



REGIONE PUGLIA

COUNCIL FOR TOURISM AND CULTURE - MANAGEMENT AND VALORIZATION OF CULTURAL HERITAGES

DEPARTMENT OF TOURISM, ECONOMY OF CULTURE AND VALORIZATION OF TERRITORY

CULTURAL ECONOMY SECTOR



PRIORITY AXES III

COMPETITIVENESS OF SMALL AND MEDIUM ENTERPRISES

ACTION 3.4

Support actions for culture, tourism, creative and entertainment industry enterprises

PUBLIC NOTICE

APULIA FILM FUND 2018/2020



Version updated to 01/Oct/2018

Article 1 – Referenced Legislation and Definitions

Council Regulation (EC) No. 994/98 of 7 May 1998 on the application of Articles 92 and 93 of the Treaty establishing the European Community to certain categories of horizontal state aid, as amended by EU Regulation no. 733/2013, dated 22nd July 2013, in particular article 1, paragraph 1, letters a) and b)

Commission Regulation (EU) No. 651/2014 of 17 June 2014, published in the Official Journal of the European Union on 26 June 2014, declaring certain categories of aid compatible with the internal market in application of Articles 107 and 108 of the Treaty

Commission Regulation (EU) No. 1303/2013 of the European Parliament and of the Council of 17 December 2013 laying down common provisions on the European Regional Development Fund, the European Social Fund, the Cohesion Fund, the European Agricultural Fund for Rural Development and the European Fund for maritime affairs and fisheries and general provisions on the European Regional Development Fund, the European Social Fund, the Cohesion Fund and the European Maritime and Fisheries Fund, and repealing EC Regulation No. 1083/2006 of the Council

Commission Regulation (EU) No. 1084/2017 of 14 June 2017 amending EU Regulation No. 651/2014 for aid to port and airport infrastructures, notification thresholds applicable to culture and heritage conservation aid and to aid for sports facilities and multifunctional recreational facilities, as well as regional aid schemes in the outermost regions, and amending the EU Regulation No. 702/2014 regarding the calculation of eligible costs

Communication of the European Commission published in the Official EU Journal C332/1, 15 November 2013, "Commission Communication on State aid for cinematographic and other audiovisual works"

Communication of the European Commission published in the Official Journal of the European Union C209/1 of 23 July 2013, "Guidelines on national regional aid 2014-2020"

Law No. 220 of 14 November 2016 "Regulations for cinema and audiovisual industries" and subsequent modifications; in particular Ministerial Decree MiBACT No. 63 of 25 January 2018 "Application provisions concerning the Film Commission and general guidelines and parameters for the management of financial support funds for the audiovisual sector, allocated through the Regions or Autonomous Provinces", Inter-ministerial Decree MiBACT-MEF No. 157 of 15 March 2018 "Application provisions concerning tax credit for film and audiovisual production companies referred to in Article 15 of Law No. 220 of 14 November 2016, "and Inter-ministerial Decree MiBACT-MEF No. 158 of 15 March 2018 "Provisions for the application of tax credits in the cinematographic and audiovisual sector" referred to in articles 16, 17, paragraph 1, 18, 19 and 20 of Law No. 220 of 14 November 2016, "sub-paragraphs V and VI

Decree of the President of the Republic No. 22 of 5 February 2018 "Regulation containing the criteria on eligibility of expenditure for programs co-financed by European Structural Investment Funds (SIE) for the 2014-2020 programming period"

Legislative Decree No. 33 of 14 March 2013, No. 97 of 25 May 2016 "Reorganization of legislation regarding civil disclosure and requirements on publicity, transparency and dissemination of information by public authorities"

Regional Law No. 28 of 26 October 2006 concerning "Regulations for countering unemployment"

Regional Law No. 15 of 20 June 2008 and Regulation No. 20/2009 of the Regione Puglia (Transparency in administrative action)

Regional Law No. 10 of 29 June 2004 concerning "Regulation of regional aid" and, particularly, Art. 1, which governs the procedures for approval of the implementation regulations of the Law

Regulation of the Regione Puglia No. 6 of 26 February 2015, for aid to be compatible with the internal market under the TFUE (Regional Regulation of Puglia for aid in exemption). Aid schemes for audiovisual works

Resolution No. 1000 of the Regional Council of 7 July 2016 for the modification of the "Format of the contract of Guarantee for anticipation of aid from the Regione Puglia"

Resolution No. 582 of the Regional Council of 26 April 2016, "Operational Program ERDF-ESF 2014/2020. Resolution No. 582 of the Regional Council of 26 April 2016, "Operational Program ERDF-ESF 2014-2020. Acknowledgment of the methodology and of the criteria for the selection of operations approved by the Monitoring Committee, in accordance with Art. 110 (2), letter A) Regulation (EU) No. 1303/2013"

Deliberation No. 977 of the Regional Council of 20 June 2017 "Operational Program ERDF-ESF 2014/2020. Modification of selection criteria for operations co-financed by the Program"

Deliberation No. 1422 of the Regional Council of 14 September 2017, "Operational Program ERDF-ESF 2014/2020. Deliberation of the Regional Council No. 583 of 26 April 2016. Acknowledgement of the changes made to the Internal Regulations of the Program Monitoring Committee"

This Notice uses the definitions from Article 2 and Annex I of (EU) Regulation No. 651/2014 "General Block Exemption regulations", the definitions of which are Article 2 from Law No. 220 of 14 November 2016 "Regulations for cinema and audiovisual industries" and also include the following definitions:

1. "General Block Exemption Regulations": EU Regulation No. 651/2014 of the Commission of 17 June 2014;
2. "Anti-Mafia legislation": Legislative Decree No. 159 of 6 September 2011 and its subsequent amendments;
3. "Production: the combination of development phases, pre-production, executive realization or shooting or technical realization of the work, post-production, the outcome of which is the creation of the final copy or the master copy of the audiovisual work; if it is carried out by the same producer, the preparation of the audiovisual materials necessary for the communication, promotion and marketing of the audiovisual work in Italy and abroad is included
4. "Development": the initial phase of production concerning the creative, economic and financial planning of the work; typically including investments relating to the drafting or acquisition of the rights of the plot and of the script, to the possible acquisition of the rights of adaptation and use from another work protected by copyright
5. "Pre-production": the phase of organization of the shooting and contracting of the technical and artistic cast, including activities of research, location inspection, documentation, as well as expenses related to the definition of the budget, financial plan and the pursuit of other sources of funding
6. "Shooting" or "Realization": the shooting phase or, in the case of an animation project, the actual execution of the work
7. "Post-production": the phase following shooting, which includes audio-video editing and mixing activities, the addition of special effects and transfer to the destined media equipment
8. "Creative processing rights": all the rights of modification, processing, adaptation, translation, transformation, remaking, reduction and variation, in whole or in part, of the subject, the screenplay and, more generally, original works from which the complete work is drawn, for the realization and use of derivative works, as well as any other creative processing right, as per Law No. 633/1941 and its subsequent modifications
9. "Total production budget" or "Production cost":
 - a. In the case of projects pertaining to the categories of FICTION, DOC and SHORT, the gross costs of any tax or other charge related to the phases of development, pre-production, execution, shooting or technical implementation of the work, post-production, or the sum of:
 - Above the line costs: plot/subject matter and screenplay, direction and main actors
 - Below the line costs: pre-production, production, direction, editing, technical staff, workforce, artistic staff, costumes, set design, theatres and construction, indoor spaces, technical means, outdoor spaces, accessibility, transport, film and processing, visual and special effects, publishing, music, insurance and warranties, directly attributable miscellaneous expenses, including expenses for verifying expense reports, direct costs for insurance, financing and warranties
 - Costs related to production compensation ("producer's fee") and overheadsIn the case of short TV / Web musical films (music videos), "Music" cannot be considered an entry
 - b. In the case of projects pertaining to the ANIMATION category, the gross costs of any tax or other charge related to the phases of development, pre-production, executive realization, shooting or technical realization of the work, post-production, the outcome of which is the creation of the final copy or the master copy of the audiovisual work; in other words, the sum of:
 - Above the line costs: plot and screenplay, direction and main actors
 - Below the line costs: pre-production, production, direction, technical staff, workforce, artistic staff, transport, film and processing, storyboard, 3D modelling and rigging, layout, animation, colouring, set design, compositing and rendering, recording of music, sound editing and mixing, final editing, visual and special effects, publishing, music, insurance and warranties, directly attributable miscellaneous expenses (including expenses for verifying expense reports), direct costs for insurance, financing and warranties
 - Costs related to production compensation ("producer's fee") and overheads

- c. In the case of projects pertaining to the FORMAT category, the gross costs of any tax or other charge related to the phases of pre-production, executive realization or shooting or technical realization of the work, post-production, whose outcome is the realization of the final copy or of the master copy of the audiovisual work; in other words, the sum of:
 - Above the line costs: authors, direction and talent
 - Below the line costs: production, direction, technical staff, workforce, artistic staff, casting, costumes, set design, theatres and construction, indoor spaces, technical means, outdoor spaces, accessibility, transport, post-production, music, insurance and warranties, directly attributable miscellaneous expenses, including expenses for verifying expense reports, direct costs for insurance, financing and warranties
 - Costs related to production compensation ('producer's fee') and overheads
 In the case of a serial project pertaining to any category, the overall cost of the episodes, with the specification of the unit cost per episode, is intended.
10. "Final copy cost": production cost, excluding general expenses and payment for production ("producer's fee"); by extension, the definition shall apply to all types of audio-visual works that are beneficiaries of this Notice.
11. "Difficult audiovisual works": the works referred to in Article 5 of Interministerial Decree MiBACT-MEF No.157 of 15 March 2018.
12. "Format": a television program which has already been aired and whose basic framework has an economic value, namely a program that has already been realized, at least in pilot form.
13. "Reality": a television program characterized by the permanence of all the contestants in a circumscribed location and is filmed 24/7, and which provides a mechanism of nominations and eliminations, which lead to a final winner.
14. "Talent Show": a television program for artistic and/or professional training of a group of people who must demonstrate their talents and abilities in order to prevail over other competitors and win a prize, usually related to their discipline.
15. "Factual entertainment": a television program characterized by focusing on stories that are dealt with in an apparently open and free fashion, a seemingly live broadcast, with no mechanisms or superfluous turning points.
16. "Fictionality" or "Constructed Reality": a television program between reality and factual entertainment that involves the presence of explicitly staged parts and actors.
17. "Action game": a television program characterized by the presence of many players who must face particular physical challenges, in order to win a prize or a final spot.
18. "Adventure game": a television program characterized by the presence of several players who must face great adventures in extreme places in order to win a prize or a final spot.
19. "Rating of the legality of enterprises": the rating pursuant to art. 5-ter of Law Decree No. 1/2012, converted with amendments by Law No. 27/2012, as governed by Decree 20 February 2014, No. 57 - MEF-MISE published in the Official Gazette on 7 April 2014, No. 81

Article 2 – Object, Purpose and Eligible Projects

1. The Regional Operational Program Puglia ERDF-ESF 2014/2020, in line with thematic objective 3 "Valorising the competitiveness of SMEs" intends to promote innovative development at the social and territorial level and the valorisation of the endogenous potential of attractiveness of the various regional territories through the valorisation of the resources of culture, environment and territorial creativity. ROP Puglia ERDF-ESF 2014/2020 pursues its strategy through 13 priority Axes, identified in line with the thematic objectives of EU Regulation No. 1303/2013 and of the National Partnership Agreement. Among the objectives included in Axis III, called "Competitiveness of small and medium-sized enterprises", is Objective 3c), "Consolidate, modernize and diversify the territorial production systems" within which is Action 3.4, which provides the activation of interventions to support businesses in the cultural, tourist, creative and entertainment sectors. Action 3.4 of the ROP Puglia ERDF-ESF 2014/2020 has among its activities the development of complementary products and services for the valorisation of identified cultural and natural attractions of the territory including the

valorisation of Apulian locations realized through the support of Italian, European and non-European audiovisual, cinematographic and television production companies in Apulia. This Notice contributes to the pursuit of the following output indicators (as per investment priority 3b "Developing and implementing new business models for SMEs, in particular for internationalization", of ROP Puglia ERDF-ESF 2014/2020): CO01 - Number of enterprises receiving support and CO02 - Number of enterprises receiving grants.

2. The general objective of this Notice is to encourage the creative potential of authors, writers, artists and creative types and to increase the attractiveness of the Apulian territory as a production set for audiovisual productions, to raise the professional level of technicians and the workforce and to valorise the beauty and variety of Apulia from the point view of its historical, artistic and landscape heritage, to be understood in the broadest sense as "visible environment", in which all aspects relating to the relationship between man and nature are fully included.
3. In this context, the Regione Puglia intends to support Italian, European and non-European audiovisual, film and television production companies that produce in Apulia in order to valorise Apulian locations as natural and cultural attractions. All this should also guarantee both direct and indirect impact as well as integration among enterprises within the related industries.
4. In particular, these actions are aimed at supporting the production phase of projects or series of audiovisual projects through an aid scheme granted under:
 - a. Commission Regulation (EU) No. 651/2014, of 17 June 2014, "General Block Exemption Regulations" declaring certain categories of aid compatible with the common market, in accordance with Articles 107 and 108 of the Treaty (GU EU L 187/1 of 26 June 2014) and in particular to Article 54 "Aid schemes in favour of audiovisual works", and
 - b. Regione Puglia Regulation No. 6 of 26 February 2015, "Regulation for subsidies compatible with the internal market under the TFUE (Regional Regulation of Apulia for exempt aid). Aid schemes for audiovisual works."
5. The types of projects eligible for aid under this present Notice are audiovisual works pertaining to the categories listed below, realized in Apulia, either wholly or in part. In particular:
 - a. FICTION category: fictional feature film with a minimum duration of 52 minutes, whose principal use is cinematographic; works of fiction (single or series) with a total duration of at least 90 minutes, mainly intended for television broadcasting (including VoD and SVoD)
 - b. DOC category: creative documentaries with a minimum duration of 52 minutes, principally for cinematographic use; creative documentaries (single or series), generally not intended for cinema/cinematographic use
 - c. SHORT category: short films with a duration of less than 52 minutes; musical short films (music videos); pilot episode of a series with a duration of less than 52 minutes
 - d. ANIMATION category: animated feature films with a minimum duration of 52 minutes, mainly for cinema; animation projects (single or series) with a minimum total duration of 24 minutes destined mainly for television broadcasting (also VoD and SVoD)
 - e. FORMAT category: reality; talent show; factual entertainment; fictionality/constructed reality; action game; adventure game
6. Such audiovisual works must fulfil, at the date of the application, the following requirements:
 - a. Have a minimal financial coverage, detailed as follows:
 - 60% of the cost of the final copy, in the case of projects pertaining to the FICTION category
 - 40% of the cost of the final copy, in the case of projects pertaining to the DOC category
 - 20% of the cost of the final copy, in the case of projects pertaining to the SHORT category
 - 60% of the cost of the final copy, in the case of projects pertaining to the ANIMATION category
 - 60% of the cost of the final copy, in the case of projects pertaining to the FORMAT category
 - b. In the case of projects pertaining to the FICTION category, have a distribution contract, a Deal Memo or a letter of commitment for distribution, with a distributor, and/or a broadcaster, and/or a VOD or SVOD platform. Letters of Interest will not be considered eligible.
 - c. In the case of projects pertaining to the FORMAT category, have of a contract with the broadcaster for TV airing. A Deal Memo, letters of interest or letters of intent will not be considered eligible.
7. Eligible projects must begin after the submission of the aid application, except for the development phase. More specifically, the shooting phase, i.e. the beginning of filming, must start after the submission of the aid application.

8. The applicant company must respect the following minimum thresholds for the shooting phase in Apulia:
 - a. 6 working days in the case of projects pertaining to the FICTION category
 - b. 6 working days in the case of projects pertaining to the DOC category
 - c. 2 working days in the case of projects pertaining to the SHORT category
 - d. 6 working days in the case of projects pertaining to the ANIMATION category
 - e. 2 working days in the case of projects pertaining to the FORMAT category
9. This Notice excludes the possibility of allotting aid to the cases referred to in art. 1 par. 3 of EU Regulation No. 651/2014.
10. Excluded are projects of a pornographic nature, projects which advocate crime or incite violence or racial hatred; projects that may damage the image of the Regione Puglia and the Apulia Film Commission Foundation; TV commercials, advertisements, televised shopping and promotional TV; information and news programmes; game shows, variety shows, quiz shows, talk shows; shows about events, including theatre, musical, artistic, cultural, sports and celebratory events, live or taped; documentaries promoting tourism, "making-of", reportage, animal reportage and docusoaps.
11. The present Notice defines the characteristics of the subjects who may benefit from it, as well as the type and extent of the aid, the eligible expenses, the assessment criteria and the procedures for access, concession and allocation of the aid.

Article 3 – Beneficiaries and Eligibility Requirements

1. The recipients of the benefits provided for in this Notice are micro, small and medium-sized enterprises that make investments in the production of audiovisual projects, which at the date of submission of the application for aid, meet the following requirements:
 - a. Being a micro, small or medium-sized enterprise, according to the Community definition (Annex I of the General Block Exemption Regulation)
 - b. Being registered in the Register of Companies or an equivalent register in a Member State of the European Union
 - c. Being the only producers or co-producers of the audiovisual work presented, or have an executive production contract with the production company of the audiovisual work
 - d. Operating mainly in the field of "Motion picture, video and television program production activities" (ATECO code 2007 J 59.11, code NACE J 59.11 or equivalent outside Europe)
 - e. Not being considered an enterprise in difficulty according to the Community definition (Article 2 paragraph 1 point 18 of the General Block Exemption Regulation)
 - f. Not being subject to bankruptcy proceedings (such as, business failure, receivership or special administration or compulsory administrative liquidation), or liquidation, dissolution of the company or composition with creditors without business continuity or debt restructuring plan
 - g. Operating in compliance with the provisions of national and territorial collective bargaining agreements and social security obligations, in accordance with Regional Law No. 28 of 26 October 2006
 - h. Not being in conditions which do not allow the disbursement of aid, pursuant to Anti-Mafia Legislation
 - i. Not being in a position of having received aid and subsequently not paid it back or having deposited it into a blocked account, which the authorities are required to recover by the implementation of a recovery decision
 - j. Not having been the recipients, in the 6 years preceding the date of communication of admission to the benefits, of revocation orders with which the total restitution of public benefits has been arranged, with the exception of those deriving from revocation measures or waiver undertaken by the enterprise itself
 - k. Not having been beneficiaries of Film Fund subsidies for production from the Apulia Film Commission Foundation or the Regione Puglia for the same audiovisual work for which the aid referred to in this Notice is requested
2. The requirements referred to in points b) to k) of paragraph 1 of this article must be maintained until the final disbursement date of the endowment.
3. Individuals as well as foundations, institutes, universities, associations and other legal entities operating in the public interest are not considered recipients of the benefits set out in this Notice.

4. In the case of a non-EU company, the company is obliged to draw up the audiovisual production project with a company with EU tax residence.
5. Compliance with social security contributions is mandatory throughout the period of the relationship with the Regione Puglia, namely from the date of submission of the application to the date of disbursement and payment of the balance. The Regione Puglia will verify compliance with the competent authorities.
6. The Regione Puglia will verify compliance with social security contributions, attested through DURC, compulsorily during the admissibility investigation, when the aid is disbursed, at the moment of the signing of the agreement and at every single request for disbursement.
7. Aid allotted exceeding EUR 150,000.00 is subjected to audits pursuant to Anti-Mafia Legislation.

Article 4 – Endowment, nature and extent of the subsidy

1. The total financial resources provided for in this Notice amount to EUR 10,000,000.00. The Regione Puglia, on the basis of the results of the assessment and the availability of additional resources, reserves the right to increase the financial resources of this Notice.
2. If the endowment is not increased, partial contributions will not be granted when resources are depleted.
3. The financial support referred to in this Notice shall be configured as a subsidy granted in the form of an exempt aid scheme, in the form of partial reimbursement of costs actually incurred and paid.
4. The amount of aid for each beneficiary enterprise shall be determined on the basis of the costs of:
 - a. Fixed-term or permanent personnel with residence in Apulia and self-employed persons holding a VAT number with residence in Apulia, registered in the Production Guide database of the Apulia Film Commission Foundation (accessible at pg.apuliafilmcommission.it), which guarantees maximum transparency and accessibility to professionals in the sector
 - b. The supply of goods and services made by companies with tax residence in Apulia
5. The amount of aid for each beneficiary cannot, in any case, exceed the maximum amounts specified below:
 - a. EUR 1,000,000.00 in the case of projects pertaining to the FICTION category
 - b. EUR 100,000.00 in the case of projects pertaining to the DOC category
 - c. EUR 40,000.00 in the case of projects pertaining to the SHORT category
 - d. EUR 250,000.00 in the case of projects pertaining to the ANIMATION category
 - e. EUR 100,000.00 in the case of projects pertaining to the FORMAT category
6. The intensity of aid cannot, in any case, exceed the limits set by Article 6 of this Notice.
7. Aid for audiovisual projects cannot exceed the EUR 1 million threshold, per company and per year. Companies that are beneficiaries of aid of EUR 1 million from the Regione Puglia are excluded in the 12 months following the receipt of the amount of EUR 1 million and are not allowed to submit further application for aid.

Article 5 – Eligible Expenses and Reimbursable Expenses

1. Expenses relating to the total production budget of the subsidized audiovisual work, actually incurred and paid by the recipient company, are eligible.
2. Costs incurred in a manner other than that established by European, national and regional legislation regarding the eligibility of expenses are not eligible.
3. Only the production costs of the audiovisual project for the development, pre-production, execution and post-production phases of the audiovisual work are reimbursable. Pre-production costs are integrated into the total budget and taken into account when calculating aid intensity.
4. For the purposes of calculating the aid payable, equal to the partial reimbursement of the costs referred to in Article 4 paragraph 4, the following are considered reimbursable:
 - a. 75% of the net amount of the payroll of fixed-term or permanent personnel with residence in Apulia and the net invoice amount (excluding VAT) of self-employed persons holding a VAT number with residence in Apulia, registered with the Production Guide database of the Apulia Film Commission

Foundation (accessible from the URL pg.apuliafilmcommission.it) for all types of projects relating to each category

- b. 30% of the taxable amount indicated in the invoices of companies supplying goods and services, having tax residence in Apulia, in the case of a project pertaining to the FICTION category
 - c. 50% of the taxable amount indicated in the invoices of companies supplying goods and services, having tax residence in Apulia, in the case of a project pertaining to the DOC category
 - d. 70% of the taxable amount indicated in the invoices of companies supplying goods and services, having tax residence in Apulia, in the case of a project pertaining to the SHORT category
 - e. 50% of the taxable amount indicated in the invoices of companies supplying goods and services, having tax residence in Apulia, in the case of a project pertaining to the ANIMATION category
 - f. 30% of the taxable amount indicated in the invoices of companies supplying goods and services, having tax residence in Apulia, in the case of a project pertaining to the FORMAT category
5. These amounts are net of any taxes, social, social security and welfare taxes paid by the company and the taxable invoices of suppliers with tax residence in Apulia.
6. The obligation to register with the Production Guide database of the Apulia Film Commission Foundation is waived for minors (at the date of employment), extras and trainees, whose net paycheques are considered reimbursable as long as they reside in Apulia.
7. Reimbursable expenses must be related to the items of expenses listed and any limits established in Annex 1.
8. Reimbursable expenses must actually be incurred and paid starting from the day following the date of submission of the application for aid.
9. Reimbursable expenses related to above the line costs are reportable according to the following maximum amounts:
 - a. EUR 100,000.00 in the case of projects pertaining to the FICTION category
 - b. EUR 40,000.00 in the case of projects pertaining to the DOC category
 - c. EUR 10,000.00 in the case of projects pertaining to the SHORT category
 - d. EUR 40,000.00 in the case of projects pertaining to the ANIMATION category
 - e. EUR 50,000.00 in the case of projects pertaining to the FORMAT category
10. Specialised consultancy services must be carried out by persons holding a VAT number.
11. Purchases of goods or services from suppliers/companies (including single-owner businesses) are not reimbursable if:
 - a. The suppliers/companies have among their partners, owners or administrators:
 - The administrator, owner or a partner of the beneficiary company
 - A spouse, relative or similar (direct or indirect relation) within the third degree of kinship of the owner/legal representative of the beneficiary company
 - b. The suppliers/companies find themselves, with regard to the beneficiary company, under the conditions of Civil Code Art. 2359, i.e. they are both participants, of at least 25%, of the shareholdings of the same entity or have the majority of the administrative body composed of the same members
 - c. The suppliers/companies are connected to the beneficiary company, as defined in Annex I of the General Block Exemption Regulations.
12. The following are not reimbursable:
 - a. Expenses related to the purchase of machinery and equipment
 - b. Expenses paid in cash
 - c. Expenses incurred from bank accounts not listed in Annex 2a
 - d. Expenses related to VAT
 - e. Expenses related to goods and services not directly functional to the project for which social security taxes are requested
 - f. Expenses related to short-term/temporary work
 - g. Expenses related to compensation for workers hired by national collective labour agreements other than those provided for in the audio-visual industry sector
 - h. Expenses incurred as in-kind contributions
 - i. Expenses incurred in favour of companies connected to the beneficiary company, as defined in Annex I of the General Block Exemption Regulation
 - j. Expenses incurred before the date of submission of the application for aid

- k. Expenses related to the provision and supply of goods and services by third parties financing the audiovisual work or, in general, third parties who find themselves in situations of co-interest with the company benefiting from the subsidy
 - l. Expenses related to activities in the sectors excluded from the application of the General Exemption Regulation
 - m. Passive interest, company compensation (producer's fee) and general expenses
 - n. Expenses related to motorway tolls or the purchase of travel tickets
 - o. The expenses related to the hire of subcontractors of goods, that is, not the owners of the goods object of the rental
 - p. Expenses inferior to EUR 100.00, excluding VAT
13. The limit in letter p) of the preceding paragraph shall be waived for expenses related to payroll whose net is lower than EUR 100.00, as in the minimum wage of the national collective bargaining agreement.
 14. In the case of presentation of co-production or executive production contracts, the expenses actually incurred by the co-producers of the audiovisual work or by the executive production company are reimbursable, subject to compliance with the obligations of traceability pursuant to art. 13, paragraph 2 letter f) of this Notice.
 15. The expenses incurred by the co-producers of the audiovisual project or by the executive production company referred to in the previous paragraph shall be reported within the limits of the amounts indicated in the related contract below.
 16. Executive production contracts must be stipulated after the date of submission of the application for subsidization or, if stipulated previously, must contain a condition precedent, which subordinates the irreversibility of the investment of the concession of aid by the Apulia Region, pursuant to Art. 2 paragraph 23 of the General Block Exemption Regulation.
 17. The amount of the grant approved at the time of the concession of the subsidy is determined with reference to the expenses that are deemed to be reimbursable; any increase in variation does not in any case determine an increase in the amount of the aid granted.
 18. The amount of the aid granted is recalculated when the balance is disbursed, following the verification of the reimbursable expenses actually incurred, reported and recognised.

Article 6 – Aid Intensity and Cumulation

1. The subsidy may be cumulated with any other State aid, including by way of a "de minimis", granted to the beneficiary company for the same costs, provided that the total aid intensity does not exceed 47% of the eligible costs for the total production budget, gross of any tax and other charges, as defined in art. 1, paragraph 9 of this Notice, or increased aid intensity provided for by Regional Regulation No. 6/2015 and by the General Block Exemption Regulation.
2. This increased intensity provides that the cumulation of the benefits does not exceed the following percentages:
 - a. 50% of the eligible costs of the total production budget, gross of any taxes and other charges, for companies whose legality rating is valid
 - b. 60% of the eligible costs of the total production budget, gross of any taxes and other charges, for cross-border production, financed by more than one Member State and involving producers from more than one Member State
 - c. 100% of the eligible costs of the total production budget, gross of any taxes and other charges, for difficult audiovisual works and co-productions involving countries from the OECD's Development Assistance Committee (DAC)
3. The total amount of State aid for the subsidized audiovisual project shall be taken into account to verify compliance with the notification thresholds and the maximum aid intensities. To this end, moreover, information will be transmitted concerning the aid granted to the National Register of State Aid.

Article 7 – Application procedure

1. The application form must be submitted, solely via the certified electronic mail of the applying enterprise, to the following email address: apuliafilmfund@pec.rupar.puglia.it
2. The email subject must be: “Apulia Film Fund 2018/2020 - Domanda di agevolazione” (Apulia Film Fund 2018/2020 – Subsidy Application Form).
3. The application must contain the following documentation:
 - a. Application form (Annex 3)
 - b. Financial plan (Annex 4) with an indication of the funding required (indicate “R”) or obtained (indicate “O”)
 - c. Documentation certifying the availability of the minimum financial coverage, as per art. 2 paragraph 6 letter a) of this Notice. The funding obtained, detailed in the financial plan referred to in letter b) above, must be demonstrated by official supporting documentation of the institution that makes the contribution (supranational, national or regional body) and / or the related agreements (e.g. with co-producers, third-party funders, broadcasters, distributors, etc.). More specifically:
 - If the financial plan calls for a direct corporate financial contribution from the applicant company, and / or a financial contribution from the co-producers, within the minimum financial coverage, a bank certificate must be attached at the date of submission of the application that proves the effective availability of the indicated amount, prepared according to the form in Annex 5.
 - If the financial plan calls for aid through "tax credit for film and audiovisual production companies" within the minimum financial coverage required, it will be necessary to attach the appropriate document to the tax credit of DG Cinema - MiBACT, provided for by art. 7 paragraph 5 of the Inter-ministerial Decree MiBACT-MEF No. 157 of March 15, 2018 or make a prior request to DG Cinema - MiBACT according to articles 13 and 18 of the same Inter-ministerial Decree.
 - If the financial plan calls for aid through "Tax credit for the attraction of film and audiovisual investments in Italy" within the minimum financial coverage required, it will be necessary to attach the prior request to DG Cinema - MiBACT, art. 22 of the Inter-ministerial Decree MiBACT-MEF No. 158 of 15 March 2018.
 - If the financial plan calls for aid through "tax credit for contributions to film production by companies outside the sector" within the minimum financial coverage required, it will be necessary to attach the relative contracts duly registered with the Italian Revenue Agency.
 - d. Annex 2, containing:
 - I. Self-certification in order to verify social security contribution compliance as well as the traceability of financial flows (Annex 2a); the bank accounts indicated must be assigned to the company and designated to the project, even in a non-exclusive form. The same accounts must be used for payments of all expenses related to the subsidized project, and only one will be the recipient of the subsidy
 - II. Self-certification relating to the possession of the requirements indicated in art. 3 paragraph 1 of this Notice (Annex 2b) and certifying that the proposed project for the subsidy does not include activities that were part of an operation that has been or should have been the subject of a procedure of recovery, following the relocation of a productive activity outside the area involved/interested in the ROP Puglia
 - III. Self-certification relating to the cumulation of aid, as well as any other de minimis aid received during the two previous financial years and the current financial year (Annex 2c)
 - IV. Self-certification of stamp duty payment of EUR 16.00 (Annex 2d)
 - e. Contract, or other agreement as per art. 2 paragraph 6, letters b) and c) of this Notice
 - f. Any co-production contracts
 - g. Company resume of the applicant company and possibly of all the parties involved in the production (any co-productions or associated and executive productions)
 - h. Financial statements for the last 3 years and relative self-certification attesting to their veracity if the applicant is a company exempt from having to deposit financial records at the Chamber of Commerce, and in which at least some partners/associates have unlimited liability for the debts of the company; if the applicant is a corporation, financial statements will be obtained in office
 - i. Estimate of the total production budget, with the above the line and below the line costs, producer fees and overheads, clearly highlighting the expenses to be incurred in Apulia. In the case of a serial

- project, in any pertinent category, the total cost of the episodes, with the specification of the unit cost per episode and the expenses to be incurred in Apulia, is intended
- j. Photocopy of the identity document of the legal representative of the applicant company
 - k. Depending on the categories of the candidate projects,
 - I. In the case of a project pertaining to the FICTION and SHORT categories: plot, synopsis, screenplay, director's notes or mood board; in the case of music videos: synopsis, treatment, director's notes or mood board, link to the song, information on the artist, the record company and the planned release of the music video
 - II. In the case of a project belonging to the DOC category: synopsis, treatment, research dossier (photographic and documental material) and any link to a teaser
 - III. In the case of a project pertaining to the FORMAT category: paper format (maximum 20 pages), link to the format or to the format pilot, audience shares if available
 - IV. In the case of a project pertaining to the ANIMATION category: plot, screenplay, storyboard and analysis of the characters and locations
 - l. Production notes
 - m. Filmography of the producer, screenwriters or authors, director, director of photography, set designer, costume designer, editor, songwriter/composer of the music (in a single file)
 - n. Complete cast and crew profile, including those selected and/or to be selected, indicating their professional skills registered with the Production Guide of the Apulia Film Commission Foundation, with the exception of extras and trainees
 - o. Self-certification relating to cohabiting relatives, for the purposes of anti-mafia information (Annex 6), only in the case of a subsidy request of more than EUR 150,000.00
 - p. Declaration information on the SME qualification (Annex 13)
4. Documents relating to annexes 2, 3, 4, 6 and 13 of the documentation for the application must be signed digitally by the legal representative.
 5. Applications must be drawn up in the format and manner specified in this Notice, on special attached forms.
 6. The subsidy application will be declared inadmissible by failure to present the Application form, the financial plan and the following:
 - a. Screenplay, in the case of a project pertaining to the FICTION, SHORT and ANIMATION categories; treatment in the case of music videos
 - b. Treatment, in the case of a project pertaining to the DOC category
 - c. Paper format, in the case of a project pertaining to the FORMAT category
 7. Subsidy applications are subject to a stamp duty tax of EUR 16.00. The tax payment is self-certified through the presentation of Annex 2d.
 8. Subsidy applications will be registered and submitted to a preliminary assessment aimed at verifying the completeness and basic compliance of the documentation presented.
 9. No more than one subsidy application can be submitted within the same evaluation period, unless the applicant explicitly states they are cancelling and substituting the previous submission with a successive application related to the same project. In this case, the first application submitted will not be taken into consideration.
 10. It is possible to submit additional subsidy applications, relating to different projects in different sessions. The subsidy application assessed by the Technical Assessment Commission cannot be presented in subsequent sessions. Subsidy applications deemed not assessable by the Technical Assessment Commission may be resubmitted in subsequent sessions.
 11. If an applicant presents additional subsidy applications relating to different projects within the same session, the Procedure Manager will invite the applicant to choose which subsidy application should be considered admissible pursuant to this Notice; applications not taken into account will be declared ineligible for assessment. This will not affect the applicant presenting the non-admissible project for assessment in a subsequent session.
 12. By submitting the application, applicants recognize and fully accept the procedures, directions and requirements set forth in this Notice.
 13. The applicant undertakes the responsibility of promptly communicating to the Regione Puglia any updates of the declarations made pursuant to Presidential Decree No. 445/2000, in the event that, between the date of presentation of the subsidy application and the date of publication of the lists referred to in the following art.

8 paragraph 12 of the present Notice, any events that have occurred that make the aforementioned statements obsolete.

Article 8 – Selection process and evaluation of applications

1. Application selection is carried out through an assessment procedure performed on site by an appropriate Technical Assessment Commission, appointed by the Director of the Economy of Culture, who acts as president, and is made up of an employee of the Economy of Culture and three experts of the relevant sector to ensure independence, high-profile and high technical and/or scientific knowledge, assisted by an employee of the department as secretary of the minutes.
2. Experts are selected by a proposal from the Apulia Film Commission Foundation, which communicates a shortlist of names, divided into three technical areas of expertise (1.screenplay and story editing, 2.production, 3. funding).
3. For each session, declarations will be taken from the appointed commissioners on the absence of the causes of incompatibility and impossibility of applications.
4. To carry out the selection and evaluation procedures referred to in this Notice and for the management of the consequent activities, the Economy of Culture Section avails itself of the specialized technical support of the Apulia Film Commission Foundation, based on what is stipulated by Article 7 of Regional Law No. 6/2004, by the Ministerial Decree MiBACT No. 63 of 25 January 2018 and as defined in a specific agreement governing relations between the parties.
5. The Procedure Manager will carry out the preliminary procedures aimed at verifying the formal compliance with the required documentation for the subsequent phase of admissibility and evaluation of the applications received.
6. If, during the preliminary inquiry, any clarification or additions may prove necessary, the Procedure Manager may submit a formal request to the candidate, who is then required to provide the above-mentioned information within a maximum period of 10 calendar days from receipt of the request. If the deadline falls on a public holiday, it will be automatically postponed to the first subsequent working day. After this deadline, the subsidy application is declared to be ineligible. To meet the deadlines set out in this paragraph, the date of dispatch by CEM shall prevail.
7. For applications deemed ineligible, the Procedure Manager will communicate to applicants the reasons for exclusion, in accordance with the procedures set out in Art. 10 bis of Law 241/90.
8. The results of the eligibility assessment are approved by the Director of the Economy of Culture, by means of publication of the list of applications considered eligible and non-eligible for assessment, indicating the reasons for their ineligibility on the www.regione.puglia.it website, in the respective section within 30 days from the last day for the submission of subsidy applications within each evaluation session.
9. Applications considered formally eligible are brought to the attention of the Technical Assessment Commission, which assesses their eligibility with regards to meeting the requirements specified in Art. 2 and 3. If the Commission finds failure to meet the previously mentioned requirements, the application will be deemed ineligible. If the Commission ascertains that the requirements are met, it will proceed to evaluate the applications according to the criteria established in the subsequent Article 9 and determine its admissibility. If the application does not achieve the minimum scores established in the subsequent art. 9, the application will not be considered fundable.
10. The evaluation referred to in paragraph 9 will be carried out by the Technical Assessment Commission a minimum of every two months. The time for completion of the assessment procedures is set for 60 calendar days, starting from the date of publication of the results referred to in paragraph 8 above.
11. If, during the evaluation proceedings, any clarification or additions may prove necessary, the Commission, via the Procedure Manager, may submit a formal request to the candidate, who is then required to provide the above-mentioned information within a maximum period of 10 calendar days from receipt of the request. If the deadline falls on a public holiday, it will be automatically postponed to the first subsequent working day. If this deadline is not met, the subsidy application is declared to be ineligible and excluded from the proceedings. To meet the deadlines set out in this paragraph, the date of dispatch by CEM shall prevail.
12. The results of the Technical Assessment Commission's assessment will be available on a special document published on BURP, on the institutional website www.regione.puglia.it, in the relative section. No later than

20 calendar days from the publication on BURP, interested companies will be able to submit comments and reasonable objections adequately documented to the Procedure Manager, by CEM to apuliafilmfund@pec.rupar.puglia.it. If the deadline falls on a public holiday, this is automatically postponed to the first following working day.

13. Based on the comments/objections referred to in the preceding paragraph and the results of the verifications conducted in accordance with Art. 3 paragraphs 6 and 7 of this Notice, the Director of the Economy of Culture will send an official communication of admission to the concession of the subsidy for each application. In the event of a negative outcome of the verifications carried out pursuant to art. 3 paragraphs 6 and 7 of this Notice, the Director will declare the applicant excluded from the proceedings.
14. Applications that cannot be financed due to insufficient resources may become eligible for funding following an increase in the endowment of this Notice, pursuant to the provisions of art. 4, paragraph 1.
15. In the case of funded applications, the Regione Puglia will send to the beneficiary companies, by CEM, the authorization for the concession of the subsidy, with the procedural guideline attached.
16. If the recipient does not sign the Procedural Guideline, in the manner indicated in the provision of concession within 10 calendar days following its receipt, and attach all documents required, this will be regarded as forfeiture and the Regione Puglia, following the disqualification of the beneficiary company from the subsidy, will consider all the commitments and relations already made automatically terminated. In order to meet the deadlines referred to in this paragraph, the date of dispatch by CEM shall prevail. If the deadline falls on a public holiday, this is automatically postponed to the first following working day.

Article 9 – Evaluation Criteria

1. The technical-economic evaluation of the applications is carried out by the Technical Evaluation Committee at a minimum of every two months:
 - a. Pursuant to EU Regulation No. 1303/2013:
 - Ascertaining the presence of administrative, financial and operational capacity to complete the eligible project
 - Verifying the coherence of the subsidized project with the purposes of this Notice by applying the evaluation
 - b. Pursuant to EU Regulation No. 651/2014, verifying the cultural quality of the subsidized project
2. For the purposes of the assessment referred to in the previous paragraph, in line with the provisions of the Selection Criteria established by the Supervisory Committee of 11 March 2016, the criteria set out in the grids indicated below shall be applied. Applications that reach a minimum total score of 60, as well as the minimum score if indicated, i.e. in the "Min. Points" column for criterion A are considered eligible for funding.
3. Applications that have a total score corresponding to "zero" in at least one criterion are not eligible for funding.
4. For the purposes of evaluating projects pertaining to the FICTION category, the evaluation criteria set out in the following grid are applied:

	Points sub criteria max	Points min	Points max
Criterion A) Quality and innovativeness		27	45
1. Quality, requirement, strength and distinctive character of the plot <ul style="list-style-type: none"> - High = 15 - Medium = 10 - Low = 5 - Null = 0 	15		
2. Writing quality, character development, dialogue, tone and rhythm <ul style="list-style-type: none"> - High = 25 - Medium = 18 - Low = 9 - Null = 0 	25		
3. Director's notes or mood board <ul style="list-style-type: none"> - High = 5 - Medium = 3 - Low = 1 - Null = 0 	5		

Criterion B) Economic impact, sustainability, reliability and production criteria			45
1. Ratio of reimbursable expenses incurred in the region to cost of the sample copy of the work	6		
2. Ratio of working days in Apulia to total working days	6		
3. Ratio of workers registered with the Production Guide to total workers (excluding extras and trainees)	6		
4. Expenses incurred in the region in absolute terms <ul style="list-style-type: none"> - Greater than EUR 1,000,000.00: 5 - Between EUR 500,000.01 and EUR 1,000,000.00: 3 - Between EUR 150,000.01 and EUR 500,000.00: 1 - Less than EUR 150,000.00: 0 	5		
5. International coproduction (majority co-producer with a maximum quota of 80% - minority co-producer / s with a share of no less than 10%) <ul style="list-style-type: none"> - Present = 5 - Not present = 0 	5		
6. Coherency among the technical-artistic components of the audiovisual project, the budget and the financial plan <ul style="list-style-type: none"> - High = 7 - Medium = 5 - Low = 3 - Null = 0 	7		
7. Potential for the diffusion and use of the project in festivals, at the cinema or on TV channels (also VOD or SVOD) <ul style="list-style-type: none"> - High = 5 - Medium = 3 - Low = 1 - Null = 0 	5		
8. Resume of the production company, also for financial and economic standing purposes <ul style="list-style-type: none"> - High = 5 - Medium = 3 - Low = 1 - Null = 0 	5		
Criterion C) Setting and valorisation of the territory			10
1. Ratio of pages of screenplay set in Apulia to total pages of screenplay	5		
2. Valorisation or authenticity of the artistic, cultural, historical, environmental, landscape, enogastronomic and artisanal heritage of Apulia within the narration <ul style="list-style-type: none"> - High = 5 - Medium = 3 - Low = 1 - Null = 0 	5		

5. For the purposes of evaluating projects pertaining to the DOC category, the evaluation criteria set out in the following grid are applied:

	Points sub criteria max	Points min	Points max
Criterion A) Quality and innovativeness		33	55
1. Quality, premise, strength and distinctive character of the subject matter <ul style="list-style-type: none"> - High = 20 - Medium = 15 - Low = 7 - Null = 0 	20		
2. Writing quality, character development, tone and rhythm <ul style="list-style-type: none"> - High = 20 - Medium = 15 - Low = 7 - Null = 0 	20		
3. Quality of the research dossier and any teaser <ul style="list-style-type: none"> - High = 15 - Medium = 10 - Low = 5 - Null = 0 	15		
Criteria B) Economic impact, sustainability, reliability and production criteria			40
1. Ratio of reimbursable expenses incurred in the region to cost of the final copy of the project	8		

2. Ratio of working days in Apulia to total working days	8		
3. Ratio of workers registered with the Production Guide to total workers (excluding extras and trainees)	8		
4. Coherency among the technical-artistic components of the audiovisual project, the budget and the financial plan <ul style="list-style-type: none"> - High = 11 - Medium = 7 - Low = 3 - Null = 0 	11		
5. Resume of the production company, also for and economic standing purposes <ul style="list-style-type: none"> - High = 5 - Medium = 3 - Low = 1 - Null = 0 	5		
Criterion C) Setting and valorisation of the territory			5
1. Valorisation or authenticity of the artistic, cultural, historical, environmental, landscape, enogastronomic and artisanal heritage of Apulia within the narration <ul style="list-style-type: none"> - High = 5 - Medium = 3 - Low = 1 - Null = 0 	5		

6. For the purposes of evaluating projects pertaining to the SHORT category, specifically fictional short films or series pilot episodes, the evaluation criteria set out in the following grid are applied:

	Points sub criteria max	Points min	Points max
Criterion A) Quality and innovativeness		30	50
1. Quality, requirement, strength and distinctive character of the plot <ul style="list-style-type: none"> - High = 25 - Medium = 18 - Low = 9 - Null = 0 	25		
2. Writing quality, character development, dialogue, tone and rhythm <ul style="list-style-type: none"> - High = 20 - Medium = 15 - Low = 7 - Null = 0 	20		
3. Director's notes or mood board <ul style="list-style-type: none"> - High = 5 - Medium = 3 - Low = 1 - Null = 0 	5		
Criteria B) Economic impact, sustainability, reliability and production criteria			40
1. Ratio of reimbursable expenses incurred in the region to cost of the final copy of the project	8		
2. Ratio of working days in Apulia to total working days	8		
3. Ratio of workers registered with the Production Guide to total workers (excluding extras and trainees)	8		
4. Coherency among the technical-artistic components of the audiovisual project, the budget and the financial plan <ul style="list-style-type: none"> - High = 11 - Medium = 7 - Low = 3 - Null = 0 	11		
5. Resume of the production company, also for financial and economic standing purposes <ul style="list-style-type: none"> - High = 5 - Medium = 3 - Low = 1 - Null = 0 	5		
Criterion C) Setting and valorisation of the territory	10		10
1. Ratio of pages of screenplay purposely set in Apulia to pages of total screenplay	5		
2. Valorisation or authenticity of the artistic, cultural, historical, environmental, landscape, enogastronomic and artisanal heritage of Apulia within the narration <ul style="list-style-type: none"> - High = 5 - Medium = 3 - Low = 1 	5		

- Null = 0			
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7. For the purposes of evaluating projects pertaining to the SHORT category, specifically musical short films (music videos) for TV/Web, the evaluation criteria set out in the following grid are applied:

	Points subcriteria max	Points min	Points max
Criterion A) Quality and innovativeness		24	40
1. Quality, requirement, strength and distinctive character of the plot <ul style="list-style-type: none"> - High = 15 - Medium = 10 - Low = 5 - Null = 0 	15		
2. Writing quality <ul style="list-style-type: none"> - High = 20 - Medium = 15 - Low = 7 - Null = 0 	20		
3. Director's notes or mood board <ul style="list-style-type: none"> - High = 5 - Medium = 3 - Low = 1 - Null = 0 	5		
Criteria B) Economic impact, sustainability, reliability and production criteria			40
1. Ratio of reimbursable expenses incurred in the region to cost of the final copy of the project	8		
2. Ratio of working days in Apulia to total working days	8		
3. Ratio of workers registered to the Production Guide to total workers (excluding extras and trainees)	8		
4. Coherency among the technical-artistic components of the audiovisual project, the budget and the financial plan <ul style="list-style-type: none"> - High = 11 - Medium = 7 - Low = 3 - Null = 0 	11		
5. Resume of the production company, also for financial and economic standing purposes <ul style="list-style-type: none"> - High = 5 - Medium = 3 - Low = 1 - Null = 0 	5		
Criterion C) Setting and valorisation of the territory			20
1. Valorisation or authenticity of the artistic, cultural, historical, environmental, landscape, enogastronomic and artisanal heritage of Apulia within the narration <ul style="list-style-type: none"> - High = 20 - Medium = 15 - Low = 7 - Null = 0 	20		

1. For the purposes of evaluating projects pertaining to the ANIMATION category, the evaluation criteria set out in the following grid are applied:

	Points sub criteria max	Points min	Points max
Criterion A) Quality and innovativeness		30	50
1. Quality, requirement, strength and distinctive character of the plot <ul style="list-style-type: none"> - High = 10 - Medium = 7 - Low = 3 - Null = 0 	10		
2. Quality, requirement, strength and distinctive character of the idea and dramatic potential of the project <ul style="list-style-type: none"> - High = 15 - Medium = 10 - Low = 5 	15		

<ul style="list-style-type: none"> - Null = 0 			
3. Quality of the visual approach and artwork, as well as creative potential of the project <ul style="list-style-type: none"> - High = 15 - Medium = 10 - Low = 5 - Null = 0 	15		
4. Director's notes or mood board <ul style="list-style-type: none"> - High = 10 - Medium = 7 - Low = 3 - Null = 0 	10		
Criteria B) Economic impact, sustainability, reliability and production criteria			45
1. Ratio of reimbursable expenses incurred in the region to cost of the final copy of the project	8		
2. Ratio of working days in Apulia to total working days	8		
3. Ratio of workers registered to the Production Guide to total workers (excluding extras, special appearances and trainees)	8		
4. Coherency among the technical-artistic components of the audiovisual project, the budget and the financial plan: <ul style="list-style-type: none"> - High = 11 - Medium = 7 - Low = 3 - Null = 0 	11		
5. Resume of the production company, also for financial and economic standing purposes: <ul style="list-style-type: none"> - High = 5 - Medium = 3 - Low = 1 - Null = 0 	5		
Criterion C) Setting and valorisation of the territory			5
1. Valorisation or authenticity of the artistic, cultural, historical, environmental, landscape, enogastronomic and artisanal heritage of Apulia within the narration <ul style="list-style-type: none"> - High = 5 - Medium = 3 - Low = 1 - Null = 0 	5		

2. For the purposes of evaluating projects pertaining to the FORMAT category, the evaluation criteria set out in the following grid are applied:

	Points sub criteria max	Points min	Points max
Criterion A) Quality and innovativeness		15	25
1. Quality of the concept <ul style="list-style-type: none"> - High = 10 - Medium = 7 - Low = 3 - Null = 0 	10		
2. Quality of the structure <ul style="list-style-type: none"> - High = 10 - Medium = 7 - Low = 3 - Null = 0 	10		
3. Degree of integration among the media (level of cross-mediality of the project) <ul style="list-style-type: none"> - High = 5 - Medium = 3 - Low = 1 - Null = 0 	5		
Criteria B) Economic impact, sustainability, reliability and production criteria			35
1. Working days in Apulia: <ol style="list-style-type: none"> More than 15 = 10 From 12 to 15 = 8 From 9 to 11 = 6 From 6 to 8 = 4 From 3 to 5 = 2 Fewer than 3 = 0 	10		

Article 11 – Subsidy disbursement

1. The subsidy granted will be paid to the beneficiaries by the Regione Puglia:
 - a. In a lump sum at the end of post-production, following the submission of a specific final report, as per art. 13 of this Notice, by presenting Annex 8b
 - b. In two instalments including:
 - I. Disbursement of an advance equal to 40% of the subsidy granted following the presentation of Annex 8a, with the simultaneous presentation of a bank guarantee or insurance policy or policy issued by a financial intermediary on behalf of the Regione Puglia - Economy of Culture Section, according to the approved framework by DGR No. 1000 of July 7, 2016 by the Region (Annex 11), for an amount equal to the amount of the advance requested
 - II. disbursement of the remaining portion of the subsidy granted through the presentation of Annex 8b, as the balance of the subsidy itself, at the end of post-production and following the submission of a specific final report as per art. 13 of this Notice
2. The procedure for defining the total reimbursable expense will occur within 90 calendar days from the date of submission of the payment request (Annex 8b), subject to suspensions or interruptions arranged by the offices of the Regione Puglia for clarifications and / or additions.

Article 12 – Modifications and variations

1. The project eligible for subsidy cannot be modified while in progress, in its activities and expected results.
2. For the purposes of maintaining the funding, all changes concerning the beneficiary company, the production partner referred to in the coproduction contracts and / or the related project admitted to the subsidy, must be communicated in a timely manner to the Regione Puglia for prior authorization, under penalty of their not being acknowledged.
3. The project eligible for subsidy can be modified for production purposes only, according to the methods and within the limits indicated below.
4. Variations concerning the production aspects of the project that have effects beyond the limits referred to in art. 7 paragraph 2 of Regional Regulation No. 6 of 26 February 2015, entail the forfeiture of the subsidy when, during the audit:
 - a. For projects pertaining to the FICTION, DOC and SHORT categories, downward deviations of no more than 30% are allowed with respect to what is stated in the Application Form, even for only one of the following per:
 - Ratio of expenses incurred in the region to the cost of the final copy of the project
 - Ratio of working days in Apulia to total working days
 - Ratio of workers registered with the Production Guide to total workers (excluding extras and trainees)
 - Expenses incurred in the region in absolute terms
 - b. For projects pertaining to the ANIMATION category, downward deviations of no more than 30% are allowed with respect to what is stated in the Application Form, even for only one of the following:
 - Ratio of expenses incurred in the region to the cost of the final copy of the project
 - Ratio of working days in Apulia to total working days
 - Ratio of workers registered with the Production Guide to total workers
 - c. For projects pertaining to the FORMAT category, downward deviations of no more than 30% are allowed with respect to what is stated in the Application Form, even for only one of the following:
 - Working days in Apulia
 - Workers registered with the Production Guide (excluding extras and trainees)
 - Expenses incurred in the region in absolute terms
5. If, as a result of the audit, one of the variables referred to in paragraph 4 above is reduced beyond the 30% threshold, the applicant will be considered as having forfeited the subsidy granted.
6. In the event of exceptional and unforeseeable circumstances, the Regione Puglia is entitled to accept any changes that exceed the limits set forth in the preceding paragraphs.

Article 13 – Reporting procedure and expense recognition

1. For the recognition of expenses the beneficiary enterprise must send the following documents via user on the MIRWEB electronic information tracking system (mirweb.regione.puglia.it):
 - a. Certificate issued by the legal representative of the beneficiary company, according to Annex 12, resulting that:
 - All regional and national legal requirements have been fulfilled, in particular those concerning fiscal matters
 - All applicable Community regulations and rules have been complied with, including, but not limited to, those concerning the traceability of financial flows, information and publicity, those relating to work contracts and workplace safety, environmental impact, equal opportunities and inclusion of disabled social categories
 - The expenses incurred are eligible, relevant and congruous, and have been carried out within the eligibility terms set by this Notice
 - No reductions and / or VAT deductions have been obtained on the expenses incurred (or if they were obtained, for what expenses and to what extent)
 - No further reimbursements, contributions and additions were made to other subjects, public or private, national, regional, provincial and / or EU community (or if they were obtained or requested, which and to what extent)
 - b. Self-certification updated according to Annex 2
 - c. Final project plan, clearly highlighting of the working days in Apulia
 - d. Definitive list of cast and crew, clearly highlighting personnel registered with the Production Guide (excluding extras and trainees)
 - e. List of suppliers with tax residence in Apulia
 - f. Complete list of locations, clearly highlighting Apulian locations
 - g. Definitive screenplay, clearly highlighting the pages purposely set in Apulia, only for projects pertaining to the FICTION and SHORT categories (with the exception of musical short films)
 - h. Analytical report of the reimbursable expenses drawn up according to Annex 9, to be sent also by PEC in ".xls" format, digitally signed by the legal representative
 - i. Asseveration by an accountant, or statutory auditor or auditing firm registered in the register pursuant to Legislative Decree No. 39/2010 and subsequent amendments, drawn up on the model set out in Annex 10 that certifies:
 - Analytical report of the reimbursable expenses drawn up according to Annex 9
 - Production cost, which details the total costs, gross of any tax or other charges, in an analytical framework according to the model provided by DG Cinema - MiBACT (where available)
 - j. Copies of the originals of:
 - Invoices from suppliers with tax residence in Apulia, with the relative payment slip (copy of the bank transfer, proof of charges to debit account, etc.)
 - Payroll of the workers registered with the Production Guide or invoices of professionals registered with the Production Guide, legally contracted, with the relative payment slip (copy of the bank transfer, proof of charges to debit account, etc.)
 - Any other supporting documentation for expenses with the relative payment slip (copy of the bank transfer, proof of charges to debit account, etc.)
 - Where provided for, legally binding acts (contracts, conventions, letters of appointment, etc.), clearly showing the object of the service or supply, its amount, the terms of delivery, the methods of payment
2. For expenses to be recognised, they must:
 - a. Be incurred and paid from the first day following the date on which the application for the subsidy is submitted
 - b. Be expressly and strictly related to the project eligible for the subsidy pursuant to this Notice
 - c. Have been incurred and justified by invoices or accounting documents of equivalent probative value
 - d. Be in compliance with civil and tax legislation
 - e. Be registered and clearly identifiable with a separate accounting system or with an adequate accounting code (containing transaction date, nature and details of the supporting documents, payment methods) which makes it possible to distinguish them from other accounting operations, subject to national accounting regulations

- f. Be paid in a manner compliant with the law that establishes the obligations of traceability of financial flows (Article 3 of Law No. 136/2010, as amended by Law No. 217/2010), with payment instruments that must report the Single Project Code (CUP) provided by the Regione Puglia; reported expenses incurred with any other form of payment other than those indicated will not be considered eligible
3. All expenses reported must bear a stamp on the original with the following words: **“Spesa sostenuta grazie al contributo del POR Puglia FESR-FSE 2014/2020 - Azione 3.4. Avviso Pubblico APULIA FILM FUND 2018-2020”** (“Expense supported thanks to the contribution of the ROP Puglia ERDF-ESF 2014/2020 - Action 3.4. Public Notice APULIA FILM FUND 2018/2020”), as well as the CUP that will be provided by the Regione Puglia.
4. In each procedural phase, checks and inspections may be made by persons appointed from the Regione Puglia, and the competent EU Institutions for the implementation of projects granted funding as provided for in Part IV, Title I of EU Regulation No. 1303/2013.
5. The data related to the implementation of the project, as reported in the Registration and Monitoring Information System, will be made available to the Institutional Bodies responsible for monitoring and control.
6. Documents relating to the realization of the project must, in any case, be made available for the entire duration of the project and for the 5 years following the date of completion of the investment, and will be checked, during any inspection for the technical and administrative verification of the project, by the Regione Puglia and / or the relevant EU institutions; originals of these documents must be made available at the request of these bodies.
7. In the case of incomplete documentation, the Regione Puglia will request the necessary additions, which must be provided by the beneficiary company within 20 calendar days following the request.
8. The Regione Puglia, following the verification of the additions referred to in paragraph 7 above, may proceed with the request to send the application for payment (Attachment 8b), or with the revocation of the subsidy if one or more cases are verified in the following art. 16.
9. Acceptance of the funding by the beneficiary constitutes acceptance of its inclusion in the list of published projects in accordance with Art. 115, par. 2, of EU Regulation No. 1303/2013.

Article 14 – Duration

1. The beneficiary companies are obliged to hand in the report package no later than:
 - a. 18 months from the date of publication on BURP of the authorization for granting the subsidy as per art. 8 paragraph 12 of this Notice, under penalty of revocation of the subsidy, in the case of a project pertaining to the FICTION, DOC and ANIMATION categories
 - b. 12 months from the date of publication on BURP of the authorization for granting the subsidy as per art. 8 paragraph 12 of this Notice, under penalty of revocation of the subsidy, in the case of a project pertaining to the SHORT and FORMAT categories
2. The beneficiary companies or producers and holders of the exploitation rights of the audiovisual work are obliged to complete and deliver the audiovisual work in Blu-ray Disc to the Regione Puglia and to the Apulia Film Commission Foundation, no later than:
 - a. 18 months from the date of publication on BURP of the authorization for granting the subsidy as per art. 8 paragraph 12 of this Notice in the case of a project pertaining to the FICTION, DOC and ANIMATION categories
 - b. 12 months from the date of publication on BURP of the authorization for granting the subsidy as per art. 8 paragraph 12 of this Notice in the case of a project pertaining to the SHORT and FORMAT categories
3. The Regione Puglia reserves the right to not proceed with payment of the balance of the subsidy until the delivery of what is established in the previous paragraph 2.
4. The Regione Puglia, in the case of exceptional and unforeseeable events, has the right to accept any requests for extensions of the terms set out in the preceding paragraphs.

Article 15 – Obligations of beneficiaries

In light of the subsidy granted, the beneficiary companies are obliged:

1. To apply to personnel or, in the case of cooperatives, worker members, whatever the legal status of the employment relationship, national collective contracts and territorial agreements of the sector they belong to, stipulated by trade unions and associations of employers that are comparatively more representative at the national level
2. To be in compliance with social security and insurance obligations throughout the period of relationship with the Puglia, i.e. from the date of submission of the application to the date of disbursement and payment of the subsidy
3. To respect Law No. 136/2010 "Extraordinary plan against the mafia, as well as delegation to the Government on Anti-Mafia Legislation"
4. To send the signed procedural guideline and countersigned by the legal representative of the beneficiary company, within 10 days from the date of receipt
5. To provide for, during the provisional allocation of the subsidy pursuant to art. 8 paragraph 12 of this Notice, the activation of the user account on the MIRWEB electronic information monitoring system (mirweb.regione.puglia.it) and its constant updating on the financial, physical and procedural
6. To respect the prohibition of double financing of activities
7. To comply with the rules on the eligibility of expenses
8. To adopt a separate accounting system or adequate accounting code in the management of all transactions related to the financed audiovisual project (e.g. accounting code associated to the project)
9. To make themselves available for 5 years after the date of completion of the investment, to any request for checks, information, data, documents, statements or declarations, to be eventually issued even by suppliers
10. To keep and make available the documentation related to the project financed for 5 years after the date of completion of the investment
11. To respect the procedures and terms of reporting
12. To respect the start and end dates of filming, as indicated during the submission of the subsidy application, except for sending timely communications to the Regione Puglia and the Apulia Film Commission
13. To give written notice to Procedure Manager within 10 days of the occurrence of one of the following hypotheses:
 - a. Liquidation of the company, transfer of the business activity
 - b. Declaration of bankruptcy, compulsory liquidation, composition with creditors, or the start of the procedure for the declaration of one of the aforementioned situations
 - c. Sentence of a final judgment or issue of a penal decree that has become irrevocable or the pronouncement of judgement applying the penalty upon request pursuant to art. 444 of the Criminal Procedure Code, for serious crimes against the State or the European Community that affect professional morality and in particular, pursuant to art. 45 of EC Directive No. 18/2004, for participation in a criminal organization, for corruption, for financial fraud against the European Community, for laundering of proceeds from illegal activities
14. To communicate via e-mail to ufficioproduzioni@apuliafilmcommission.it, and during filming, any updates regarding:
 - a. The complete project plan, clearly highlighting working days in Apulia
 - b. The complete list of the cast and crew, clearly highlighting the personnel registered with the Production Guide (excluding extras and trainees)
 - c. The complete list of suppliers, clearly highlighting those with tax residence in Apulia
 - d. The complete list of locations, clearly highlighting Apulian locations
15. To communicate the production agenda daily to the e-mail address: ufficioproduzioni@apuliafilmcommission.it
16. To send scene photos weekly during shooting to the e-mail address: ufficioproduzioni@apuliafilmcommission.it

17. To organize in Apulia a special press conference with the participation of national and international newspapers with the presence of the director and / or the main actors and representatives of the Regione Puglia and the Apulia Film Commission Foundation, before the start or during filming, with the exception of a project pertaining to the DOC and SHORT categories
18. To allow, at any time, the presence of a delegate of the Apulia Film Commission Foundation during shooting
19. To allow, for documentation purposes only, photos or filming by a delegate of the Apulia Film Commission Foundation during shooting
20. To communicate via e-mail to ufficioproduzioni@apuliafilmcommission.it, before the end of shooting, if available:
 - a. The post-production plan
 - b. The complete list of the post-production crew, clearly highlighting the personnel registered with the Production Guide (excluding extras and trainees)
 - c. The complete cast list (e.g. voice over actors), clearly highlighting personnel registered with the Production Guide
21. To affix the logos requested in the opening credits or, alternatively, as the first credit of the end credits and on all the informative, advertising and promotional documents of the project, pursuant to Annex XII of EU Regulation No. 1303/2013 and art. 4 of EU Regulation No. 821/2014, the words **"con il contributo di [LOGO Regione Puglia] [LOGO Unione Europea] [LOGO POR Puglia FESR-FSE 2014/2020] [LOGO Fondazione Apulia Film Commission]"** ("with the contribution of [Regione Puglia LOGO] [European Union LOGO] [Rop Puglia ERDF-ESF 2014/2020] [Apulia Film Commission Foundation LOGO]"), by sending to the Regione Puglia and the Apulia Film Foundation Commission the preview of the opening credits of the film in ".jpg" or ".pdf" format before proceeding with the finalization or duplication of the final work, under penalty of revocation of the subsidy
22. To grant the Regione Puglia and the Apulia Film Commission Foundation the right to free use on any channel excerpts relating to the film project (also mounted with other extracts from other film works), scene and behind the scenes photos, exclusively for institutional aims and institutional promotion of the Regione Puglia, the Apulia Film Commission Foundation and its Members
23. To allow the publication of the material referred to in the previous point, pursuant to art. 70 of Law No. 633/1941, on the pugliadigitallibrary.it site with CC BY-SA license
24. To deliver to the Regione Puglia, the Mediateca Regionale Pugliese and the Apulia Film Commission Foundation, at no additional charge, 3 Blu-ray Disc copies of the project and behind the scenes (and / or promotional specials)
25. To provide at least one public screening of the project in the area of Apulia where most of the shooting took place, with the presence of the mayor of the municipality (or its delegate), a representative of the Regione Puglia and the Apulia Film Foundation Commission
26. To provide for the presence of a representative of the Regione Puglia and the Apulia Film Commission at the national or international premiere
27. If the project participates at national or international festivals, to provide for the presence of a representative of the Regione Puglia and of the Apulia Film Commission Foundation at the press conference to present the film at the festival to which it is registered
28. In the case of a project belonging to the FORMAT category, to provide an indication of the location chosen for the filming of the on-screen text or the spoken word of the presenter in the TV program.

Article 16 – Revocation, forfeiture, reductions and waivers

1. The subsidy is subject to total revocation with repayment of an amount equal to the amount of any aid already paid, plus simple interest calculated at the legal interest rate for the period between the disbursement date and the revocation date, in one or more of the following:
 - a. In the case of aid granted and / or granted on the basis of incorrect, false or reticent data, information or statements
 - b. In the event of the start of insolvency proceedings involving a beneficiary company, i.e. dissolution, liquidation, controlled administration or extraordinary administration or compulsory administrative liquidation, composition with creditors without business continuity or debt restructuring plan

- c. In the case of serious breaches of the beneficiary company with respect to the obligations under art. 15 of the present Notice, in the procedural guideline and with respect to the documentation produced attached to the subsidization application
 - d. In the event of serious irregularities resulting from checks and controls carried out or in the case of failure to carry out the control and monitoring activities provided for by art. 17 of this Notice
- 2. The applicant is considered excluded from the proceedings or forfeited from any aid granted, with the possible repayment of an amount equal to the amount of the subsidy already paid, plus simple interest calculated at the legal interest rate for the period between the date of disbursement and expiry date, in one or more cases indicated below:
 - a. In the event of a negative outcome of the checks carried out pursuant to the Anti-Mafia Legislation
 - b. In the event of a negative outcome of the checks aimed at ascertaining tax compliance, from the date of submission of the subsidization application to the date of final granting of the subsidy
 - c. If the requirements are not met at the time of signing the procedural guideline or in case of not signing the procedural guideline
 - d. If the requirements pursuant to art. 3 of this Notice are not met
 - e. If one of the conditions referred to in art. 12 of this Notice is present
 - e. If the terms referred to in paragraph 1 of art. 14 of this Notice are not respected, without prejudice to the effects of any extensions granted for exceptional and unforeseeable events
- 3. Any delay in the repayment of the amount due will result in the application of default interest to the extent of the legal interest increased by 100 basis points.
- 4. Upon the occurrence of one or more causes of revocation, the Regione Puglia, having completed the procedures set forth in Articles 7 and 8 of Law No. 241/1990, transmits the definitive authorization of declaration of revocation and provides for the recovery of the sums paid out.
- 5. The amount of the aid granted is reduced at the time of the last balance payment, on the basis of the reimbursable expenses actually incurred, reported and recognized.
- 6. In the event of violation of the aid intensity limits established in art. 6 of this Notice, the aid granted will be reduced until the maximum allowed limit is reached.
- 7. If, in the detection of the aforementioned irregularities, liability profiles for damages or penalties are involved, the Regione Puglia shall take action in all appropriate areas.
- 8. To renounce the subsidy, the beneficiary is obliged to send the disclaimer via CEM, digitally signed on headed paper of the beneficiary company.

Article 17 – Monitoring and supervision procedures

- 1. The Regione Puglia performs periodic monitoring of the state of implementation of the projects.
- 2. The Regione Puglia may view at any time, even after the completion of the project, the original documentation of the expenses incurred, which must be kept by the beneficiary company for 5 years after the date of completion of the investment.
- 3. Additional checks may be carried out by the Regione Puglia and by the control units operating at regional, national and EU levels, pursuant to Part IV, Title I of EU REG 1303/2013.
- 4. The Regione Puglia may prepare an impact assessment on the use of the aid paid within 24 months from the date of the conclusion of the project.

Article 18 – Information and publicity obligations, data processing, rights of access and procedural report

- 1. All documentation relating to this Notice will be made available on the Regione Puglia's website www.regione.puglia.it and on the institutional website of the Apulia Film Commission Foundation www.apuliafilmcommission.it.
- 2. The right of access to the acts referred to in art. 22 and pursuant to Law No. 241/1990 and subsequent modifications, is exercised according to the methods and limits set forth in the aforementioned regulations.
- 3. The Procedure Manager, pursuant to Law No. 241/1990, is Emanuele Abbattista, official of the Economy of Culture Section.

4. Pursuant to EU Regulation No. 679/2016 and subsequent modifications, the personal data collected are also processed using IT tools and used in the process in compliance with the confidentiality obligations. The Procedure Manager is the holder and manager of data processing.
5. The applicant companies, in submitting the application for subsidization, accept the publication, electronic or in any other form, of their identification data and of the amount of the aid granted pursuant to art. 26 and 27 of Legislative Decree. No. 33/2013 on transparency.
6. The applicant companies, in submitting the application for subsidization also accept the publication, electronic or otherwise, of the data and information required by art. 115 (1) and (2) of EU Regulation No. 1303/2013 about information and transparency obligations about beneficiaries.
7. For information on this Notice and regarding the process of the procedure, interested parties may contact:

Responsabile del procedimento (Procedure Manager), via CEM at
apuliafilmfund@pec.rupar.puglia.it

Reporting and MIRWEB Help desk, at +39 080 540 5662 and/or at
filmfund@apuliafilmcommission.it

Contact centre at Apulia Film Commission Foundation, at +39 080 975 2900 and/or at
filmfund@apuliafilmcommission.it