



MEDIA 2007 (2007-2013)
CALL FOR PROPOSALS 16/06
GUIDELINES FOR
SUPPORT TO DEVELOPMENT OF SLATES OF PROJECTS
SLATE FUNDING 1ST STAGE

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Purpose of the guidelines for support to development of slates of projects

- To inform you of the conditions for access to the mechanism and the conditions for selecting applications.

You are wondering whether your company is entitled to apply, whether your projects can benefit from MEDIA funding, what amount you can expect to receive, how the selection procedure works. These guidelines have been designed to answer your questions as comprehensively as possible.

- To help you to prepare the application forms, by indicating clearly the information the Agency needs to evaluate your project properly and the documents that must be attached.

Before reading the detailed information in these guidelines, please consult the next page, which provides an overview of the conditions which must be met to apply for development support for a slate of projects. This will help you to find out quickly whether or not this funding is available to you. If so, the subsequent pages will help you to prepare your application.

Call for proposals 16/06 - Summary of the access conditions for support to development of slates of projects

- When to apply ?
During the period of the call for proposals. The call for proposals 16/06 will be open from 28 December 2006 to 16 April 2007. One single MEDIA award procedure will run during this period. See 2.1.1.
- Support mechanism for slates of projects (Slate Funding), single projects or “MEDIA New Talent”?

Slate Funding is aimed at medium-sized companies which already have international experience and have the financial capacity to contemplate the simultaneous development of several projects. If you do not meet these conditions, please consider the support mechanism for single projects. See 1, “Call for proposals 16/06 – Guidelines Single Projects” and “Call for proposals 16/06 – Guidelines MEDIA New Talent”.

- Slate Funding 1 or Slate Funding 2, Slate Funding 1st stage or 2nd stage?

Slate Funding 1 and 2 are designed for companies of different size and financial capacity. To apply for Slate Funding 1, a company must submit a development plan for three years comprising 3 to 6 projects. To apply for Slate Funding 2, a company must submit a development plan for three years comprising 3 to 10 projects. See 4. Slate Funding 2nd stage is for companies that have already been selected once for Slate Funding (see “Call for proposals 16/06 Guidelines for support to the development of catalogues of projects, Slate Funding 2nd stage”).

- What kind of companies are accepted?
Applicants for funding for the development of slates of projects must be independent European production companies registered for at least three years. See 3.1. and 3.2.
- Is previous audiovisual production experience necessary?
Yes. The previous experience requirements are different for Slate Funding 1 and Slate Funding 2. See 3.3.
- Which categories of projects are eligible for MEDIA funding?
Drama, animation, creative documentaries and multimedia concepts. For all these categories, minimum duration conditions must be met, and the applicant company must hold the rights. See 5.
- What is the amount of funding for the development of slates of projects?

The MEDIA funding is between €60 000 and €90 000 for Slate Funding 1 and between €100 000 and €150 000 for Slate Funding 2. See 6.

- What are the chances of being awarded funding for the development of slates of projects?
The applications received by the Agency are ranked, at the end of the selection procedure, according to their merit. The best ones are funded, until the available budget is exhausted.

INTRODUCTION

The call for proposals and attached guidelines are based on the Decision n° 1718/2006/EC of the European Parliament and of the Council of 15 November 2006 concerning the implementation of a programme of support for the European audiovisual sector (MEDIA 2007).

The European Commission is responsible for the implementation of the MEDIA Programme and for the decision to grant individual European Community funds. However, the Education, Audiovisual and Culture Executive Agency administer the MEDIA Programme on behalf and under the control of the European Commission. The section responsible for the implementation of the call for proposals is the MEDIA programme unit, part of the Education, Audiovisual and Culture Executive Agency.

1. THE MEDIA PROGRAMME - DEVELOPMENT: FUNDING OBJECTIVES AND CONDITIONS

The aim of MEDIA - Development is to provide funding to promote the development of production projects for the European and international markets submitted by independent European production companies in the following categories: drama, creative documentaries, animations and multimedia concepts.

Three types of funding are available under the programme:

- support for the development of a slate of projects (Slate Funding 1 or 2, 1st or 2nd stage): the applicant submits an application for funding for the development of a slate of projects.
- support for the development of single projects: the applicant submits an application for the development of a single project.
- support to projects which have been the subject of a MEDIA training activity (“MEDIA New Talent”).

Funding has been designed to meet the needs of three kinds of companies:

- medium-sized companies with previous experience at an international level and the financial capacity to develop several projects simultaneously (Slate Funding);

- small companies with limited financial capacity wishing to invest in the development of just one project;
- companies with limited previous experience that have focused on training activities to develop itself.

The conditions for accessing these instruments in terms of previous experience and financial and technical capacity are different.

These guidelines apply to applications for Slate Funding 1st stage. If you would like to apply for Single Project or “MEDIA New Talent”, please refer to the relevant guidelines, and check that you fulfil the access criteria.

2. TIMETABLE AND BUDGET FOR THE CALL FOR PROPOSALS 16/06

2.1. When and how to submit an application for support for support to development of slates of projects?

2.1.1. When?

The call for proposals for the award of the 2007 MEDIA - Development budget was published in OJ N° C 320 of 28/12/2006.

This call for proposals is open from 28 December 2006 to 16 April 2007.

This means that you can submit your applications to the Agency between 28 December 2006 and 16 April 2007 inclusive.

Applications sent before or after these dates will not be accepted by the Agency (see 7.1.1.).

The relevant date is the date of posting (not the date of receipt by the Agency). The Agency cannot under any circumstances be held responsible for the shortcomings of courier services, and it is up to the applicant alone to ensure that the proposal is sent off in good time. In the event that there are any charges in the delivery of an application (postal, fiscal or other) the Agency cannot be held liable for them and will refuse to accept same.

2.1.2. How?

Applications must:

- include one unbound copy of forms and annexes A to H and 3 copies (1 unbound and 2 bound) of forms and annexes 1 to 7; 1 CD-ROM comprenant les formulaires et annexes 1 à 7;
- be submitted using exclusively the application forms for the call for proposals 16/06, which can be downloaded in French or English from the site: http://ec.europa.eu/comm/avpolicy/media/index_en.html; these forms must be used even if the project was eliminated in the framework of a previous call for proposals;

- not include any documents other than those requested in the application. Any additional documents submitted by applicants will not be considered in the evaluation;
- include all the forms and all the supporting documents and information requested;
- not contain any handwriting (apart from the signatures required);
- be submitted on numbered pages printed on one side only, on A4 paper;
- be completed in one of the official languages of the European Union. However, we would advise you to complete your application in English as far as possible, in order to facilitate the evaluation.

Any application that does not meet these requirements will be declared ineligible and will not be evaluated by the Agency (see 7.1.1.).

Please note: the Agency will not be giving any applicants the opportunity to complete their application after submission. Do not, therefore, submit your application if one of the required documents is missing or does not meet the criteria.

Proposals and documents must be sent:

- (a) either by post or by courier service, in which case the evidence shall be constituted by the postmark;
- (b) by hand-delivery in which case the evidence shall be constituted by a signed and dated receipt (on 16/04/2007 at latest before 15.00 H.)

to the following address:

EXECUTIVE AGENCY Education, Audiovisual & Culture
M. Constantin Daskalakis
BOURG 3/23B
Av. du Bourget 1
B-1140 Brussels

Envelopes must be clearly marked:

“MEDIA PROGRAMME - DEVELOPMENT CALL N° 16/06”
Company Name
Country of origin
Slate Funding (1 or 2)

2.2. No more than one application per company for support under development is allowed for the 2007 budget

Please note that no more than one application (Single Project, Slate Funding or “MEDIA New Talent”) may be submitted by a production company for the 2007 budget.

This rule also applies where a company wishes to resubmit a project rejected under the call for proposals 16/06. It must wait until a future call for proposals and must then demonstrate, on the relevant form, that substantial changes have been made compared to the previous version.

Moreover, any company which has a current Slate Funding 1st stage agreement may not apply for support for a single project or for “MEDIA New Talent”. It may, however, under certain conditions, only apply for Slate Funding 2nd stage (see “Guidelines for supporting catalogues of projects – Slate Funding 2nd stage”).

A company with a current Slate Funding 2nd stage agreement and a completed Slate Funding 1st stage agreement may apply for Slate Funding 1st stage support.

2.3. Budget and award timetable

For the 2006 call for proposals, the budget earmarked for the Development sector (Single Project, “MEDIA New Talent” and Slate Funding) was €16,21 million. The Agency expects the budget for 2007 to be around the same amount. In 2006, €8,45 million were awarded to slates of projects. This proportion could be slightly different for the call for proposals 16/06.

For information, the following table shows the number of proposals received and selected in 2006 and the budget awarded to the various genres.

The 2007 budget will be awarded in one round.

	MEDIA New Talent				Single projects				Slate Funding		
	Drama	Animation	Documentary	Multimedia	Drama	Animation	Documentary	Multimedia	SF1 1 ^{er} stage	SF2 1 ^{er} stage	SF 2 ^{ème} stage
Applications received	47	1	14	2	213	43	161	28	66	42	41
Applications selected	16	1	9	1	88	19	71	8	31	23	26
MEDIA Funding (€)	550.000	20.000	175.000	50.000	3,740 million	1,070 million	1,675 million	390.000	2,660 million	3,065 million	2,880 million

All applications (Single projects and Slate Funding) sent between 28 December 2006 and 16 April 2007 will be evaluated in one single round. The results of this round will be available end of July 2007. The agreements will be sent to the selected companies within two months following the selection.

Applicants are strongly encouraged to apply as soon as the call for proposals opens. We would remind you that development costs can be considered eligible from the date of submission of the application (see 6.2.3.).

The Agency reserves the right not to distribute all the funds available.

3. COMPANIES THAT MAY APPLY FOR SUPPORT TO DEVELOP SLATES OF PROJECTS

NB: All the criteria below must be met, and supporting evidence provided. The compliance with the criteria will only be assessed on the basis of the documents provided in the application.

3.1. Independent European companies whose main activity is audiovisual and/or multimedia production

This call for proposals is open to companies registered in and owned by nationals from the Member States of the European Union on 01/01/2007 and countries of the European Economic Agreement participating in the MEDIA Programme (Iceland, Liechtenstein and Norway), as well as those other countries that satisfy the conditions laid down in Article 11 of Decision N° 2000/821/EC (Switzerland¹).

Companies submitting an application must have as their main object and activity audiovisual and/or multimedia production. Foundations, Institutes, Universities, associations and other legal bodies acting in the public interest cannot apply.

They must be established in one of the Member States of the European Union or in one of the other countries participating in the MEDIA programme. They must also be owned and continue to be owned, either directly or by majority shareholding, by nationals of these countries.

Applications from groups of companies will not be accepted.

A company submitting an application must not have majority control by a broadcaster, either in shareholding or commercial terms.

‘Majority control by a broadcaster’ is considered to occur where more than 25% of a production company's share capital is held by a single broadcaster (50% where several broadcasters are involved) or where, over a three-year period, more than 90% of a production company's revenue is generated from sales to a single broadcaster. The Agency reserves the right to apply this criterion by taking into account the specific characteristics of the different audiovisual and/or legal systems of the Member States and other participating countries.

The Agency will check companies' compliance with the criteria on the basis of the information provided in application form D “Legal status of the applicant company” and the following supporting documents, which must be attached:

- Annex D1 to the application: a recent extract from the company's registration stating the company's date of registration, company's legal full name, the registered office address, the legal status, objects and the names of its authorised legal representatives;

¹Switzerland's participation is subject to the conclusion of a new cooperation agreement in the framework of the MEDIA Programme.

- Annex D2 to the application: the company's up-to-date memorandum of association (or equivalent official document), stating in particular the shareholders' names and nationalities as well as division of shares between shareholders.

3.2. Companies registered for at least three years

Only companies that can prove that they have been registered for at least three years can apply for Slate Funding.

The Agency checks this criterion on the basis of the information in form D "Legal status of the applicant company" and in Annex D2 of the application file.

3.3. Companies that can demonstrate that they have produced and distributed at least one (Slate Funding 1) or two (Slate Funding 2) previous work(s)

3.3.1. Applicants for Slate Funding 1

Companies applying for Slate Funding 1 must prove that they have, during the three years preceding the application, produced as a major producer at least one audiovisual and/or multimedia work that has been distributed outside its country of origin.

3.3.2. Applicants for Slate Funding 2

Companies applying for Slate Funding 2 must prove that they have, during the three years preceding the application, produced as a major producer at least two audiovisual and/or multimedia works that have been distributed outside their country of origin.

3.3.2.1. Derogation referring to application files including one or more drama or animation projects

If the application includes one or more drama or animation project(s), the reference period for the production and distribution outside the country of origin of a previous work is extended from three to five years.

This derogation applies only if the previous work was a drama or animation project. If it was a creative documentary or a multimedia project, the reference period is three years.

3.3.3. Definitions and principles applicable to Slate Funding 1 and Slate Funding 2 applications

- A production company is considered a major producer when it has financed the majority of the production budget of a work. In respect of series, the applicant company must be the majority producer for the entire series.
- A production (one-off project or series) is regarded as completed on:
 - the date of official delivery by the laboratory of the copy zero (for cinema films);
 - the date of official delivery of the master copy (for works intended for television);

- the date of official delivery by the laboratory of the master (for offline multimedia works);
 - the date of placing on the website (for online multimedia works);
 - in respect of series, the entire series must be completed on the date of submission.
- The date of distribution of a work is:
 - the date of signature of the distribution contract OR
 - the date of actual distribution (date of cinema release, broadcast date, ...).
 - What does “distribution outside the country of origin” mean?
 - “Distribution” means any form of commercial delivery to the public: cinema distribution, television broadcast, offline or online distribution for multimedia works. Broadcasts in cinema museums, cultural associations and other comparable structures as well as online distribution (except for multimedia works) are not considered to be a commercial release.
 - For online distribution of multimedia works (e.g. on websites), distribution is considered to be “outside the country of origin” if the work is placed online on a site which can be viewed in at least two languages (one must be different from the language of the country of origin).
 - Distribution envisaged under a contract or effectively realised through an international channel (TV5, Arte, 3SAT, TVE Internacional...) is regarded as distribution “outside the country of origin”.
 - Contracts with sales agents do not constitute proof of distribution. However, sales statements from international agents are accepted as proof of distribution.
 - The previously produced work must meet the same criteria as those applicable to the works submitted (see 5.). Attention should be paid in particular to the requirements in terms of the minimum length of the project.
 - If the applicant company cannot demonstrate a sufficient track record to be eligible, can the experience of members of the company be taken into account? Only the personal experience of the producer within the applicant company can be taken into account subject to the two following conditions.
 - the producer whose experience is taken into account:
 - must be a shareholder of the applicant company OR
 - must be managing director/CEO of the applicant company OR
 - must have been on the pay roll of the applicant company as producer at the date of submission for at least 12 months prior to the date of submission.

- He/she must have been significantly involved in the production of the previous work. Only the following personal credits are considered significant roles in the production of a work:
 - producer (except co-producer)
 - delegate producer
 - executive producer

Only official credits that appear in the onscreen credits or employment contracts for multimedia works are accepted as proof of personal credits. Declarations of third parties will not be taken into account.

The Agency will check the company's compliance with criteria on the basis of the information provided in application Form F 'Experience of the Applicant Company' and the following supporting documents, which must be attached:

- Annex F1 to the application: distribution contract or document proving the distribution, at international level, of the reference production(s) over the 3/5 years preceding the application.

Only the following evidence will be accepted: distribution agreement with a theatrical distributor, broadcasting agreement/co-production agreement with a television, sales report signed and certified by an international sales agent (the name of the purchaser, the territory and the date of sale must be clearly stated), video or DVD publishing contract, proof of theatrical exhibition (screening programme clearly showing source and date; box office statement mentioning exhibition period and made by a public entity, proof of broadcast (TV programme with visible source and date); TV rating. For multimedia projects: website URL (the content of the website must be in two languages, one must be different than the language of the country of origin), agreement with the provider/operator/distributor, official sales/exploitation statement.

Where the reference work is a creative documentary: document proving it (declaration of intention from the writer, press article, video, etc.).

- Annex F2 to the application: Proof of majority producer status (certified financing plan, co-production contract, etc.) OR, where it is necessary to take account of the experience of the producer, evidence of his/her status as producer within the applicant company and official credit that appears in the onscreen credits or employment contract for multimedia works.

3.4. Financial capacity

In order to permit an assessment of their financial capacity, companies must submit, together with their applications:

- Form E-I "Bank Identification Form": the bank details form duly completed and certified by the bank (original signatures required);

- Annex to Form 2 "Financial information related to the applicant company and application submitted": the profit and loss accounts together with the balance sheet for the two last financial years for which the accounts have been closed.

NB: If, on the basis of the documents submitted, the Agency considers that financial capacity has not been proved or is not satisfactory, it may:

- reject the application
- ask for further information
- require a guarantee (see 8.3)
- offer a grant agreement without prefinancing.

3.5. Technical capacity

The Agency will check the company's compliance with this criterion on the basis of the information provided in application Form 1 'Information concerning the applicant company' and the following supporting documents, which must be attached:

- Annex to Form 1: CVs of the members of the applicant company who will be working directly on the development of the slate of projects, in particular the managing director, the authorised signatory, the head of development and the key members of the creative team (author, director, director of photography, etc.).
- Form 1: list of the works produced to date by the applicant company and/or the producer whose experience is referred to with regard to access to the MEDIA programme.

3.6. Exclusion criteria

Applicants must state that they are not in any of the situations described in Articles 93 and 94 of the Financial Regulation applicable to the general budget of the European Communities (Council Regulation (EC, Euratom) No 1605/2002) and set out below.

Applicants will be excluded from participating in the call for proposals if they are in any of the following situations:

- a) they are bankrupt or being wound up, are having their affairs administered by the courts, have entered into an arrangement with creditors, have suspended business activities, are the subject of proceedings concerning those matters, or are in any analogous situation arising from a similar procedure provided for in national legislation or regulations;
- b) they have been convicted of an offence concerning their professional conduct by a judgment which has the force of *res judicata*;
- c) they have been guilty of grave professional misconduct proven by any means which the contracting authority can justify;

- d) they have not fulfilled obligations relating to the payment of social security contributions or the payment of taxes in accordance with the legal provisions of the country in which they are established or with those of the country of the contracting authority or those of the country where the contract is to be performed;
- e) they have been the subject of a judgment which has the force of *res judicata* for fraud, corruption, involvement in a criminal organisation or any other illegal activity detrimental to the Communities' financial interests;
- f) following another procurement procedure or grant award procedure financed by the Community budget, they have been declared to be in serious breach of contract for failure to comply with their contractual obligations.

Applicants will not be granted financial assistance if, on the date of the grant award procedure, they:

- (a) are subject to a conflict of interests;
- (b) are guilty of misrepresentation in supplying the information required by the contracting authority as a condition of participation in the grant award procedure, or fail to supply this information.

In accordance with Articles from 93 to 96 of the Financial Regulation, administrative and financial penalties may be imposed on applicants who are guilty of misrepresentation or are found to have seriously failed to meet their contractual obligations under a previous contract award procedure.

To comply with these provisions, applicants must sign a declaration on their honour certifying that they are not in any of the situations referred to in Articles 93 and 94 of the Financial Regulation.²

4. SLATE OF PROJECTS AND THREE-YEAR DEVELOPMENT PLAN

4.1. Submission of a slate of projects and a three-year development plan

The Agency wishes to support slates of projects in order to encourage companies to formulate medium-term development and financing strategies.

In this regard, the Agency requires that applicant companies submit a slate of projects accompanied by a detailed development plan covering a three-year period in support of their application (Forms 3 and 4).

The slate of projects (Form 4) must comprise between 3 and 6 projects for an application for Slate Funding 1 and between 3 and 10 projects for an application for Slate Funding 2 (see 4.3.1.).

² Article 114 FR; Article 174 IR. Please attach a model declaration to the application form.

Slates including documentaries only are not eligible for Slate Funding 2. Only Slate Funding 1 is available for documentary Slates.

In the slate, the applicant company must identify at least three projects which, if selected, will be developed using the funding provided under the MEDIA programme (Form 4).

The three-year development plan must include (Form 3):

- a timetable for the development, production and funding activities;
- a description of the financial, technical, creative and management needs of the applicant company for the implementation of these activities;
- a description of the countries that the applicant company considers important for the co-production and/or broadcasting of its projects.

4.2. MEDIA support conditions

The contribution from the MEDIA programme is calculated on the basis of all the detailed development budget estimates for the projects that the company wishes to develop with the support of the MEDIA programme (Form 5). It must not exceed 50% of the total (see 6.4).

If the application is selected, the Slate of projects the applicant wishes to develop will be an integral part of the agreement. The Slate must correspond to the projects presented in the application file. However, the projects which have become non-eligible after the date of submission (in particular, in case of entry into production, obtaining another European funding, a change in the ownership of the rights under 50%) must be replaced, subject to the compliance of the eligibility criteria applicable to the projects (see 5).

4.3. Slate Funding 1 and Slate Funding 2 - Slate Funding 1st or 2nd stage

These instruments are for different types of companies.

4.3.1. Slate Funding 1

To apply for Slate Funding 1, a company must submit a slate of projects accompanied by a development plan for three years comprising three to six projects (Forms 3 and 4). These projects should number at least three (Form 4).

Funding of between € 60 000 and € 90 000 may be granted by the MEDIA programme (see 6.4 for the specific arrangements for calculating the Community contribution). The beneficiary company must be able to match MEDIA funding on a 50%-50% basis (see 6.5).

4.3.2. Slate Funding 2

To apply for Slate Funding 2, a company must submit a slate of projects accompanied by a development plan for three years comprising three to ten projects (Forms 3 and 4).

Slates of projects comprising only documentaries are not eligible for Slate Funding 2. They are only eligible for Slate Funding 1.

Funding of between €100 000 and €150 000 may be granted by the MEDIA programme (see 6.4 for the specific arrangements for calculating the Community contribution). The beneficiary company must be able to match MEDIA funding on a 50%-50% basis (see 6.5). Slate Funding 2 is therefore available to companies with greater financial capacity and more international experience than companies applying for Slate Funding 1.

4.3.3. Slate Funding 1st and 2nd stage

Slate Funding 2nd stage is only for companies that have already been selected for Slate Funding 1st stage, as long as they meet certain conditions (see “Call for proposals 16/06 - Guidelines for the support to the development of slates of projects, Slate Funding 2nd stage”).

5. CRITERIA TO BE MET BY THE PROJECTS IN THE SLATE

5.1. Categories of eligible projects

The projects in the slate must belong to one of the following categories. The Agency will base its assessment on the information provided in Form 4.

5.1.1. Conditions applicable to all categories of projects

Both one-off projects and series are eligible.

IMAX format is permitted.

MEDIA support will not be granted for any other form of live recordings, TV games, talk shows, reality shows or educational, teaching and ‘how-to’ programmes.

Projects submitted must not promote, directly or indirectly, messages that are at odds with the policies of the European Union. For example, all grants for projects that may be contrary to the interests of public health (alcohol, tobacco, drugs), respect for human rights, people's security, freedom of expression, etc. are prohibited.

Projects promoting violence and/or racism and/or with a pornographic content, or institutional productions to promote a specific organisation or its activities, will not be considered.

5.1.2. Drama projects for cinema or television

The total duration of projects submitted (whether a one-off or a series) must be no less than 50 minutes.

5.1.3. Creative documentaries for cinema or television

Creative documentaries take a real-life subject as their starting point but require substantial original writing and set out an author's and/or director's point of view.

The creative aspect of the documentary must be explicitly demonstrated and described by the applicant company. The Agency will decide on the eligibility of the documentaries submitted on the basis of this information.

MEDIA support will not be granted for “making-of”, documentaries made to promote tourism, reports, animal reportages, news programmes and magazines or ‘docusoaps’.

The total duration of projects submitted must be no less than 25 minutes (duration per episode in case of series).

Slates including documentaries only are not eligible for Slate Funding 2. Only Slate Funding 1 is available for documentary Slates.

5.1.4. Animation projects for cinema or television

The total duration of projects submitted (whether one-off or series) must be no less than 24 minutes.

5.1.5. Multimedia concepts

The following may be submitted for a MEDIA - Development grant:

- concepts for animation series specifically designed for online distribution (excluding individual short films);
- edutainment programmes for children/teenagers, character-based adventure games for individual or multiple players, where interactivity and narrative elements are significant;
- new concepts for drama, games or formats for digital television, the Internet or mobile devices, where interactivity and narrative elements are significant;

MEDIA Support will not be granted for:

- reference works (encyclopaedias, atlases, catalogues, databases...),
- “how to” products (school programmes, manuals...),
- software tools and services,
- news content, magazines,
- projects intended to promote tourism
- multimedia art works

5.2. On the date of submission of the application, the applicant company must hold at least 50% of the rights to the slate of projects to be developed with the MEDIA support.

NB: the slate of projects must comprise the projects that, if selected and with the amount of the MEDIA funding, will be developed with the MEDIA support. These projects must number at least three.

For each project of the slate it wishes to develop with MEDIA support, the applicant company must demonstrate in the application (Form G) that it has, at the latest on the date of submission of the application, a contractual agreement with the author(s) permitting development of an audiovisual work based on the author's work.

This contractual agreement, duly dated and signed, must state the extent of the transfer of rights, the length and any remuneration. Where there are several rightsholders, the applicant company must, in any event, hold at least 50% of the rights to each project of the slate.

The contractual agreement may be subject to an option. In this case, it must make a direct reference to the applicant company and the author(s), be of an adequate duration to cover the whole development schedule and clearly set out the conditions for exercising the option. Where there are several rightsholders, the company must, in any event, have an option on at least 50% of the rights to the project submitted.

The contractual agreement with the author must cover at least the artistic material included in the application: elaboration of concepts or subjects, treatments, scripts. Contractual agreements relating to rights to ideas as well as non binding agreements of the authors are not accepted.

If the project is an adaptation of an existing work, the company must provide both of the following :

- the agreement covering the rights to adapt the original work (with the author or holder of the rights to the original work);
- the agreement covering the rights to the artistic material included in the application (elaboration of concepts or subjects, treatments, scripts).

Even if the author is also a producer or shareholder in the applicant company, a contractual agreement assigning the rights from the author to the company must be in place.

In the case where the author is employed by the applicant company, the copy of his/her employment contract establishing the assignment of rights can be provided to demonstrate the contractual agreement.

For multimedia projects, the proof of Intellectual Property Registration of the project can also be provided (where applicable).

The Agency will check that the projects identified by the applicant company for MEDIA funding meet the above conditions, based on the information provided in Form G 'Copyright' and the following documents:

- Annex G1 to the application: copies of the option agreements, duly dated and signed, including the conditions for exercising the option or the agreements for the transfer of rights, duly dated and signed, setting out the extent of the transfer, the length and any remuneration, including any co-development/co-production contracts and/or contracts relating to the right to adapt an existing work.

5.3. Ineligible projects

The projects described below are not eligible, even if they meet the conditions in 5.1 to 5.3. They cannot therefore be included in the slate.

- Projects for which the MEDIA support is lower than 10.000€ (20.000 € for the fiction projects).
- Projects which have already benefited from MEDIA - Development support.
- Projects which have already benefited from a European development support other than MEDIA.
- Projects for which production has started before the date of signature of the Agreement (see 8.2).

6. ESTABLISHING DEVELOPMENT BUDGET ESTIMATES AND CALCULATING THE COMMUNITY CONTRIBUTION

6.1. Detailed development budget estimates per project

Applicant companies must complete Form 4-III ‘Detailed development budget estimates’ for each project which will be developed, if selected, with the contribution from the MEDIA programme. NB: These projects must number at least three.

Only eligible costs may be included in the development budget estimates.

6.2. Eligible costs

6.2.1. Eligible costs

Only costs directly associated with developing the projects identified by the applicant company for MEDIA funding are eligible, i.e.

- acquisition of author rights;
- research;
- archive research;
- scriptwriting, including treatments, up to and including the final draft;
- storyboards;
- research and identification of key cast and crew;
- preparation of the provisional production budget;
- preparation of a financing plan;

- search and identification of industry partners, co-producers and financiers;
- preparation of the production schedule up to delivery;
- initial marketing and sales plans (target markets and buyers, foreseen releases, presentation at festivals and markets, etc.);
- for creative documentaries: the realisation of a video treatment;
- for animation projects: graphics research and production of a pilot;
- for multimedia projects: the creation of programme content (treatment), creation of basic audio and video graphic elements, software programming necessary to run the project, programming logic (flow-chart), production of the demo.

In order to be eligible under this call for proposals, costs must:

- be necessary for the implementation of the action/project, be included in the estimated budget attached to the agreement, necessary and reasonable for the completion of the action/project, and consistent with the principles of sound financial management, in particular in terms of value for money and cost-effectiveness;
- be incurred during the lifetime of the action/project as defined in the agreement;
- actually be incurred by the beneficiary, be recorded in the beneficiary's accounts in accordance with the applicable accounting principles, and be declared in accordance with the requirements of the applicable tax and social legislation;
- be identifiable and verifiable and be backed up by original supporting documents.

The beneficiary's internal accounting and auditing procedures must permit direct reconciliation of the costs and revenue declared in respect of the project with the corresponding accounting statements and supporting documents.

Eligible direct costs:

The eligible direct costs for the project are those costs which, with due regard for the conditions of eligibility set out above, are identifiable as specific costs directly linked to the performance of the action and which can therefore be booked to it directly. In particular, the following direct costs are eligible, provided that they satisfy the criteria set out in the previous paragraph:

- the cost of staff assigned to the project, comprising actual salaries plus social security charges and other statutory costs included in their remuneration, provided that this cost does not exceed the average rates corresponding to the usual remuneration policy of the beneficiary or, where applicable, its partners. NB: this cost must be actual cost incurred by the beneficiary, and staff cost of other organisations is eligible only if it is paid directly or reimbursed by the beneficiary;

- travel and subsistence allowances for staff taking part in the project (for meetings, European conferences, etc.), provided that they are in line with the usual practices of the beneficiary or, where applicable, its partners on travel costs or do not exceed the scales approved annually by the Commission;³
- costs of consumables and supplies, provided that they are identifiable and assigned to the project;
- costs entailed by other contracts awarded by the beneficiary or its partners for the purposes of carrying out the project, provided that the conditions laid down in Article II.9 of the agreement are met;
- costs arising directly from requirements linked to the performance of the project (dissemination of information, specific evaluation of the action/project, audits, translations, reproduction, etc.), including, where applicable, the costs of any financial services (especially the cost of financial guarantees).

6.2.2. Ineligible costs

The following costs are ineligible:

- the costs of training activities supported by MEDIA;
- production costs;
- return on capital;
- debts and services charges;
- interest owed;
- doubtful debts;
- exchange losses;
- VAT, unless the beneficiary can show that he is unable to recover it;
- costs declared by the beneficiary and covered by another action or work programme receiving a Community grant;
- excessive or reckless expenditure;
- contributions in kind;
- purchase of equipment (except depreciation of IT equipment relating to Multimedia projects – see 6.3.2.).

6.2.3. Period of eligible costs

In principle, the date from which costs can be accepted as eligible is the date on which the agreement between the Agency and the beneficiary company is signed.

Where the applicant company shows that the development project had to start before the agreement was signed, costs incurred after the date on which the application was submitted can be regarded as eligible.

³ Article 181(2) IR.

Costs linked to the reservation or acquisition of rights (Item 1 of the budget — Artistic rights), incurred up to 12 months before the date on which the application was submitted, may be considered eligible with retroactive effect.

The period of eligible costs ends on the date of entry into production of the projects or at the latest 24 months after the signature of the agreement with the Agency.

6.3. Establishment of the detailed development budget estimates per project

The detailed development budget estimate must be established using Form 4-III. The costs must be broken down according to the categories below.

Development budget estimates must be in euro and rounded to the nearest euro. For projects in non-EMU currencies, the rate used for the budget estimate must be the official exchange rate published in the Official Journal of the European Union on the first day of the month in which the project is submitted (see site <http://europa.eu.int/comm/budget/inforeuro/index.cfm>).

All costs higher than €10 000 must be broken down and explained in detail.

Where implementation of the project requires sub-contracting or the awarding of a procurement contract, the beneficiary and, where applicable, its partners must obtain competitive tenders from potential contractors and award the contract to the bid offering best value for money, observing the principles of transparency and equal treatment of potential contractors and taking care to avoid conflicts of interests.

NB: only eligible costs may be included in development budget estimates.

1. Artistic rights (including social security/fringes)

Only obligations generated during the development period are eligible.

Any payments associated with options or copyright or payments due to the director which depend on entry into pre-production, production and first day of principal photography should not be included.

2. Personnel costs (including social security/fringes)

Personnel costs must be calculated on the basis of the actual daily remuneration/fee paid to the employee/service provider, multiplied by the number of days worked on the project.

The use of the various eligible human resources must be justified in terms of their necessity to the project.

The various percentages applied to the usual charges paid by employers, such as social security contributions, must be stated.

Bonuses, incentive payments and profit-sharing schemes are not eligible.

The different types of staff engaged should be shown in detail in the budget.

3. Other costs

3.1. Transport and expenses:

Only travel directly associated with the development of the project in question and specific, clearly identifiable activities can be considered. With regard to air travel, only economy class fares are accepted. In the case of travel by car, the eligible amount is the cost of the equivalent first class rail ticket.

The following maximum subsistence allowances, per person and per day, are eligible:

Country	Maximum in €	Country	Maximum in €
BE Belgium	201	IS Iceland	245
DA Denmark	239	LI Liechtenstein	175
DE Germany	171	NO Norway	220
GR Greece	165	BG Bulgaria	275
ES Spain	195	CZ Czech Republic	230
FR France	169	EE Estonia	190
IE Ireland	220	CY Cyprus	160
IT Italy	174	LV Latvia	250
LU Luxembourg	188	LT Lithuania	250
NL Netherlands	210	HU Hungary	215
AT Austria	203	MT Malta	175
PT Portugal	193	PL Poland	270
FI Finland	233	RO Romania	230
SU Sweden	234	SI Slovenia	170
UK United Kingdom	235	SK Slovakia	175
		Switzerland	220

3.2. Technical equipment

The costs entered here must have a clearly identifiable link with the development activities of the project in question.

For multimedia projects, the depreciation of IT equipment (new or second-hand) which is indispensable to the implementation of the projects is eligible as long as it corresponds to the market rate and the equipment concerned is written down in accordance with the tax and accounting rules applicable to the applicant company. Only the proportion of depreciation corresponding to the duration of the project in question can be taken into account by the Agency, except where the nature and/or use of the item justifies otherwise. It is up to the applicant company to prove this, using Form 4-III 'Detailed development budget estimates'.

3.3. Miscellaneous

A flat rate of up to 7% for overheads (based on the total for Headings 1 to 3.3.5 of the development budget estimate) is allowed.

Total:

The total amount of the detailed development budget estimates (Form 5 'Summary development budget of the slate of projects') must be covered in full by the sources of finance indicated in Form 6.

6.4. Calculation of the Community contribution

The Community contribution is calculated using Form 4-III 'Detailed development budget estimates' and form 5 'Summary development budget of the slate of projects'.

- The funding from the MEDIA - Development programme may not in any event exceed 50% of the total detailed development budget estimates (Form 6).
- The applicant company must also ensure that the funding from the MEDIA programme does not exceed 50% of the detailed development budget for each project (Form 4-III). A derogation is possible for projects highlighting Europe's cultural diversity, in which case the MEDIA funding may be 60% of the development budget. However, it is up to the applicant to prove this, using Form 6. The Agency will decide on the basis of the arguments submitted.
- The minimum contribution from the MEDIA programme to a project is €10 000 (€20.000 for fiction projects).
- The maximum contribution to a project is €50 000 (in the case of Slate Funding 2 and for animation feature-length films for theatrical release, this maximum amount can exceptionally be raised to €80.000).
- Depending on the type of application submitted, you must request an amount between the minimum and maximum amounts given below:

Category	Minimum amounts of support	Other amounts of support	Other amounts of support	Maximum amounts of support
Slate funding 1	€0 000	€70 000	€80 000	€90 000
Slate funding 2	€100 000	€110 000	€125 000	€150 000

6.5. Sources of finance

Acceptance of an application by the Agency does not constitute an undertaking to award a financial contribution equal to the amount requested by the beneficiary. The awarding of a grant does not establish an entitlement for subsequent years.

Community grants are incentives to carry out projects which would not be feasible without the Agency's financial support, and are based on the principle of co-financing. They complement the applicant's own financial contribution and/or national, regional or private assistance that has been obtained elsewhere.

The development budget estimate must be balanced in respect of revenue and expenditure. You must therefore state in Form 6 how you intend to finance the development budget summary submitted on Form 5. The grant of a Community contribution cannot have as its aim or effect to create a profit for the beneficiary.

You must state your other sources of funding, in addition to the Community grant requested, and whether this funding has already been obtained or is being considered. If you state that the funding has been confirmed, you must enclose the contract or confirmation letter from the funding provider (Annex to Form 6). If the funding has not yet been confirmed but you have received letters expressing interest, you can also enclose them (Annex to Form 6). In any event, if you are selected and whatever the outcome of the requests for funding made to third parties, you undertake, by signing Form B, the 'Declaration on the applicant's honour', to match the full amount of the Community funding.

With regard to the summary table of sources of finance:

- Financial contributions from public or private funds such as advances repayable from revenues, loans and subsidies. This funding may be national, regional or local.
- Support funds or automatic support, generated by the applicant company's previous work, should be mentioned in line 1.4 'Others'.
- The following items must not be included in the 'Producer's investment' (4.):
 - overheads;
 - commercial loans/inputs;
 - profit-sharing;
 - contributions in kind.

NB: Other sources of Community funding for the development of the same project (e.g. funding obtained under the MEDEA programme) must not be included in your financing plan. In fact, the Community rules state that no project may benefit from two sources of Community funding. You undertake on your honour to respect this rule by signing Form B.

7. HOW ARE APPLICATIONS SELECTED?

The applications received by the Agency are assessed on the basis of three types of criteria:

7.1. Eligibility criteria

7.1.1. Is the application file complete?

The Agency will check that ALL the following elements have been respected in the application:

Presentation of the application	Use of the forms for call for proposals 16/06 . A4 pages, printed on one side only and numbered.
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	<p>One unbound copy of forms and annexes A to H and 3 copies (1 unbound and 2 bound) of forms and annexes 1 to 7; 1 CD-ROM containing forms and annexes 1 to 7.</p> <p>No handwriting.</p> <p>All the signatures required.</p> <p>All the required forms and annexes are present.</p> <p>Use of one of the 23 official languages.</p>
Respect for the start and end dates of the call for proposals	<p>Application sent after the 28 December 2006 and no later than 16 April 2007.</p> <p>Just one application for the 2007 budget (the first one received in the case of multiple applications) will be considered by the Agency.</p>
Complete applicant file	<p>All the application forms are present and complete and the obligatory annexes attached, <i>in particular</i>:</p> <ul style="list-style-type: none"> - balance sheet and profit and loss accounts for the last two financial years - CVs of company members - signed declaration on the applicant's honour - proof of experience giving access to MEDIA - copyrights to the slate of projects - extract from the company's registration - memorandum of association.

The Agency will not be sending any requests for additional documentation. If just one of the above elements is missing or cannot meet the criteria, the applicant company will be notified by mail that its application is ineligible and therefore has been rejected. The company may resubmit it under another call for proposals if substantial changes have been made which remove the reasons for the rejection. The applicant company must explain the changes made in the form provided to this effect.

7.1.2. Does the slate submitted and the projects within it meet the programme access criteria ?

The Agency will check that the slate of projects meet ALL the criteria below (see 4):

<p>Slate Funding 1 : the slate comprises 3 to 6 projects.</p> <p>Slate Funding 2 : the slate comprises 3 to 10 projects.</p>
The applicant company submit a slate of at least three projects which will be developed with the MEDIA support.
The projects making up the slate must belong to one of the following categories: drama, creative documentary, animation or multimedia.
The projects making up the slate must meet the minimum duration criteria.
At the moment of submission of the application, the applicant company holds at least 50% of the rights or an option with the author(s) to the slate of projects to be developed with the MEDIA support.

<p>The projects making up the Slate must not come under one of the exclusion criteria in 5.3.</p>

If, when the Agency examines an application for Slate Funding 2, it turns out that the eligibility criteria specific to this category are not met, the application will be automatically considered for Slate Funding 1, as long as it meets the conditions for the latter.

If a slate comprises fewer than three projects meeting all the above criteria, the application will be rejected. The company may resubmit it under another call for proposals if substantial changes have been made which remove the reasons for the rejection. The applicant company must explain the changes made in the form provided to this effect.

7.1.3. *Are the budgets submitted really development budgets?*

If the Agency takes the view that the detailed development budgets estimate (form 4-III) contain costs other than development costs, the project(s) concerned will not be considered in the evaluation of the application. If, as a consequence, the slate then comprises fewer than three projects, the application will be considered ineligible and will be eliminated from the selection procedure. The company may resubmit under another call for proposals if substantial changes have been made which remove the reasons for the elimination. The applicant company must explain the changes made in the form provided to this effect.

7.2. Exclusion criteria

	Does the company come under one of the exclusion criteria in 3.6? (Form B 'Declaration on the applicant's honour')
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7.3. Selection criteria – is the company able to successfully implement the proposed development plan?

The Agency will also evaluate if the applicant company is able, both technically and financially, to successfully implement the proposed development plan.

Is the company able to successfully technically implement the proposed development plan?	Is it an independent European company whose main activity is audiovisual and/or multimedia production and has it been registered for at least 3 years? See 3.1. and 3.2.
	What are the skills and professional qualifications of the members of the company? This evaluation is based on the CVs provided with the application and on Form 1 'Information concerning the applicant company'.

	Can the company demonstrate that it has produced and distributed at least one (Slate Funding 1) or two (Slate Funding 2) previous works? See 3.3. What is its general experience? This evaluation is based on Form F 'Experience of the applicant company'.
Does the company have the financial resources to successfully implement the slate of projects?	Does the applicant company have the financial capacity to carry out the slate of projects? (Form E 'Financial status of the applicant company')

If the Agency takes the view that the applicant company is not able to properly implement the development plan, either technically or financially, the application will be rejected. The company may resubmit under another call for proposals if substantial changes have been made which remove the reasons for the elimination. The applicant company must explain the changes made in the form provided to this effect.

7.4. Award criteria - quality of the development plan and the proposed projects

Only applications considered eligible and fulfilling the selection criteria (see 7.1 and 7.2) will have the award criteria evaluated. The evaluation of the award criteria, unlike the eligibility and selection checks, involves awarding marks which are used as a basis for ranking applications by merit. All the award criteria have an identical weight in the evaluation process.

The applications are evaluated in terms of the award criteria with the help of independent experts. This evaluation serves as an opinion for the Agency, which is the sole body authorised to decide on the award of funding.

On the basis of the recommendations of the independent experts, the Agency therefore establishes a list of applications, ranked according to merit, and the Commission awards funding to the best applications until the overall budget available is exhausted.

The Agency selects the experts on the basis of their independence, professional experience and quality. Their identity may not be communicated to applicants, for reasons of confidentiality and impartiality.

7.4.1. Quality and originality of the projects

The quality and originality of the projects chosen by the applicant company for MEDIA funding are assessed. These projects are described in detail in Form 4. The documents enclosed in Annexes (treatments, scripts, visual documents, declarations of intent, etc.) are also assessed.

- In the case of drama projects, creative documentaries and animation projects, this criterion includes, in particular, an examination of the subject, the narrative structure and the visual approach.

In the case of drama projects, the characters and dialogues are also examined; in the case of a creative documentary, its degree of creativity; for animation projects, the characters, graphics and dialogues are examined in particular.

- For multimedia concepts, the visual, audio and graphic components, the level of interactivity, the technology, the studio work and the preliminary version of the flow chart are examined in particular.

7.4.2. Quality of the development strategy

Including, in particular, an examination of the following aspects:

- the description and timetable of development activities envisaged in the development plan and for each project chosen for MEDIA funding;
- the feasibility of the development plan with regard to the simultaneous development of several projects;
- the co-development strategy;
- the co-financing strategy;
- the development budget estimates of the projects chosen for MEDIA funding and the financing plans.

Forms 3 ‘Three-year development plan’, 4-II ‘Development, funding and distribution strategies for the projects’, 4-IIIJ ‘Detailed development budget estimates’ and 4-IV ‘Sources of finance’ and corresponding Annexes will serve as the bases for evaluating this criterion.

7.4.3. Quality of the financing strategy and the production potential

Including, in particular, an examination of the following aspects:

- the draft production financing plan, the status of co-funding (planned or confirmed) for each of the projects put forward;
- an indication of possible co-production interest or agreements.

Form 4 as well as the supporting documents provided (contracts, letters of interest, etc.) will be taken into account to evaluate this criterion.

7.4.4. European and international potential and quality of the marketing and distribution strategies

Including, in particular, an examination of the following aspects for each of the projects proposed:

- the transnational potential and sales potential (national and international);
- the reasons for the choice of country (or countries) for co-production and/or distribution;

- the suitability of the chosen format (genre, duration, shooting format) for the intended market and audience;
- an indication of possible distribution interest or agreements.

Form 4 as well as the supporting documents provided in the Annexes (contracts, letters of interest, etc.) will be taken into account to evaluate this criterion.

7.3.5. Results of the previous MEDIA supports granted to the applicant company

This criterion will be evaluated solely in the case of companies which have already been granted MEDIA support, on the basis of Form F “Experience of the applicant company”.

Results in terms of projects having entered into production and reinvestment on the one hand and compliance with the contractual obligations on the other hand will be taken into account.

7.3.6. Others

Particular attention will be paid to applications from countries or regions with a low production capacity and/or a limited language or geographic area, as well as those submitted by small and medium-sized enterprises (SMEs).

8. AT THE END OF THE SELECTION PROCEDURES

8.1. Notification of the results to applicants

The list of companies, ranked according to merit, which may benefit from a MEDIA grant, depending on the budget available, is prepared by the Agency services and adopted by a Commission decision.

Once the decision has been adopted, applicant companies are informed of the outcome of their application. No information, not even off-the-record, can be provided by the Agency services before adoption of the decision by the Commission. If a project is rejected, the Agency will inform the unsuccessful applicant of the reasons.

NB: Applications (including any accompanying cassettes, CD-ROMs, drawings, etc.) will not be returned to the applicants at the end of the selection period.

8.2. Conclusion of an Agreement between the Agency and beneficiary companies in the event of selection

Selection of a company does not oblige the Agency to grant the amount requested. Under no circumstances will the amount granted exceed the amount requested. Moreover, the Agency may decide, based on the recommendations of the experts, to reject the application for Slate Funding but to select a project from the slate for individual funding.

Where a proposal is selected, an Agreement, establishing the total amount of the MEDIA grant, will be concluded between the Agency and the beneficiary company.

The agreement is available on :

http://ec.europa.eu/comm/avpolicy/media/index_en.html.

Unless the beneficiary provides reasons to the contrary, the name and address of the beneficiary, the subject of the financial support, the amount awarded and the rate of funding will be published on the MEDIA website as soon as the decision referred to in 8.1 has been adopted by the Agency. Beneficiaries must clearly acknowledge the European Union's contribution in all publications or in conjunction with activities for which the grant is used. Furthermore, beneficiaries are required to give prominence to the name and logo of the MEDIA Programme on all their publications, posters, programmes and other products realised under the co-financed project. If this requirement is not fully complied with, the beneficiary's grant may be reduced.

8.3. Payments

The beneficiary company must have a bank account denominated in EURO on which the MEDIA contribution will be paid by the Agency in the following manner:

- 50% within 45 days of signature of the Agreement between the beneficiary and the Agency (1st pre-financing instalment);
- 30% (2nd pre-financing instalment) when the company can demonstrate to have spent at least 70% of the first pre-financing instalment;
- balance subject to the submission and approbation by the Agency of a certified final development expenditure account (no later than 26 months after signature of the agreement).

If the Agency takes the view that there is a financial risk, it may make payment of all or part of the Community contribution subject to the provision of a bank guarantee or decide to grant the support without pre-financing and interim payment.

The purpose of this guarantee is to make a bank or a financial institution, third party or the other beneficiaries stand as irrevocable collateral security for, or first-call guarantor of, the grant beneficiary's obligations. This financial guarantee, in euro, shall be provided by an approved bank or financial institution established in one of the Member State of the European Union. The guarantee may be replaced by a joint and several guarantee by a third party or by a joint guarantee of the beneficiaries of a project who are parties to the same grant agreement. The guarantee shall be released as the pre-financing is gradually cleared against interim payments or payments of balances to the beneficiary, in accordance with the conditions laid down in the grant agreement.

9. RULES APPLICABLE

- Council Regulation (EC, Euratom) No 1605/2002 of 25 June 2002 on the Financial Regulation applicable to the general budget of the European Communities
- Commission Regulation (EC, Euratom) No 2342/2002 of 23 December 2002 (rules for the implementation of the Council Regulation)
- Commission Regulation 1261/2005 of 20 July 2005 modifying the regulation 2342/2002 of 23 December 2002 and amended by the Commission Regulation 1248/2006 of 7 August 2006 on the Financial Regulation applicable to the general budget of the European Communities
- Decision n° 1718/2006/EC of the European Parliament and of the Council of 15 November 2006 concerning the implementation of a programme of support for the European audiovisual sector (MEDIA 2007)

10. CONTACTS: THE MEDIA DESKS AND ANTENNAE

There are MEDIA Desks and Antennae in all the participating States. They are the closest bodies to you and are the best placed to provide you with appropriate information and advice. You will find a complete list of MEDIA Desks and Antennae in Annex 1.

Annex 1: list of MEDIA Desks and MEDIA Antennae

<p>BELGIË/BELGIQUE/BELGIEN (BE)</p> <p><i>Vlaamse Gemeenschap:</i> MEDIA Desk België Vlaamse Gemeenschap Bijlokekaai 7 F B-9000 Gent Tel. (32-9) 235 22 65 Fax (32-9) 235 22 66 E-mail: Info@mediadesk-vlaanderen.be Internet: http://www.mediadesk-vlaanderen.be Nathalie Goethals</p> <p><i>Communauté française:</i> MEDIA Desk Belgique Communauté française de Belgique 44, bd Léopold II B-1080 Bruxelles Tel. (32-2) 413 22 45 Fax (32-2) 413 20 68 E-mail: mediadesk.belgique@cfwb.be Internet: http://www.cfwb.be/mediadesk Thierry Leclercq</p>	<p>FRANCE (F) MEDIA Desk France 24, rue Hamelin F-75116 Paris Tel. (33-1) 47 27 12 77 Fax (33-1) 47 27 04 15 E-mail: mediadesk@wanadoo.fr Internet: http://www.mediadesk.com.fr Françoise Maupin</p> <p>MEDIA Antenne Strasbourg 1, parc de l'Etoile F-67076 Strasbourg Tel. (33-3) 88 60 95 89 Fax (33-3) 88 60 98 57 E-mail: media@cus-strasbourg.net Internet: http://www.strasbourg-film.com Olivier Trusson</p>	<p>NEDERLAND (NL) MEDIA Desk Nederland Jan Luykenstraat 2 NL-1071 CM Amsterdam Nederland Tel. (31-20) 305 30 40 Fax (31-20) 675 28 78 E-mail: info@mediadesk.nl Internet: http://www.mediadesk.nl Dominique van Ratingen</p>
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