted work)
- If the previous work is ineligible = application is ineligible (i.e. no other works will be considered)
- The information provided in the MEDIA Database must be **CORRECT** and **PROOF** must be available upon request (consequences in case of false/incorrect statements – see exclusion)

Eligible activities

- Co-development of a **single** project
- Eligible works: Animation (ANI), creative documentary (DOC) or fiction (FIC) projects (one-off or series) for commercial exploitation

Primarily intended for:	Cinema	TV/digital platform	Interactive, non-linear projects
ANI	Min. 60 minutes	Min. 24 minutes	No minimum
DOC		Min. 50 minutes	
FIC		Min. 90 minutes	

- First day of principal photography: min. 10 months after deadline
=>after 6 Jan 2025

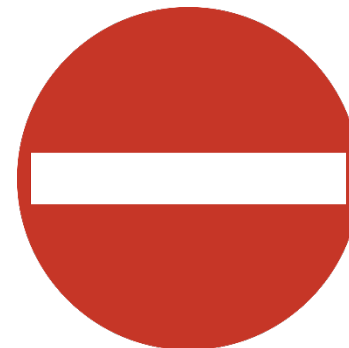
Eligible activities

- The coordinator **or** (one of) the partner(s) must own the majority of rights (incl. rights of adaptation if relevant) to the project through a signed contract (**equal sharing** of rights between coordinator and/or eligible partner(s) is **accepted**)
- Duration: normally not more than 30 months (extensions possible if justified and requested through an amendment)
- Start of the action:
 - Default: after signature of the Grant Agreement
 - Retroactivity to date of submission with justification + approval

Eligible activities

- Ineligible projects

- Live recordings, TV games, talk shows, cooking shows, magazines, TV-shows, reality shows, educational, teaching and « how to » programmes
- Documentaries promoting tourism, « making-of », reports, animal reportages, news programmes and « docu-soaps »
- Projects including pornographic or racist material or advocating violence
- Works of a promotional nature
- Institutional productions to promote a specific organisation or its activities
- Music videos and video-clips
- Video games, e-books and interactive books
- Student films and graduation works



Financing

- **Customised lump sum:** output-based lump sum established after applying a **max. 70% co-financing rate** to a verified and approved detailed budget
- Both the coordinator and the partner(s) (and their affiliated entities) can incur eligible costs and receive the EU grant

Financing

- **Affiliated entities (AE):**
 - Legal entity **A** (Partner) controls legal entity **B** (Affiliated entity), if:
 - **A**, directly or indirectly, holds **more than 50%** of the nominal value of the issued share capital **or a majority of the voting rights** of the shareholders or associates of **B**, or
 - **A**, directly or indirectly, holds in fact or in law the **decision-making powers** in **B**
 - AE has same rights/obligations as the Partners in the Grant **BUT** they do not sign the GA.
 - AE needs to comply with the Call eligibility criteria. AE does not count in the min eligibility criteria for consortium composition
 - AE will get a part of the EU grant according (via the coordinator) to the calculations in the estimated Budget. They need a PIC.

Financing

- Max. EU grant of the project = N° of eligible partners (i.e. NOT affiliated entities) X 60.000 EUR (or X 100.000 EUR in case of TV series with production budget \geq 20M EUR), representing max. 70% of the eligible budget
- Pre-financing: normally 70% (all payments via coordinator)
 - The division of the EU grant and how to make payments could be defined in the co-development agreement

Q&A



How are the proposals assessed?

ADMISSIBILITY CRITERIA

- ▶ Submission requirements

ELIGIBILITY CRITERIA

- ▶ Eligible participants
- ▶ Eligible activities

FINANCIAL AND OPERATIONAL CAPACITY AND EXCLUSION

- ▶ Expertise and solvency
- ▶ Situations of exclusion (eg bankruptcy)

AWARD CRITERIA

- ▶ Evaluation of the quality of the proposal

Admissibility criteria

- Submit **before** the deadline (No late submissions)=> **6 March 2024 (5pm Brussels time)**
 - **BUT:** you can resubmit revised versions up till the deadline
- Submit **electronically** via the Funding & Tenders Portal Electronic Submission System (**No applications by email/on paper**)
- Submit using the **templates** provided in the Submission System (**Not the templates on the topic page -> for info only**)
- Respect the **page limitations** (*Part B, Creative dossier*)



Financial and Operational Capacity



Financial capacity: stable and sufficient resources to implement the project and contribute the share of the costs

Based on annual accounts (to be uploaded in Participant Portal in case of selection)



Operational capacity: have the know-how, qualifications and resources to implement the project

Evaluated based on 'project management' criterion

Exclusion criteria- declaration

Application forms

[Table Of Contents](#)[Validate Form](#)[Save](#)[Save&Close](#)

Proposal ID 101048379

Acronym GillNetTest

Declarations

[?](#)

Field(s) marked * are mandatory to fill.

- 1) We declare to have the explicit consent of all applicants on their participation and on the content of this proposal. *
- 2) We confirm that the information contained in this proposal is correct and complete and that none of the project activities have started before the proposal was submitted (unless explicitly authorised in the call conditions).
- 3) We declare:
 - to be fully compliant with the eligibility criteria set out in the call
 - not to be subject to any exclusion grounds under the [EU Financial Regulation 2018/1046](#)
 - to have the financial and operational capacity to carry out the proposed project.
- 4) We acknowledge that all communication will be made through the Funding & Tenders Portal electronic exchange system and that access and use of this system is subject to the [Funding & Tenders Portal Terms and Conditions](#).
- 5) We have read, understood and accepted the [Funding & Tenders Portal Terms & Conditions](#) and [Privacy Statement](#) that set out the conditions of use of the Portal and the scope, purposes, retention periods, etc. for the processing of personal data of all data subjects whose data we communicate for the purpose of the application, evaluation, award and subsequent management of our grant, prizes and contracts (including financial transactions and audits).

The coordinator is only responsible for the information relating to their own organisation. Each applicant remains responsible for the information declared for their organisation. If the proposal is retained for EU funding, they will all be required to sign a declaration of honour.

False statements or incorrect information may lead to administrative sanctions under the EU Financial Regulation.

Exclusion criteria are based on a declaration in Part A of the application.
Read each declaration carefully

Amongst others: if the applicants misrepresented information required as a condition for participating or failed to supply that information

Award criteria

- Common structure
 1. **Relevance (40 points)**
 2. **Quality of content and activities (20 points)**
 3. **Project management (25 points)**
 4. **Dissemination (15 points)**
- Overall threshold: 70/100

Consult breakdown of the criteria in the Call and keep all elements in mind when preparing your application



Award criteria

1. Relevance (40 points)

- a) **Level of collaboration** between the production companies in terms of joint development **on creative aspects and storytelling** (10 points)
- b) **Added value of the co-development approach**, in particular with regards to the nature of the project and the complementarity of the background and experience of the partners (10 points)
- c) **European dimension of the collaboration**, in particular concerning the cooperation between countries with different market sizes, and including a partner from LCC Group A or Group B, as well as the linguistic and geographical diversity (10 points)

Eligible participants

27 EU MS

Austria

Belgium

Bulgaria

Croatia

Cyprus

Czechia

Denmark

Estonia

Finland

France

Germany

Greece

Hungary

Ireland

Italy

Latvia

Lithuania

Luxembourg

Malta

Netherlands

Poland

Portugal

Romania

Slovakia

Slovenia

Spain

Sweden

Norway

Liechtenstein

Albania

Bosnia and
Herzegovina

North Macedonia

Serbia

Montenegro

Group A

Group B

7 Associated
countries

Iceland

Award criteria

- d) Adequacy of the strategies presented to ensure **a more sustainable and environmentally-respectful industry** (5 points)
- e) Adequacy of the strategies to **ensure gender balance, inclusion, diversity and representativeness**, either in the project/content or in the way of managing the activity (5 points)



Award criteria

2. Quality of content and activities (20 points)

a) **Quality and creative potential** of the work (10 points)

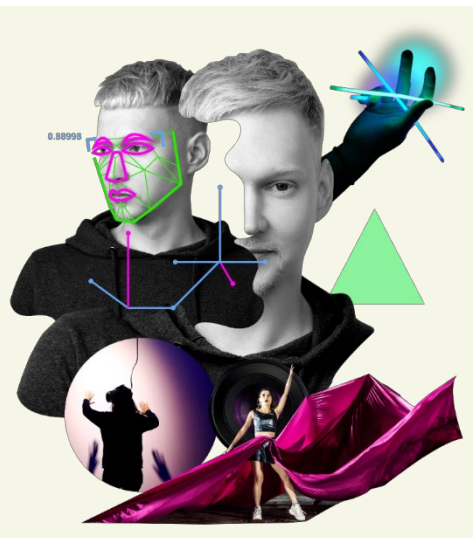
b) **Potential to reach audiences** at European and international level (10 points)



Award criteria

3. Project management (25 points)

- a) Distribution of the **roles and responsibilities** within the project, including the division of tasks, the budget split, the administrative cooperation and risk management (5 points)
- b) Adequacy of the **development strategy** (10 points)
- c) Adequacy of the **financing strategy** (10 points)



Award criteria

4. Dissemination (15 points)

- a) The **marketing strategy** allowing to reach audiences at an early stage (5 points)
- b) Relevance of the European and international **distribution strategy** (10 points)



How to apply?



How to apply

- **Any application must consist of:**
 - **Part A:** Administrative information (but also duration and max. EU grant)
 - **Part B:** ‘Technical’ description of the project (information that allows to assess the award criteria) + definition of work packages and deliverables
 - **Part C:** KPI-related data linked to the applicants
 - **Mandatory annexes** (downloaded together with Part B, see next slide)

How to apply

- **Mandatory annexes:**

- ✓ Detailed Estimated Budget table, (*excel template in the Portal*)
- ✓ PDF with information about film(s)/work(s) to be generated from the Creative Europe MEDIA Database, data related to the previous work(s) and work submitted for funding
- ✓ Creative dossier, (*PDF based on template available in the Portal*)
- ✓ Co-development agreement signed by the partners submitting the application
- ✓ Rights contract / proof of ownership of rights (and in case of adaptation, rights of adaptation) for the project submitted for funding
- ✓ Supporting documents of co-production, distribution and financing for the project submitted for funding, if available
- ✓ Information on independence and ownership control (*template in the Portal*)
- ✓ **NEW: Declaration on language of the submitted materials** (*template in the Portal*)

How to apply

- **Co-development agreement:**
 - must detail amongst others:
 - how they will collaborate on the joint development of creative aspects and storytelling
 - the distribution of roles and responsibilities within the project, including the division of tasks, the budget split, the administrative cooperation and risk management
 - no template available
 - must be updated (as a deliverable)

How to apply

- **Part B:** A correct definition of work packages and deliverables are crucial elements in order to obtain the full EU grant
- **Work package structure:**
 - WP1: Project management and common activities
 - WP 2: Coordinator development activities
 - WP 3: Partner 1 development activities
 - WP 4: Partner 2 development activities (if more than 1 partner)
 - Etc.

How to apply

- **Deliverables:**

- Will need to be submitted during the lifetime of the project
- Applicants need to be realistic: reduction of EU grant in case of partial implementation (request amendment if needed)
- Identify deliverables per partner, depending on the work division
- Mandatory deliverables:
 - (Only in WP1): Further planning of co-development activities up to entry into production of the project

How to apply

- Mandatory deliverables in WPs:
 - Updated creative development
 - Update on research work undertaken and visual material
 - Update on key artistic crew/casting
 - Updated financing and production budgets and schedule
 - Updated distribution and marketing strategies
 - Link to the final work, if produced

Common errors in applications

- **Acronym and short summary** (to be encoded when starting the application)
 - **Acronym**: helpful to quickly connect to the project (please do not use « CODEV2024 » as acronym)
 - **Short summary** (abstract): it must deal with objectives, activities of the project, expected results, type and number of outputs to be produced. **Do not include confidential info. The synopsis of the project goes in the MEDIA Database**

Common errors in Part A

- **Partners not present or**
- **Partners incorrectly encoded**

Ex. Company « Xstudio » encoded as :

- « Coordinator (COO) » in Part A, BUT in the Estimated budget and in Part B is a Partner (« PA »)
- « Affiliated entity (AE) » of a Partner instead of « PA » and *vice-versa*.
- « Partner (PA)» encoded in Part A, BUT with 0 EUR in the estimated budget (*is it a third party? or was the budget forgotten?*)

Ensure coherence between Part A, Part B
and Estimated Budget at all times!

Key actors in the application: Part A

- **Coordinator (COO):** main applicant
- **Partner (PA):** co-beneficiary of the grant
- **Affiliated entity (AE):** entity linked to one of the applicants (COO or PA) and taking part in the action – to be encoded at the level of either the COO or the PA (the linked entity)

Number of participants: 1

Coordinator

1

Add Affiliated Entity +

Contacts:

Add contact +

contact - Main >

PIC:

Change organisation

Contact organisation

Add Partner +

!!Submission: only by main contact and other contact with full access rights of the **COO**

For both COO and PA, a main contact (intermediary with our services) needs to be identified. Other contacts (either with full access or read-only access) can be added

Common errors in Part A

- **Budget (EU grant requested) incorrectly encoded in Part A**
 - Whole production budget instead of EU grant requested
 - Different amounts than in the budget, either with same total (but different repartition) or with different total
 - Entire EU grant requested for COO, 0 for PA
 - Zero(s) too much or too little (e.g. 600k instead of 60k)

Application forms

Proposal ID 101048440

Acronym Test TV application

3 - Budget

No	Name of Beneficiary	Country	Requested grant amount
1		FR	.00
2		RO	0,00
Total			.00

		D. Other cost categories	D.1 Financial support to third parties	TOTAL DIRECT COSTS INCLUDING SUBCONTRACTING (A+B+C+D)	E. Indirect costs 7%	TOTAL COSTS (A+B+C+D+E)	Max TOTAL EU Contribution = 70 % of 1139550.000 € or 120000...000 €
ABC	AB	-	-	1,010,000.00	70,700.00	1,080,700.00	113,802.82
ff	F	-	-	5,000.00	350.00	5,350.00	563.38
VV	V	-	-	50,000.00	3,500.00	53,500.00	5,633.80
TOTAL	Consortium	-	-	1,065,000.00	74,550.00	1,139,550.00	120,000.00

Common errors in Shareholding

- First encode all the applicant **companies** (i.e. not natural persons) in the 'Instructions' sheet, also affiliated entities (must respect eligibility conditions!)
- Encode the entire shareholding of the different companies and make sure that it is coherent!
 - If the shareholder is a **company** → Legal person
 - If the shareholder is an **individual** → Physical person
- Encode the nationality, i.e. either country where the company is registered or nationality of the physical person
- **If the shareholder is a legal person**, provide the full chain of shareholding as requested, with all the necessary elements (nationality!), until the level of physical persons (or stock market) is reached

DECLARATION ON OWNERSHIP AND CONTROL FOR				Name of the Company Partner/COO		
Name of the shareholder/Owner	Nationality of shareholder	Status of shareholder	Main activity if legal person (leave empty in case of natural person)	Number of shares	Shareholding %	If any of the listed shareholders is a legal person/company, please describe percentage of shares and nationalities. If the company is publicly listed, provide the name of the company and its nationality.
Company X	France	Legal person	Distribution company	1350	30%	Mr X (80% - France), Mr Z (15% - France), Mrs S
Company B	Luxembourg	Legal person	Production company	2250	50.00%	Mrs V (33,33% - Belgium), Mr Z (33,33% - Belgium), J
Mr FF	Germany	Physical person		900	20%%	

Estimated Budget

DETAILED CONSOLIDATION	BE 001			BE 001	PROJECT
	UNITS	COST PER UNIT	BENEFICIARY TOTAL COSTS	BE+AE TOTAL COSTS	BE+AE TOTAL COSTS
Total WORK PACKAGES:			-	-	-
A. DIRECT PERSONNEL COSTS			-	-	-
A1. Employees (or equivalent) person months			-	-	-
Type 1	-	-	-	-	-
Type 2	-	-	-	-	-
Type 3	-	-	-	-	-
Type 4	-	-	-	-	-
Other	-	-	-	-	-
A.2 Natural persons under direct contract	-	-	-	-	-
A.3 Seconded persons	-	-	-	-	-
A.4 SME Owners without salary	-	-	-	-	-
A.5 Volunteers	-	-	-	-	-
B. Subcontracting costs (please specify details under worksheet "Comments")	-	-	-	-	-
C. Purchase costs			-	-	-
C.1 Travel and subsistence per travel or day			-	-	-
Travel	-	-	-	-	-
Accommodation	-	-	-	-	-
Subsistence	-	-	-	-	-
C.2 Equipment (please refer to the Depreciation Cost sheet)	-	-	-	-	-
C.3 Other goods, works and services			-	-	-
Consumables	-	-	-	-	-
Services for Meetings, Seminars, Events	-	-	-	-	-
Services for communication/promotion/dissemination	-	-	-	-	-
Website	-	-	-	-	-
Fees (artistic, speakers, writing, cast, rights, etc)	-	-	-	-	-
Production costs and technical costs of prototyping	-	-	-	-	-
Short-term rental of surfaces, venues or studios (eg for productions, rehearsals, events)	-	-	-	-	-
Other (please specify details under worksheet "Comments")	-	-	-	-	-
D. Other cost categories			-	-	-
D.1 Financial support to third parties	-	-	-	-	-
TOTAL DIRECT COSTS INCLUDING SUBCONTRACTING (A+B+C+D)			-	-	-
E. Indirect costs 7%			-	-	-
TOTAL COSTS (A+B+C+D+E)			-	-	-

WP 001

Common errors in Estimated Budget

- Max. grant amount and max. co-financing rate: incorrectly encoded in « Instructions sheets »

For elements to be encoded in 'Instructions', check section 10 of the Call

Max. grant amount = N° of eligible partners (i.e. NOT affiliated entities) X 60.000 EUR (or X 100.000 EUR in case of TV series with production budget \geq 20M EUR)

Max. co-financing rate = 70%

FILL IN THE VALUES BELOW BEFORE STARTING:

Insert the name of your call :	CREA-MEDIA-2024-CODEV
Insert the acronym of your project :	XXXXX
Maximum grant amount as stipulated in the call :	TYPE HERE THE MAXIMUM GRANT AMOUNT
Maximum co-financing rate as stipulated in the call :	TYPE HERE THE MAXIMUM CO-FINANCING RATE

Good example
with 2 beneficiaries
(60k *2=120k)=>
Co-funding %= 70%

FILL IN THE VALUES BELOW BEFORE STARTING:

CREA-MEDIA-2024-CODEV
XXXXX
120,000.00 €
70%

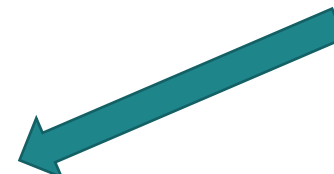
Common errors in Estimated Budget

A. DIRECT PERSONNEL COSTS	
A1. Employees (or equivalent) person months (you can change the types based on your structure)	
Type 1	
Type 2	
Type 3	
Type 4	
Other	

DIRECT PERSONNEL COSTS	
A1. Employees (or equivalent) person months (you can change the types based on your structure)	
Director	
Producer	
Senior Staff 3 (Line Producer, DOP, Production Designer)	
Showrunner	

- Break down the type of employees in the “instructions sheet”

See good example filled in.



CONSOLIDATION

	UNITS	COST PER UNIT	BENEFICIARY TOTAL COSTS
Total WORK PACKAGES:			
Project management and common activities			
A. DIRECT PERSONNEL COSTS			
A1. Employees (or equivalent) person months			
Director	-	-	-
Producer	-	-	-
Senior Staff 3 (Line Producer, DOP, Production Designer)	-	-	-
Showrunner	-	-	-

Please note that **one unit** corresponds to 1 working month

Common errors in Estimated Budget

- Encode **Partners** correctly and **apply changes**



List of Beneficiaries and Affiliated Entities				Actions (double-click to activate)	
BE NR/AE	BE/TP name	Acronym	Country	APPLY CHANGES	Add a Beneficiary
BE 001	Coordinator	COO	be	Remove this Beneficiary	Add an Affiliated Entity
BE 002	Partner 1	PA1	at	Remove this Beneficiary	
BE 002 / AE 001	AE of PA1	AEPA1	de	Remove this Affiliated Entity	Add an Affiliated Entity

same as in Part A

- Encode **work packages** correctly and **apply changes!**



List of Work Packages		Actions (double-click to activate)	
WP Nbr	WP Label	APPLY CHANGES	Add a Work Package
WP 001	Project management and common activities	Remove this Work Package	
WP 002	Project coordinator development activities	Remove this Work Package	
WP 003	Partner 1 development activities	Remove this Work Package	

Same Work packages in Part B

MANDATORY

Common errors in Estimated Budget

A125 =IF(ISNUMBER(OFFSET(A125,0,12)),"START",IF(AND(OFFSET(A125,0,2)=0,OFFSET(A125,0,4)=-"GT"),"END",""))&OFFSET(A125,0,1)

Q		W	X	Y	Z	AA	AB	AC	AD
DETAILED		BE 002		BE 002	BE 003			BE 003	PROJEC
CONSOLIDATION		CineArt TV Prague		KOLAM					
	COST PER UNIT	BENEFICIARY TOTAL COSTS	BE+AE TOTAL COSTS	UNITS	COST PER UNIT	BENEFICIARY TOTAL COSTS	BE+AE TOTAL COSTS	BE+AE TOTAL	
A. DIRECT PERSONNEL COSTS						2,650	2,650		
A.1. Employees (or equivalent) man days									
Producer 1									
Producer 2									
Type 3									
Type 4									
Other									
A.2 Natural persons under direct contract				20	133	2,650	2,650		
A.3 Seconded persons									
A.4 SME Owners without salary									
A.5 Volunteers									
B. Subcontracting costs									
C. Purchase costs						850	850		
C.1 Travel and subsistence per travel or day									
Travel									
Accommodation									
Subsistence									
C.2 Equipment (please refer to the Depreciation Cost sheet)									
C.3 Other goods, works and services						850	850		
Consumables									
Services for Meetings, Seminars, Events									
Services for communication/promotion/dissemination									
Website									
Fees (artistic, speakers, writing, cast, rights, etc)				1	850	850	850		
Production costs and technical costs of prototyping									
Short-term rental of surfaces, venues or studios (eg for productions, rehearsals, events etc.)									
Other									
D. Other cost categories									
D.1 Financial support to third parties									
TOTAL DIRECT COSTS INCLUDING SUBCONTRACTING (A+B+C+D)						3,500	3,500		

Budget: Category “Other costs” in A1 and C3

- If you use the cost Category A.1/Other or C.3/Other, you will need to provide an explanation in the tab “Any comments” of the estimated budget

			Any comments
nr	BE ref	WP ref	Comments
1	MIR	WP1	A.1 Other comprehends: administrative, legal costs and accountant. The amount is considered as a flat fee and therefore not in relation to the unit amount (1)
2	MIR	WP1	A.2: Natural persons under direct contract: Here is indicated a flat fee corresponding to the amount allocated to the Italian author for extra drafts (9.000€) and the co-writer (20.000€)
3	MIR	WP1	C.3 Fees: author's agency fees (10% of the 29.000 allocated to authors)
4	MIR	WP2	C.3 Fees: fees for translations of the research material for the international creative team and of the script drafts (3500 €) + researchers (4000€) + historical consultants (3000€) + location manager and set designer/art director (4000€) + casting and casting director (6000€) + green manager (1500€) + legal costs (6000)
5	MIR	WP2	A.1 Other: lawyer and legal consultancies for contracts and image rights
6	MIR	WP2	C.3 Other: registration of contracts and fees for festivals and markets
7	MIR	WP1	Section C: all amounts correspond to average esteems and/or flat fees and they are not linked to the unit amount (indicated as 1)
8	MIR	WP2	Section C: all amounts correspond to average esteems and/or flat fees and they are not linked to the unit amount (indicated as 1)
9	OF	WP1	A.2: Natural persons under direct contract: fee for Italian writer (18.000€) + German Script Editor (5.000€)
10	OF	WP3	A.1 Other comprehends: accountant (3.000 €) + Administrative costs (5.000€)
11	OF	WP3	C.3 Fees: fees for translations of the research material for the international creative team and of the script drafts (3.500 €) + Budgeting by Line Producer (1.250€) location manager (2.000€) and set designer/art director (2.000€) + Marketing strategy Agency (2.000€) + casting and casting director (3.500€) + legal costs (3.000€)
12	OF	WP3	C.3 Other: fees for festivals and markets
13	OF	WP3	A.2: Natural Persons under direct contract: Production Consultant

Common errors in Estimated Budget

Ineligible costs – most relevant examples:

- Costs incurred before/after the eligibility period (eligibility period is from the start until the end date of the project)
- Costs for ineligible activities (e.g. production phase related costs=> BUT Trailer and teaser eligible cost before Principal Photography)
- **Unforeseen expenses** (« imprévus »), « **forfait** » of a cost (we need actual costs calculation)
- Financial support to third parties, Gifts
- Costs for bank loans
- Deductible or refundable VAT

We are not paying twice the same cost: (1) *Administrative Costs* are covered by the flat rate for indirect costs: therefore, not eligible=> office rent, electricity, telephone, postage, copies, internet, etc. (2) *Insurance* linked to the general operation of the company falls under indirect costs as not directly attributable to the action.

For cost categories, consult the Annotated Grant Agreement: [aga_en.pdf \(europa.eu\)](#)

Common errors in Estimated Budget

In case you use the cost category **EQUIPMENT**, you need to use the “Depreciation costs sheet”.

- **Case 1** : If the beneficiary **buys/ bought** equipment for the project, he needs to fill-out the sheet “Depreciation costs”.
- **Case 2**: If the equipment is related to the **rental** of equipment, the depreciation costs sheet does not need to be filled in. However, the coordinator needs to specify that the C.2 equipment costs is for a rental in the “Any comments sheet”.

=> Case 2 is the most common one in CODEV

TOOL: DEPRECIATION COSTS LIST								
Work Package name	Resource type	Short name of the investments	Date of purchase	Purchase cost	% used for the project	% use for lifetime of the investment	Charged depreciation costs per investment	Justification
							-	
							-	

Navigation bar: BE 003 | Estim costs of the project | Proposal Budget | BE-WP Overview | BE-WP Person Months | Depreciation Costs

Common errors in Part B

- To avoid errors:
 - Use templates in the Portal Submission System
 - Do NOT add other documents not requested (such as CVs); Do NOT leave mandatory sections blank (no info = 0)
 - Provide information in the correct section. Ensure that the info is coherent with the rest of the documents in the application
 - Check that the application is readable

Common errors in Part B

- To respect the **list of work packages in Part B:**
 - WP 1 – Project management and **common activities**
 - WP 2 – Project **Coordinator** development activities
 - WP 3 – **Partner 1** development activities
 - **WP 4 – Partner 2** development activities (if you have **2 Partners+1 COO** in the consortium), etc..

Common errors in Part B

- To respect the **list of deliverables** in the Part B:

- Further planning of co-development activities up

to entry into production of the project => to put in WP1

- Updated creative development (treatment, script, bible, episodes outline or others)
- Update on research work undertaken and visual material
- Update on key artistic crew/casting
- Updated financing and production budgets and schedules
- Updated distribution and marketing strategies
- Interoperable standard identifier and link to the final work, if produced

1) At least one Del. per WP. 2) Same Del. can be repeated in the WPs
3) Respect the "TITLES"

Common errors in Part B

Work Package 1: [Name, e.g. Project management and coordination]					
Duration:	M X - M X	Lead Beneficiary:	i-Short name		
Objectives					
•					
Activities and division of work (WP description)					
Task No (continuous numbering linked to WP)	Task Name	Description	Participants		In-kind Contributions and Subcontracting (Yes/No and which)
			Name	Role (COO, BEN, AE, AP, OTHER)	
T1.1					
T1.2					

- **Participant /Name**=> the name of the company not of the person
- **Role**: COO (coordinator), BEN (partner), AE (affiliated entity), AP (associated partner), OTHER
- **ROLE OTHER**=> Subcontracting YES
- In **WP1** you can have COO + Partners in the Tasks. BUT in **WP2** you have only the COO; in **WP3** only Partner 1, in WP4 only Partner 2, etc.

Common errors in application - Other

- Do not forget to **encode correctly** the previous work(s) in the **MEDIA Database**
- **Encode/Mention** the first day of principal photography of the project
- ***Do not forget to fill in Part C and upload the language declaration***
- Do not forget to upload the **signed co-development agreement, PDF generated from the MEDIA Database** and all the other mandatory docs (*see above list in slides How to apply*)
- ***Submit on time: 6 March 2024 (5pm Brussels time)***

If not all mandatory documents are there, the application can be considered **inadmissible**

The better applications are structured, the quicker the evaluation, the quicker the decision!

Q&A





Content questions?

Creative Europe desks:

<https://ec.europa.eu/culture/resources/creative-europe-desks>

EACEA functional mailbox:

EACEA-MEDIA-CODEV@ec.europa.eu





Technical (IT) questions?

IT related individual questions regarding the Portal Submission System: <https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/support/helpdesks/contact-form>

F&TP support section: <https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/support/support>

Thank you



Creative Europe
2021-2027

PUSH BOUNDARIES



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Slide 7, source: pixabay.com

