

# Guide – applying for Nordvision funding

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The application process for Nordvision funds takes place on [nordvision.org](http://nordvision.org). Check the website for information on current application rounds and deadlines.

Before filling out the form, please read this short guide to avoid problems during the application process. For questions about and help with the application process, please contact Henrik Hartmann ([hrh@dr.dk](mailto:hrh@dr.dk), +45 24 24 83 05) or Øystein Espeseth-Andresen ([oyes@dr.dk](mailto:oyes@dr.dk), +45 28 54 40 05) at the Nordvision Secretariat.

## Tracking your application

After you've submitted your application form, you can find all the information about your application and check the status of your application under Nordvisionsfonden on [nordvision.org](http://nordvision.org).

Your project will be marked as **submitted** when you've filled out and submitted the application form. The project will be marked as **completed**, when the co-producers have confirmed their commitment to the project, and finally **approved**, if the Nordvision Fund committee grants the application.

You should note that the approved sum can differ from the sum that was applied.

If the Nordvision Fund committee decides to put your project on hold until the next application round, its status will remain as completed until the next application round will take place. Then it will automatically be entered for that application process. If the Nordvision Fund committee denies support for your project, it will be deleted from the database.

## How to apply for funding

### Before you apply for Nordvision funds

...you need to work for one of the Nordvision partnership companies (DR, NRK, RUV, SVT, Yle, UR, SR, KNR or KVF).

... you need to have one (or more) co-production partner(s) willing to contribute in total to at least 10% of the amount you're applying for. The percentage is 2% for the contributions from Svenska Yle and RUV and 1% from KNR and KVF. Usually, projects are discussed and partners found during the program group meetings held every spring and autumn. If you do not belong to a program group and are looking for partners for your project, please feel free to contact the Nordvision secretariat for advice on who to talk to.

... you need to have secured your own part of the financial plan. You can apply for maximum 50% of the production costs that would occur to your company, unless Nordvision funding would be granted.

... your national commissioning editor needs to be committed to the project and be informed that you are applying for funds.

**Please note:** The application form will only contain a brief description of your project, so make sure that your company's contact in the Nordvision Fund committee have all the necessary information on your project, so he or she can process the application properly. All companies have different routines for prioritizing their projects, if you're unsure on how your company is handling Nordvision Fund applications, please speak to the contact in your company.

### **When applying for Nordvision funds**

...you need to be a registered user on [nordvision.org](http://nordvision.org) and logged in.

...in the form you will need to name your commissioning editor and your co-production partner(s) on person level. Make sure that they also are registered as users on the site.

...you need to submit a few key details of your project and a brief description of its' scope. There will not be a possibility to enclose additional material to the application. Many fields in the application form also have a help text. If you have further questions, contact Nordvision Secretariat.

...you will need a financial plan stating all contributions to the project, including your own, as well as the sum you apply for from the fund. If the ratios of the applied sum/contributions are not correct, the form will not be submitted. You will also need to state other parties contributing to the project and state whether their contributions are confirmed or unconfirmed.

...you will need to choose from four different application types:

#### **Production support**

It is the most common type of application. You can apply for max 50% of the amount your own company contributes with, excluding any potential funding from the Fund. In addition, you'll need one or more Nordvision partner(s) that contributes to at least 10% of the applied amount (2% from RUV and Svenska Yle, 1% from KNR and KVF).

If your company, as the main producer, contributes 500 000 to the project, before any money from the fund, the applied sum can be a maximum of 250 000, and there has to be at least one co-producer partner contributing 25 000 to the project or several co-producers contributing in total with 25 000 (5 000 if the coproducer is RUV or Svenska Yle and 2 500 if the co-producer is KNR pr KVF – a combination of these is also possible and a common solution).

#### **Development support**

This is for projects in their early stages, before commissioning. Relevance to the commissioning editors' has to be stated in the application though, along with Nordvision partners participating with a "substantial amount" (at least 1 000 euro; 200 euro from RUV, Svenska Yle, KNR and KVF). Please note that all

applications for development support need to be applied in EUR. For more information on how the development funds are prioritized, contact the Nordvision Secretariat.

### **Production support, real co-productions**

If two or more partners participate on equal terms, with substantial financial or in-kind contributions, all partners can apply as main producers, meaning that they can apply for maximum 50% of the amount that their own company contributes with, before any money from the fund counted-in.

### **Production support, co-production partner**

If the co-producer's contribution is at least 500 000 kr (50 000 EUR) the co-producer can also be supported by the Nordvision Fund and apply the entire amount from the Fund.

### **When your application is submitted**

...a copy of your application will be forwarded by email to your commissioning editor for information, which will state that project is commissioned by them.

...a copy of your application will be forwarded by e-mail to the co-producer(s) contributing to the project. They will be asked to log on to the site and confirm their commitment. **NB! This step is essential for the process to proceed. The application will not be completed until a Letter of Commitment is given. Therefore you should check that your co-producer(s) fulfils their commitment for the project so it can proceed to the Nordvision Fund committee.**

... a copy of the application will be forwarded by e-mail to you as a receipt of your own submission. The responsibility to submit and provide all information (including the co-producers letter of commitment) lies solely on the applicant/main producer.

...you won't be able to change the details of the project once it's submitted, so take care that you submit the correct information. Please note that all sums in the financial plan are stated in the currency of the main producer. The co-producers should therefore be informed of the correct sum and currency of their contribution to avoid confusion in the application process.

### **After your application is completed with co-producers commitment**

Every company will prioritize the applications according to their national routines. The grants are discussed and finally decided upon at the Nordvision Fund committee meeting, approximately a month after the application deadline.

### **Information about the decisions**

You will receive information about your application approximately a month after the application deadline, after the meeting of the board of the Fund, via an automated e-mail from [nordvision.org](http://nordvision.org).

## Questions?

Nordvision Secretariat

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