

**Film Development Fund**  
**Sponsorship for Local Films Nominated to**  
**Participate in Film Festivals Overseas**

**(Guidelines on Application)**

**I. Objective**

To encourage the film industry to participate in film competitions or exhibitions overseas so as to promote Hong Kong films and further expand the overseas markets.

**II. Eligibility and Vetting Criteria**

1. The film shall be a feature film (including animated feature film) or documentary film in 35 mm / 70 mm / digital format and over 60 minutes in duration. Other types of film such as short films will not be sponsored.
2. The applicant organisation / applicant(s) shall be (a) a company / body corporate incorporated in Hong Kong under the Companies Ordinance (Cap.622) (“CO”) or other laws of Hong Kong; (b) a sole proprietor registered under the Business Registration Ordinance (Cap.310) (“BRO”); or (c) all partners of a partnership registered under the BRO. The applicant organisation / applicant(s) shall submit documents to prove its / their legal status.
3. The applicant organisation / applicant(s) shall own the copyright of a film nominated to participate in any of the film festivals specified in Part IV herein, or shall be authorised in writing by the copyright owner(s) of the film.
4. The film participating in the film festivals shall be produced by either:
  - (a) a film company / body corporate incorporated in Hong Kong under the CO or other laws of Hong Kong;
  - (b) a sole proprietor registered under the BRO; or
  - (c) all partners of a partnership registered under the BRO.

5. The film participating in the film festivals should have been commercially released<sup>1</sup> or will be commercially released within two years. (Please refer to paragraph 1 of Section III below.)
6. A film seeking sponsorship for participation in the Competition Section of a film festival shall have been shortlisted to compete for at least one award<sup>2</sup> in that festival and been included in the official nomination list announced by the organiser. A film recommended to represent Hong Kong to compete for the Foreign Language Film Award of the Academy Awards is also eligible to apply for reimbursement of expenditures on promotion and related activities of the film in USA. A film seeking sponsorship for participation in the Non-competition Section of a film festival shall have received formal invitation from the organiser.
7. Any film receiving sponsorship under this scheme shall be promoted as a Hong Kong film.
8. The crew for the feature film participating in the film festival includes the following 5 categories: (a) Director; (b) Screenwriter; (c) Producer; (d) Leading Actor; and (e) Leading Actress. A category will be regarded as “local” if at least one Hong Kong permanent resident is employed in that category. To comply with the eligibility criteria of the scheme, there must be at least 3 “local” categories for the film.
9. The crew for the documentary film participating in the film festival includes the following 4 categories: (a) Director; (b) Screenwriter; (c) Producer; and (d) Main Personality. A category will be regarded as “local” if at least one Hong Kong permanent resident is employed or involved in that category. To comply with the eligibility criteria of the scheme, there must be at least 2 “local” categories for the film.

### **III. Mechanism**

1. The application will be considered by the Film Development Council (FDC) after the applicant organisation / applicant(s) has/have submitted all the necessary documents. Should an application be approved by the FDC and sponsorship granted by the Government, an

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<sup>1</sup> A “commercially released film” means a film exhibited at commercial cinema(s) on the membership list of the Hong Kong Theatre Association for no less than five screenings in seven consecutive days.

<sup>2</sup> Awards granted on the basis of audience voting, telephone polls or internet polls, etc. are generally not considered as awards granted under the Competition Section of a film festival.

“Approval-in-Principle” will be issued to the applicant organisation / applicant(s) stating the amount of sponsorship granted and the conditions of sponsorship. The successful applicant organisation / applicant(s) shall, within two years upon receipt of the “Approval-in-Principle”, submit documentary proof of the film being commercially released and an audited account of the project. The Government shall release the subsidy by one-off payment after verification of the documents concerned.

2. The “Approval-in-Principle” is deemed invalid if the applicant organisation / applicant(s) fail(s) to submit documentary proof of the film having commercially released<sup>1</sup> and an audited account of the project within two years after the issuance of the “Approval-in-Principle”.

#### **IV. Tiers of Sponsorship**

There are three tiers of film festivals for which sponsorship for participation is available. They are:

##### **Tier I (Group A)**

<b>Country/ Region</b>	<b>Film Festival</b>
USA	Academy Awards – Best Picture
	Academy Awards – Best Foreign Language Film
	Academy Awards – Best Documentary Feature
	Academy Awards – Best Animated Feature

##### **Tier I (Group B)**

<b>Country/ Region</b>	<b>Film Festival</b>
USA	Academy Awards – Other Awards
France	Festival de Cannes – Major Awards
Germany	Berlin International Film Festival – Major Awards
Italy	Venice International Film Festival – Major Awards

##### **Tier II**

<b>Country/ Region</b>	<b>Film Festival</b>
Australia	Melbourne International Film Festival
Belgium	Brussels International Fantastic Film Festival
Canada	Toronto International Film Festival
Canada	Vancouver International Film Festival

<b>Country/ Region</b>	<b>Film Festival</b>
China	China Golden Rooster and Hundred Flowers Film Festival (Competition Sections)
China	China Huabiao Film Awards (Competition Sections)
China	Shanghai International Film Festival (Competition Sections)
Czech	Karlovy Vary International Film Festival
France	Annecy International Animation Film Festival
France	Festival de Cannes (Other awards and non-competition sections)
Germany	Berlin International Film Festival (Other awards and non-competition sections)
Italy	Udine Far East Film Festival
Italy	Venice International Film Festival (Other awards and non-competition sections)
Japan	Tokyo International Film Festival (Competition Sections)
Korea	Bucheon International Fantastic Film Festival
Korea	Busan International Film Festival
Netherlands	International Film Festival Rotterdam
Russia	Moscow International Film Festival (Competition Sections)
Spain	San Sebastián Film Festival
Spain	SITGES – International Fantastic Film Festival of Catalonia
Switzerland	Locarno International Film Festival
Taiwan	Taipei Golden Horse Film Festival (Competition Sections)
UK	The BFI London Film Festival
USA	New York Film Festival
USA	Sundance Film Festival

### **Tier III**

<b>Country/ Region</b>	<b>Film Festival</b>
Argentina	Mar del Plata International Film Festival (Competition Sections)
Australia	Asia Pacific Screen Awards (Competition Sections)
Australia	Sydney Film Festival (Competition Sections)
Austria	Vienna International Film Festival (Competition Sections)
Bosnia-Herzegovina	Sarajevo Film Festival (Competition Sections)
Canada	Fantasia International Film Festival (Competition Sections)
China	Beijing International Film Festival (Competition Sections)
China	Changchun China Film Festival (Competition Sections)
Denmark	Copenhagen International Documentary Festival (Competition Sections)
Estonia	Black Nights Film Festival (Competition Sections)
France	Nantes Three Continents Festival (Competition Sections)
Germany	Braunschweig International Film Festival (Competition Sections)
Germany	Munich International Film Festival (Competition Sections)
India	International Film Festival of India, Goa (Competition Sections)

<b>Country/ Region</b>	<b>Film Festival</b>
India	Mumbai Film Festival (Competition Sections)
India	International Film Festival of Kerala (Competition Sections)
Israel	Jerusalem Film Festival (Competition Sections)
Italy	Rome International Film Festival (Competition Sections)
Italy	Torino Film Festival (Competition Sections)
Italy	Courmayeur Noir in Festival (Competition Sections)
Japan	Osaka Asian Film Festival (Competition Sections)
Korea	Jeonju International Film Festival (Competition Sections)
Poland	Warsaw International Film Festival (Competition Sections)
Poland	Krakow Film Festival (Competition Sections)
Sweden	Göteborg Film Festival (Competition Sections)
Sweden	Stockholm International Film Festival (Competition Sections)
Switzerland	Neuchatel International Fantastic Film Festival (Competition Sections)
Turkey	Istanbul Film Festival (Competition Sections)
UK	Edinburgh International Film Festival (Competition Sections)
USA	San Francisco International Film Festival (Competition Sections)
USA	South by South West (SXSW) Film Festival (Competition Sections)

## V. Amount of Sponsorship

The maximum amounts of sponsorship for films competing or participating in film festivals listed under the above three tiers are:

<b>Tier</b>	<b>Maximum Sponsorship</b>
I	\$1,000,000* (Group A) \$360,000 (Group B)
II	\$120,000 (Competition Section) \$100,000 (Non-competition Section)
III	\$50,000

\* A film recommended to represent Hong Kong to compete for the Foreign Language Film Award of the Academy Awards is eligible for sponsorship of no more than \$400,000 for promotion and related activities of the film in USA. If the film is selected as one of the five nominees for the award, the maximum sponsorship would be \$1,000,000 (including the expenditures on promotion and related activities of the film in USA after the film is recommended to represent Hong Kong to compete for the Foreign Language Film Award of the Academy Awards).

## VI. Conditions of Sponsorship

1. When submitting an application, the applicant organisation / applicant(s) should at the same time donate a copy of the film (in DVD, Blu-ray or other format of higher quality)

shown at the relevant film festival to the Hong Kong Film Archive for repository purpose. (Please submit documentary proof of such donation issued by the Hong Kong Film Archive).

2. Each film (including its different versions, such as 2D/3D version, director's cut, extended version) is eligible for up to three occasions of sponsorship irrespective of the tiers of film festivals, but subject to the conditions of individual sponsorship tier. The maximum amount of sponsorship caps at the upper limit of subsidy of the highest tier film festival among the film festivals that the film has actually participated in.

Example 1:

If a film has participated in two Tier II film festivals (Competition Section) and is granted "Approval-in-Principle" for a subsidy of \$70,000 on the first occasion, the subsidy for the second occasion will be capped at \$50,000 since the upper limit of subsidy for Tier II film festivals is \$120,000.

Example 2:

If a film has participated in a Tier II film festival (Competition Section) and then a Tier I (Group B) film festival and is granted "Approval-in-Principle" for a subsidy of \$120,000 on the first occasion, the subsidy for the second occasion will be capped at \$240,000 since the upper limit of subsidy for a Tier I (Group B) film festival is \$360,000.

Example 3:

If a film has participated in a Tier I (Group B) film festival and is granted "Approval-in-Principle" for a subsidy of \$200,000, the subsidy for its subsequent participation in a Tier II film festival (Competition Section) will be capped at \$120,000 instead of the uncommitted balance of \$160,000 in respect of the Tier I (Group B) film festival in which it has participated, since the upper limit of subsidy for a Tier II film festival (Competition Section) is \$120,000.

3. Each application will be assessed independently. Expenses not covered in the application when it is granted an "Approval-in-Principle" or not disbursed after submission of

the audited account will not be compensated even if the film participates in film festival(s) of higher tier(s) subsequently.

4. If a film has participated in both the competition section and non-competition section of a film festival, or competed for more than one award in a film festival, the maximum amount of sponsorship will be capped at the upper limit of subsidy of the highest sponsorship tier.
5. If a film is recommended for representing Hong Kong to compete for the Foreign Language Film Award of the Academy Awards but has not yet / does not become one of the ultimate five nominees, it will not be considered to have participated in a Tier I (Group A) film festival. The sponsorship of \$400,000 can only be used for the promotion and related activities of the film in USA for campaigning for nomination for the aforementioned award and cannot be used for participating in other film festival(s).

## **VII. Scope of Sponsorship**

### **Tier I**

1. The actual amount to be granted is based on the actual expenditure incurred;
2. Return air tickets, meals and boarding<sup>3</sup> for no more than four persons who shall be Hong Kong permanent residents. For the feature film participating in the film festival, it only covers director, screenwriter, producer, leading actor, leading actress and the nominated film personnel. For the documentary film participating in the film festival, it only covers director, screenwriter, producer, main personality and the nominated film personnel. The sponsorship is intended to cover economy / ordinary class airfare and cost of the standard of accommodation and meals applicable to public officers of the Hong Kong Special Administrative Region Government on overseas duty visits<sup>4</sup>;

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<sup>3</sup> Applicants should reasonably arrange the itinerary and the dates of arrival and departure to and from the venue of the film festival. If the itinerary and the travelling dates are not reasonably scheduled, relevant expenditures on air tickets, meals and boarding may not be reimbursed or fully reimbursed.

<sup>4</sup> Please check with the Film Development Council Secretariat for details of rates for meals and boarding.

3. Expenses of developing or providing the print(s) (film copy or other format), subtitling cost, and freight cost of the print for the purpose of participating in a film festival;
4. Production cost and freight cost of publicity materials such as promotional banners / posters / flyers / trailers and fees for the advertising agency and hiring equipment;
5. Expenses on promotional activities such as hiring and decorating venues for premiere and screenings as well as reception and public relations expenses;
6. Expenses on promotion and related activities in USA after a film is officially announced as nominee(s) for Academy Award(s) (except awards for short films) by the Academy of Motion Picture Arts and Sciences (AMPAS); and
7. Audit expenses.

## **Tier II**

1. The actual amount to be granted is based on the actual expenditure incurred;
2. Return air tickets, meals and boarding<sup>3</sup> for no more than two persons who shall be Hong Kong permanent residents. For the feature film participating in the film festival, it only covers director, screenwriter, producer, leading actor, leading actress and the nominated film personnel. For the documentary film participating in the film festival, it only covers director, screenwriter, producer, main personality and the nominated film personnel. The sponsorship is intended to cover economy/ ordinary class airfare, cost of the standard of accommodation and meals applicable to public officers of the Hong Kong Special Administrative Region Government on overseas duty visits<sup>4</sup>;
3. Expenses of developing and producing the print (film copy or other format), subtitling cost, and freight cost of the print for the purpose of participating in a film festival;
4. Production cost and freight cost of publicity materials such as promotional banners / posters / flyers / trailers and fees for the advertising agency and hiring equipment;
5. Expenses on promotional activities such as hiring and decorating venues for premiere and screenings as well as



reception and public relation expenses; and

6. Audit expenses.

### **Tier III**

1. The actual amount to be granted is based on the actual expenditure incurred;
2. Return air tickets, meals and boarding<sup>3</sup> for no more than two persons who shall be Hong Kong permanent residents. For the feature film participating in the film festival, it only covers director, screenwriter, producer, leading actor, leading actress and the nominated film personnel. For the documentary film participating in the film festival, it only covers director, screenwriter, producer, main personality and the nominated film personnel. The sponsorship is intended to cover economy / ordinary class airfare, cost of the standard of accommodation and meals applicable to public officers of the Hong Kong Special Administrative Region Government on overseas duty visits<sup>4</sup>;
3. Expenses of developing and producing the print (film copy or other format) expenses, subtitling cost, and freight cost of the print for the purpose of participating in a film festival;
4. Production cost and freight cost of publicity materials such as promotional banners / posters / flyers / trailers and fees for the advertising agent and hiring equipment; and
5. Audit expenses.

### **VIII. Government Disclaimer**

Applicants should note that applications may not be approved, and even if approved, the amount approved may be different from the one proposed in the application. Moreover, completion reports may not be accepted, and even if accepted, the approved amount may not be disbursed in full. Should the Applicants choose to incur/commit any expenditure for the projects under application before funding approval is confirmed, they will have to bear their own risk and pay for the incurred/committed expenditure themselves in case their funding applications are rejected or only partially approved subsequently.

**IX. Application Date**

The Film Development Fund (FDF) is open for application throughout the year. However, submissions must be made within two months after the completion of the film festival concerned.

**X. Application and Enquiries**

Application forms are available at Hong Kong Film Development Council Secretariat. Applications forms can also be downloaded from the website [http://www.fdc.gov.hk/doc/en/fdf/fdf\\_festivals\\_form.pdf](http://www.fdc.gov.hk/doc/en/fdf/fdf_festivals_form.pdf). Completed application forms shall be sent by post or returned to the Film Development Council Secretariat. A separate form is required for each application.

Address: 40/F, Revenue Tower, 5 Gloucester Road, Hong Kong

Tel. No: (852) 2594 5846

Fax. No: (852) 2824 0595

Website: <http://www.fdc.gov.hk>

**XI. Handling of Information**

1. The Authority (which for the purpose of this paragraph means all or any of the Government and the Hong Kong Film Development Council (including its Secretariat)) is committed to ensuring that all personal data submitted under an application is handled in accordance with the relevant provisions of the Personal Data (Privacy) Ordinance (Cap 486) (“PDPO”). Personal data provided in relation to an application may be used by the Authority and disclosed among them for the following purposes:

- (a) the processing and authentication of applications;
- (b) payment of Government grant and any refund thereof;
- (c) the daily operation of the FDF Scheme;
- (d) meeting the requirements to make disclosure under the requirements of any law;
- (e) statistics and research; and
- (f) any purposes relating to any of the above.

2. Personal data provided in an application will be kept in confidence. They may however be disclosed by the Authority to any of the following parties for the purposes set out in the above paragraph:

- (a) any person (including the agent, the contractor or the third party service provider of the Government) who is involved in

the FDF Scheme;

- (b) subject to (c), any other person under a duty of confidentiality to the Authority;
  - (c) (in relation to the names of the Directors / Sole Proprietor / Partners of the successful Applicant Company / Sole Proprietorship / Partnership) the public; and
  - (d) any person to whom the Authority is under an obligation to make disclosure under the requirements of any law.
3. According to Section 2.3.3 of the Code of Practice on the Identity Card Number and Other Personal Identifiers issued by the Privacy Commissioner for Personal Data, the Authority will obtain the identity card number of the Applicant in order to verify the identity of the identity card holder.
  4. According to Sections 18 and 22 and Principle 6 of Schedule 1 of PDPO, the individuals whose personal data are provided in an application has a right of access and correction with respect to the personal data provided including the right to obtain a copy of the personal data provided in the application.
  5. The person to whom access to data or correction of data or for information of the policies and practices and kinds of data held is to be addressed as follows:

Senior Executive Officer (Administration)

Communications and Creative Industries Branch

Commerce and Economic Development Bureau

21/F, West Wing, Central Government Offices,

2 Tim Mei Avenue, Tamar, Hong Kong

A fee will be charged in accordance with the PDPO for providing access to or correcting any data and for providing the information.