



CANADA
MEDIA FUND

FONDS DES MÉDIAS
DU CANADA

CMF CONVERGENT STREAM DEVELOPMENT APPLICATION GUIDE 2022-2023

Please review this guide which includes tips to complete the **Dialogue Application Form used for the programs listed below**.

NOTE: If the program you are applying to is not listed below, you may have selected the wrong Application Form, or the program may not be open just yet. Please contact our Coordination team at cmf.fmc.coordination@telefilm.ca if you have any questions.

- Alternative Access to the Development Envelope Program
- Development Envelope
- Francophone Minority Program – Development
- Indigenous Program – Development
- Northern Incentive – Development
- Pilot Program for Racialized Communities - Development
- Quebec French Regional Development

Prior to submitting your application, you should be familiar with the CMF Guidelines of the applicable funding program and the corresponding CMF Reference documents and Business Policies available on the CMF website under the Programs page at www.cmf-fmc.ca.

Complete all information requested and include all required documentation with your application. Please note Applicants will not receive an acknowledgement letter (complete and/or incomplete) from the CMF Program Administrator | Telefilm Canada. Applications will instead be assigned to Business Analysts upon receipt and missing information may be requested as needed.

For inquiries relating to the application process, the CMF Guidelines and Business Policies and/or the status of your CMF funding application, please contact our Coordination Team at cmf.fmc.coordination@telefilm.ca

The following pages include a copy of the Application Form. **Pay attention to the highlighted helpful tips and Appendices**. Note that all sections in **red** are fields that must be filled out in order to submit your application.

→ To save and continue later, click SAVE at the bottom of the page.

→ To retrieve a saved and not yet submitted application form, click on **Tasks** and then on **Complete Application | Compléter la demande**.

Thank you for reading this Guide. Please keep in mind that the Dialogue Application Form can be updated from time to time and not all sections may be identical to what you see below.

Please do not hesitate to contact our Coordination team for any questions cmf.fmc.coordination@telefilm.ca

Complete Application

Summary

Program CMF Convergent Stream - Development

Application Year 2022-2023

[Need help? Please review our Guide](#)

▲ Applicant

One or more required fields are empty

Select Applicant Company

--Select--

A value is required

Correspondence Language

--Select--

A value is required

Are you applying on behalf of a company to be incorporated?

--Select--

A value is required

Do the Applicant, the Co-Applicant and/or their parent company have a director or shareholder that is not a Canadian citizen or a director or shareholder that has been a permanent resident for more than 4 years?

--Select--

A value is required

Applicant(s) is/are a Canadian

--Select--

A value is required

Does this Project meet the definition of a Regional Project as set out in the CMF Guidelines?

--Select--

A value is required

Does this application meet the definition of a Diverse Community Project as set out in the section 2.1.1 of the Development Program and Performance Envelope Program Guidelines?

--Select--

A value is required

Per the CMF Guidelines, a Regional Development Project is a project in which:

- a) The Applicant is based in the region with its head office in the region.
- b) The regional Applicant initiates and continues to meaningfully participate in the project's development, retaining at least 51% ownership of the copyright interest in the project.

In order for a Broadcaster to earn credit in the Diverse Community Production Licenses Factor, the project must also comply with the "Diverse Community Project" definition in section 2.1.1 of the Performance Envelope Program Guidelines.

▲ Contacts

One or more required fields are empty

Contact Type	Name (last name, first name)	Email	Phone Number
Contact for all correspondence			
Producer			

▼ Canadian Co-Applicant(s) (if applicable)

Co-Applicant	Contract Signatory Name	Email for Official Notifications	% of Rights
If applicable, please indicate the Canadian Co-Applicant who co-owns the rights to the project, its authorized signatory and the percentage of rights held according to the co-development agreement.			
Add			

▲ International Coproduction

One or more required fields are empty

Is this an international coproduction?

Yes No

A value is required

▲ Previous Applications

One or more required fields are empty

Has the Project been submitted for Pre-application Consultation?

--Select--

A value is required

Has the Project previously been submitted to CMF?

--Select--

A value is required

Project

One or more required fields are empty

Title

A value is required

Original Linguistic Market

A value is required

Other Original Linguistic Market(s) (if applicable)

% of Production in the Indigenous Language

Format

A value is required

Genre

A value is required

Type

A value is required

Animation Content % (if applicable)

Projected Start of Production

A value is required

Material to be delivered for this Application (2500 characters or less)

Please list the creative material that will be delivered to the Broadcaster and the CMF through the development activity of this funding application.

A value is required

Are Digital Media costs included within the Television development budget?

A value is required

Key Personnel

One or more required fields are empty

Role	PERSONA-ID Number (if applicable)	Name (last name, first name)	Citizenship
Producer			<input type="text" value="--Select--"/>
Screenwriter			<input type="text" value="--Select--"/>
Add			

Beginning in 2022-2023, eligibility to CMF Diverse Community and gender initiatives in the Programs listed on the document [PERSONA-ID BY PROGRAM](#) will be determined only by validating the information reported by individuals in their PERSONA-ID account. **To be considered for these initiatives**, Applicants should look at the specific requirements of each Program's Guidelines and **ensure that the PERSONA-ID numbers of all relevant individuals are included in the Key Personnel and the Directors and Shareholders sections below.**

Directors and Shareholders

One or more required fields are empty

Role	PERSONA-ID Number (if applicable)	Name (last name, first name)	Citizenship
Corporate Director			<input type="text" value="--Select--"/>
Shareholder			<input type="text" value="--Select--"/>
Add			

Enter all Corporate Director(s) and all ultimate individual Shareholder(s) of the Applicant (and Co-Applicant) companies.

Intermediary shareholder companies should not be entered in this section.

Cycle

Please enter 0 if a cycle number is not applicable

A value is required

Number of Episodes

A value is required

from episode (number)

A value is required

to episode (number)

A value is required

Broadcast Length per Episode in Minutes

A value is required

Total Length for Series in Minutes

A value is required

Title of Original Work (if applicable)

Author Name of Original Work (if applicable)

Citizenship of Author (if applicable)

Synopsis (2000 characters or less)

Should the Project be approved for financing, this information will be used by Canada Media Fund for promotional purposes. Kindly advise us if there are any changes.

A value is required

▼ Broadcaster Agreement Forms

BAF ID	Applicant	Broadcast Ownership Group	Canadian Broadcaster Development Fee	CMF Envelope Contribution - Advance
Development Envelope Program: Add a Broadcaster Agreement Form for each Canadian broadcaster providing an eligible licence fee and/or a contribution from its 2022-2023 CMF performance envelope. <u>Please review the BAF User Guide available on the CMF Website under the Program's NEED HELP? section of the Application Documents.</u>				
Add				

▲ CMF Financing Program(s)

Please add at least one program fund

Source of CMF Financing	Broadcaster	Type	Language	Requested Amount (CAD)
No items available				
Add				

▲ Financial Structure

The following fields require values: Amount

Source	Category	Broadcaster	Type	Confirmed	Amount (CAD)	% Canadian
Canada Media Fund	CMF			<input checked="" type="checkbox"/>		0.00
Total					0.00	
Add						

See Appendix 1

▲ Budget/Final Costs

One or more required fields are empty

The **Financial Structure** total must equal the total amount of the **Budget / Final Costs** below and of the **Budget** submitted as part of the **Required Documents**

Category	Budget - Canada (CAD)
Subtotal	
Producer Fees	
Corporate Overhead	
Total	0.00

▲ Related Party Transactions

Please add at least one related party transaction

Budget Line	Description	Name of Related Company or Individual	Amount (CAD)	Measurement Basis	Related Party Reference Number
Related parties exist when one party can exercise, directly or indirectly, control, joint control or significant influence over the other. It's when the applicant company hires an individual or another company to do work on their Project, but with whom they have an already pre-existing business or family relationship. Please review the Appendix B - Business Policies - Chapter 2 - Section 4 - for more information on Related Party Transactions.					
Add					

▲ Required Documents

Visit the [Programs page at www.cmf-fmc.ca](http://www.cmf-fmc.ca) to find the list of required documents.

The maximum file size allowed is 25MB. Documents too large are highlighted in red

Document	Website URL	Description	Type
Please carefully review the Program's List of Required Documents, including the helpful tips on nomenclature of documents. Having a Description and selecting a Type that makes sense to each Required Document uploaded in your Application Form will ensure proper analysis of your project. Click +Add and upload each required document separately. The system will not provide a warning if a required document is not submitted. ** FOR PROGRAMS WITH A SELECTIVE DECISION PROCESS, Analysts will only evaluate documents submitted and will not contact you for more information or missing documents ** Out of fairness to all Applicants submitting an application to a selective program, documents other than those requested in the List Required Documents or exceeding the allotted page counts will not be considered.**			
Add			

Click +Add to continue

▲ Statement

Statement

By checking this box, the Applicant declares having read the [Applicant Statements](#) and acknowledges that these statements are accurate, true and complete.

IMPORTANT before submitting

If you wish to keep a copy of your Application please print or "print as pdf" before submitting.

For programs with a selective decision process, analysts will only evaluate documents submitted and will not contact you for more information or missing documents.

CANCEL

SUBMIT SAVE

Appendix 1 – Financial Structure

The total CMF amount requested will automatically appear in the first line of the financial structure.

- **Source:** Please type in the name of the financial participant.

- **Categories:**

Broadcaster	<p>a. A Canadian programming undertaking, public or private, licensed to operate by the Canadian Radio-television and Telecommunications Commission (CRTC);</p> <p>b. An online service owned, controlled and operated by a Canadian licensed programming undertaking;</p> <p>c. An online service owned, controlled and operated by a Canadian broadcasting distribution undertaking (“BDU”), licensed to operate by the CRTC;</p> <p>d. CRTC-licensed VOD services.</p>
Federal Government	This category includes all federal government funding, for example: funding from tax credits, the NFB, or the Canada Council for the Arts. Any Telefilm Canada funding is also included here.
Provincial Governments	This category includes provincial government funding, for example: tax credits, grants or investments from cultural agencies and ministry departments.
Distributors	This category includes pre-sales and distribution advances from Canadian distributors. Distribution companies that are unrelated to the Applicant company as well as those that are related distribution arms.
Foreign	This category includes financing from foreign entities of any type, including but not limited to broadcasters and distributors.
Producers	All production company participation is represented in this category (except for distribution advances from related distribution arms). This includes equity investment, deferrals, or services rendered in kind. The participants are not limited to the Applicant company and could be a related party, a supplier, or any creative personnel.
Private Funds	This category includes the independent television and digital media funds set up to fulfill CRTC requirements. Their participations include grants or equity investments. Other cultural agencies or charitable organizations are included in the Other category.
Private Investors	Equity investment from private third-parties is represented in this category.
Other Canadian	This category includes any type of Canadian-based financing that does not fit into the above-mentioned categories. Charitable foundations, universities, crowdfunding campaigns, and corporate sponsors are examples of these financiers.

- **Type:** If a contribution type is not in the list, it might be that it is an ineligible type of funding.

Additional Advance	Do Not Use this contribution type for Convergent Production applications
Additional Licence Fee	Do Not Use this contribution type for Convergent Production applications
Advance	Cash fees paid by a distributor in anticipation of sales of the project, to be recouped via revenues made through commercialization; excluded from profit participation.
Contribution	Do Not Use this contribution type for Convergent Production applications

Deferral	Fees from the production budget that are not paid to an individual or company until the project is in a recoupable position; excluded from profit participation.
Development fee	Cash fee paid by a Broadcaster to the CMF Applicant in support of development activities and contributing toward the CMF's Development Fee Threshold. <u>For the Development Envelope Program, the Development fee must be accompanied by an approved Broadcaster Agreement Form linked in the Project's application form.</u>
Grant	Cash contribution that is not repayable or recoupable.
Investment	Cash contribution recoupable via revenues made through commercialization; included in profit participation.
Licence	Do Not Use this contribution type for Convergent Production applications
Minimum Guarantee	Do Not Use this contribution type for Convergent Production applications
Non-Broadcast Rights	Do Not Use this contribution type for Convergent Production applications
Other Rights	Do Not Use this contribution type for Convergent Development applications
Pending licence	Do Not Use this contribution type for Convergent Development applications
Services	Contribution in the form of in-kind services; may be recoupable however excluded from profit participation.
Sponsorship	Financial contribution provided by a corporate entity in exchange for some form of recognition. <u>Please note:</u> while sponsorship may be acceptable in a project's financing structure, "sponsored productions" are not eligible to apply to the CMF.