

PRODUCTION PROGRAM

COMPONENT 3 – SELECTIVE ASSISTANCE FOR THE PRODUCTION OF MEDIUM-LENGTH AND FEATURE-LENGTH DOCUMENTARIES

To help you prepare your application before submitting it through the secure SOD@ccès online portal, we have listed below the documents you will need to provide.

APPLICATION FORM	
	Available on the secure SOD@ccès online portal.
CONTRACTS, AGREEMENTS, RIGHTS ACQUISITION	
	Chain of title history
	Québec-Québec, interprovincial or international coproduction, if applicable – Coproduction agreement(s).
FINANCIAL INFORMATION	
	Financial structure – Must be submitted in its original format (.xlsx) Use the Structure financière production documentaire template (in French only)
	All agreements confirming the secured funding
	Summary and detailed production budget, stating the breakdown of expenses among interprovincial and international coproducers, if applicable, in Canadian dollars, specifying the labor eligible for tax credits, services, deferred costs, and costs incurred outside Québec
	Calculation form used to determine the percentage of labor eligible to (provincial and federal) tax credits.
MINORITY COPRODUCTIONS (additional documents only required for minority coproductions)	
	Agreements confirming secured contributions (50% of foreign funding must be secured for minority coproductions)
	The applicant company's business development plan outlining coproduction projects <i>The development plan must specify:</i> <ul style="list-style-type: none"> - How coproduction factors into the company's business development; - All initiatives undertaken to secure coproduction agreements (e.g., various market presence, networking activities, meetings, titles of projects you plan to coproduce, their stage of development, etc.)
	Strategic agreement reached for the purpose of initiating a reciprocal Québec-majority coproduction <i>Reciprocity can be established with a different coproducer; it is the territory that is the subject of reciprocity</i>
	Filmography of the coproducing company and the coproducer's résumé
	Commercialization strategy and preliminary budget – Must be submitted in its original format (.xlsx) Use the Stratégie d'exploitation et devis préliminaires - coproductions minoritaires (in French only).
POSTPRODUCTION (only required for postproduction funding)	
	A detailed and up-to-date cost report for the production
	Preliminary credits to confirm placement of SODEC's credit line <i>If the project is selected, please note that SODEC must also approve its credit placement in the production's final end credits</i>
	Editing plan listing the visual and audio processes that have yet to be completed
	Web link to the rough cut Use the Œuvres soumises à l'appui d'une demande template (in French only).

Required documents list – Production program – Component 3

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CREATIVE ELEMENTS	
	Project summary outlining the central idea of the film – 10 lines max
	Final detailed documentary proposal
	List of documentary characters
	Animation only: storyboard elements and description of planned technique
	Director(s) film treatment
	Letter of intent from other members of the creative team (screenwriter(s), producer(s), etc.)
	Filmography of the screenwriter(s), director(s), producer(s) with no personal information other than names
	Filmography of the production company
	The director(s)' previous works (if applicable) Use the Œuvres soumises à l'appui d'une demande template (in French only)
	Project under appeal only: summary of changes to the synopsis and director(s)' film treatment
	Any other documents relating to creative elements.
COMMERCIALIZATION STRATEGY	
	Commercialization strategy and preliminary budget – Must be submitted in its original format (.xlsx) Use the Stratégie d'exploitation et devis préliminaires - Documentaires template (in French only)
	A letter of commitment from one of the following partners is mandatory: a) a Québec documentary distribution company, to distribute the film in Québec b) an eligible broadcaster (broadcasting license) c) an eligible digital distribution platform (non-exclusive license) that is eligible to the refundable tax credit for film production services.
COMPANY STATEMENT	
	Use the Déclaration de l'entreprise template (in French only).
MASTER FILE	
	Master file – list (Dossier maître - liste in French only) Note: information regarding shareholders and directors must be provided with every project submission.