

Who is an eligible applicant?

A film project may be registered by a project's producer/co-producer, or by any other legal person who has signed a written agreement with the producer/co-producer on cooperation for project realization (a service firm). The organization registering the project need not be based administratively in the Slovak Republic. Only when the registered project is realized and a claim is made for requesting pay-out of financial resources can the Fund contractually provide and subsequently pay out financial resources and only to a recipient based administratively in, or with a branch registered in the Slovak Republic, including an official address, with the tax authority. The Fund puts this into effect solely from the perspective of ensuring unavoidable subsequent control of the accuracy of expenditures and accounting documents submitted for the paying out of the grant.

Which audiovisual works are eligible for the cash rebate?

The Fund may provide financial resources for realization of a film project consisting of single narrative audio-visual feature works with running time of at least 70 minutes. The Fund may also provide grants for multi-part narrative audio-visual works (miniseries or series). Each such work may have a maximum of 26 parts, and each part must be at least 40 minutes in length. The Fund may provide financial grants for standalone documentary features with running time of at least 50 minutes, or a multi-part documentary with a maximum of 26 parts and a running time of at least five minutes for each part. For animated audio-visual works, the Fund provides financial resources for standalone or multi-part animation with total running time of at least 26 minutes. A film work for which a relevant authority has issued a co-production statute in keeping with the Council of Europe Convention on Cinematographic Co-production is for the purposes of registering the film project considered a work that has satisfied the established criteria of the cultural test, and therefore for such a work the applicant need not fill out the cultural test.

What is the detailed application process?

The process is divided into two stages, or steps, as detailed below.

Step One: Application for Project Registration

These applications are submitted through the Fund's registration system under Program 5, which is intended for support of the audio-visual industry as per the Fund's current Support Structure. Applications are to be made under Sub-Programs 5.1., 5.2., and 5.3. The object of Sub-Program 5.1. is support for single standalone narrative audio-visual works with running time at least 70 minutes. The Sub-Program 5.2. object is support for multi-part narrative audio-visual works (miniseries or series) with a maximum of 26 parts and a running time of at least 40 minutes for each part. The object of Sub-Program 5.3. is support of standalone documentary features with running time of at least 50 minutes, or a multi-part audio-visual documentary having a maximum of 26 parts with a running time of at least five minutes for each part, or a standalone animated audio-visual work or multi-part animated audio-visual work having a total running time of at least 26 minutes.

Required annexes to the application for film project registration as per §22 c) par. 2 of the pertinent law include:

- a completed form for the cultural test (which is part of the application form) or official co-production statute acknowledged by the authorized individual (this form or co-production statute must be submitted separately for each work/series included in the film project),
- the registered film project's purpose in terms of content (the applicant shall submit this as a separate annex),
- the registered film project's investment aims, including the total expected budget and the expected amount of eligible expenditures (part of the application form),
- a timeline for realization of the film project (the applicant shall submit this as a separate annex),
- a copy of the service agreement, or co-production agreement if the applicant for film project registration is not its only producer; if applicant submits a service agreement, it must satisfy the content requirements as per § 22b par. 1 b) of the pertinent law (the applicant shall submit a copy of the pertinent law as a separate annex).

After the application has been registered in the registration system, and the automatic assignment of an application code, the applicant is required to pay an administrative fee as per § 22d of the pertinent law in the amount of 1,000 EUR. In making this payment, the applicant must give its tax identification number (IČO) as the variable symbol and its assigned application code as the specific symbol. The applicant must attach, as an annex to the application, in the registration system as well as in hard copy form, documentation of the payment.

After the applicant's correct and complete registration of the film project, the Audiovisual Fund shall issue the registering applicant a written acknowledgement of the film project's registration.

Eligible expenses are those directly associated with realizing the film project, which originated and were paid out after acknowledgement of the project's registration. Eligible expenditures are considered to be

- payment for goods or services to a legal person who is based, has a branch that is based, or whose place of doing business is within the territory of the Slovak Republic and is registered with the tax authority in the Slovak Republic,
- payment of fee or salary to a natural person, as long as this fee or salary has been taxed in the Slovak Republic.

The projects will be divided into three groups based on the minimum sum of eligible expenditures: a) 50,000 euros, if the film project is a standalone documentary audio-visual feature, or a standalone or multi-part animated audio-visual work, b) 100,000 euros, if the film project is a standalone narrative audio-visual work, or multi-part documentary audio-visual work, c) 300,000 euros, for a project of a multi-part narrative audio-visual work. Further, for all these groups, the given sum may not exceed 50% of the total budget for the film project's production.

- In Sub-Program 5.1. the minimum sum of eligible expenditures paid out in connection with producing a film project is 100,000 euros; if the film project consists of one standalone audio-visual work, the audio-visual work's total budget must be at least 200,000 euros.

- In Sub-Program 5.2., the object of which is support for multi-part narrative TV series, the minimum sum of eligible expenditures paid out in connection with producing the film project is 300,000 euros; the total budget of a multi-part work or sum of budgets of its individual parts (a maximum of 26 parts with each part having running time of at least 40 minutes) must be at least 600,000 euros.

- In Sub-Program 5.3. the object of which is one of the following, the respective requirements are: for support for initiating standalone documentary audio-visual features with running time of at least 50 minutes, the minimum sum of eligible expenditures paid out in connection with producing the film project is 50,000 euros, and the total budget of such work must be at least 100,000 euros; for support for initiating multi-part audio-visual documentaries with a maximum of 26 parts, each with a running time of at least five minutes, the minimum sum of eligible expenditures paid out for producing the multi-part project is 100,000 euros and the total budget of such a project must be at least 200,000 euros; and for support for initiating standalone or multi-part animated audio-visual works with a total running time of at least 26 minutes, the minimum sum of eligible expenditures paid out for producing the work is 50 00 euros, and the total budget of such a project must be at least 100,000 euros.

For all these Sub-Programs, the invoiced amount of eligible expenditures may not exceed 80% of the total film project production budget.

Step Two: Application for Grant for a Registered Project

After completion of activity associated with realizing the registered film project, and after reaching the set limit of eligible expenditures, the applicant may submit to the Fund an application for provision of financial resources for audio-visual industry support. Applicants may submit such applications as follows:

- for a lump sum of the realized and invoiced amount of eligible expenditures after reaching the set limit (50,000, 100,000 or 300,000 euros); or

- on an interim basis once each calendar quarter; the first such interim request can be made after the calendar quarter has ended during which the set limit of minimum expenditures have been reached.

The main support documents for provision of financial resources are

- a copy of the regular or interim accounts of the applicant, prepared as of a date not more than three months before the application for audio-visual industry support (should these accounts indicate that the recipient is a company in difficulties, the Fund cannot provide a grant to such applicant, as per VP AVF No. 3/2017, the Directive on Averting Provision of the Audiovisual Fund's Financial Resources to a Company in Difficulties),

- a copy of the written agreement between the applicant and the project's producer/co-producer (should the applicant not be the project's only producer) or service agreement,

- a written auditor's report verifying the incurring, accounting for, and payment of individual eligible expenditures (the report must be prepared in Slovak, and in accordance with the prescribed example of the auditor['s] report text and appendices in tables; an integral part of the auditor's report is a detailed list of eligible expenditures claimed in the application in prescribed table form),

- documentation of the applicant's establishing an account in a bank or a branch of a foreign bank where the applicant for audio-visual industry support requests disbursement of financial resources; this

documentation must include unequivocal identification of the applicant, at least their tax identification number (IČO) and official address,

- confirmation by the relevant authorities that:

- the applicant has not violated any prohibitions regarding illegal employment practices, if the applicant is a business owner or group of business owners (from the National Labour Inspectorate)

This confirmation is to be submitted as an original or a notarized copy. The confirmation must not be dated earlier than three months before the date when each confirmation is delivered to the Fund's office. The confirmation may not be older than three months before the date for audio-visual industry support each application, even an interim application, was submitted.

- declaration of honour on the prescribed form from the applicant, a filled out, printed, and signed:

- regarding the provision of state aid from the Audiovisual Fund for project realization, (applicant's written declaration of honour on the amount of financial resources from public funds provided to them in grant form, and their actual use in realizing the film project for which the Fund gave them their acknowledgement of registration (information on the amount of financial resources provided from public funds for project realization by way of a grant is part of the application form for audio-visual industry support, and this must be filled out using the card Invoicing and request prior to the application's registration),
- regarding the obligation to enrol on the public sector partners register as per Act 315/2016 on the Register of Public Sector Partners and on changes and amendments in certain laws, as amended,
- regarding the settlement of the applicant's financial relations with public administration subjects,
- regarding the settlement of any financial relations that individuals associated with the applicant, in terms of personnel or property, might have with the Fund.

If the application for provision of financial resources is incomplete, i.e. if it is incorrectly filled out or does not include all relevant annexes, the Fund shall within 30 days from the application's submission call on the applicant to complete the application in a time period that may not be shorter than 30 days from delivery days from delivery of this notice. For the purposes of verifying the administrative conformity and accuracy of invoicing of eligible expenditures the applicant is obliged, based on the Fund's written request and in a time period that may not be shorter than ten days from delivery, to submit to the Fund copies of account documentation confirming the incurring, accounting for, and payment of eligible expenditures as per § 22a par. 3 a) of the pertinent law, and a copy of documentation confirming payment of tax on fees or salaries of natural persons as per § 22a par. 3 b) of the pertinent law.

If the application for provision of financial resources is complete and all eligible expenditures are correctly accounted, and confirmed by an independent auditor, the Fund shall issue to the applicant written approval of the total amount of eligible expenditures and the calculated sum for support. Such an approval statement is part of the contract on provision of financial resources. The Fund may provide a specialized approval statement if the applicant so requests.

Before the proposed contract is prepared, the applicant shall update the cultural test and other information forming part of an addendum to the contract in the prescribed structure.

After all data has been made current, the Fund shall submit the applicant a proposed contract on provision of financial resources for audio-visual industry support. If the applicant does not accept this proposal within 30 days of its delivery, the proposed contract shall expire. By signing the contract the recipient pledges that the film project for realization of which the financial resources are provided will satisfy the criteria of an eligible project as per the Ministry of Culture instruction and in accordance with the cultural test even after completion.

The applicant commits to delivering the completed audio-visual work to the Fund on appropriate media. Further, by signing the contract the recipient also commits to providing to the Fund, upon written request in case of subsequent control, a copy of account documentation for all invoiced eligible expenditures.

After the contract is signed, the Fund shall verify the relevant information concerning the applicant in the public administration information system. If, on the basis of this verification, the Fund ascertains such facts as would prevent the applicant from being provided financial resources from the Fund, then the Fund shall inform the applicant of such findings. In such a case the contract shall not enter into force until all these findings have been resolved.

After the contract enters into force (with obligatory publishing, as per applicable legislation) the Fund shall pay out the calculated grant sum to the recipient's account.