

MIAMI BEACH FILM INCENTIVES GUIDELINES

I. **GENERAL DETAILS OF THE PROGRAM: YEAR 1 | FY18**

1. Grants will be paid as follows:
 - a. Upon the grant being awarded, 50% of the grant will be paid after submission of the approved budget.
 - b. The remaining 50% of the grant will be paid after applicants submit an approved final report with all associated documentation and financial statements.
2. Each year, the City will distribute nine (9) grants in the amount of \$10,000 each; and allocate the remaining \$10,000 in the incentive fund to be distributed in support of local talent.
3. All financial incentives are subject to funding availability.

II. **ELIGIBILITY**

In order to be eligible to receive a Miami Beach film incentive grant, an applicant must meet and provide the following requirements:

- a. Must have a minimum spend of \$25,000 in the City of Miami Beach.
- b. A minimum of three (3) full production days must occur within the City of Miami Beach.
- c. The project's primary hotel accommodations must be within the City of Miami Beach.
- d. Production must provide the City of Miami Beach permission to use the name, logo and/or movie poster in all City of Miami Beach marketing and PR efforts.
- e. Promote the City of Miami Beach by including (as applicable):
 - a. Thank the City of Miami Beach in the production end credits.
 - b. List Miami Beach as a location in the production's page of the Internet Movie Database (IMDb)
 - c. The City of Miami Beach welcomes any requests to cross promote projects in the City's social media platforms and marketing campaigns; including promoting movie openings, movie posters, still photographs and trailers or any other positive content.
 - d. If awarded, the film incentive may be used for the production of these eligible projects:

Eligible Projects:

- Feature Films
- Short Films
- Documentaries
- TV Pilots/TV Series/ TV Miniseries
- TV Shows (scripted)
- Commercials
- TV Movies
- Music Videos
- Web Series

Ineligible Projects:

- News or Current Events Programming
- Talk Shows
- Sports or Sports Programming
- Gala Presentations or Awards Shows
- Infomercials/Promotional Content

- Political Ads/Material
- Obscene/Inflammatory Material
- Reality Shows

III. APPLICATION SUBMISSION GUIDELINES

Miami Beach film incentive grant applications will be reviewed by the Production Industry Council (PIC) on a quarterly basis.

To apply for the Miami Beach Film Incentive, productions must complete the online application, and submit with the following items no earlier than 120 days prior to the first day of principal photography and no later than the 1st day of principal photography. Only complete applications with all relevant attachments will be reviewed by the PIC.

Each application must include the following:

1. Project description including synopsis of plot.
2. Itemized project budget to include:
 - a. Local Spend: all planned expenditures in Miami Beach, including but not limited to location rentals, hotel accommodations, residential film use, and City services such as Police, Fire, and Parking. This budget must be no less than \$25,000.
3. Proposed Miami Beach locations and production schedule, with proposed number of days in Miami Beach. The total number of production days in Miami Beach must be no less than three (3) full days. Resumes for key artistic and production personnel as available.
4. Confirmed production start date and estimated date of project completion.
5. Production office contact information.

IV. QUALIFYING MIAMI BEACH EXPENDITURES

Qualifying expenditures to be included in the itemized budget as above include:

- Lodging/Accommodations
- Building Rentals
- Food/Restaurant expenses
- Equipment Rental/Purchase
- Material Rental/Purchase
- Locations and Studio Rentals
- Transportation
- Contracted Services
- Vehicle Rentals
- Good and Services

V. PRODUCTION

The City of Miami Beach Film and Print Office may periodically review production activity including, but not limited to, in-city spending, shooting locations and number of Miami Beach and Florida residents hired. The office may request documentation for all of the above. In addition, the production must provide the office with a production point-of-contact for any media requests.

VI. FINAL DELIVERABLES

An approved award will only be paid at completion of the project and subject to the applicant's compliance with the terms of the agreement. The project must submit the following deliverables in an orderly report to the Miami Beach Film and Print Office within 60 days of the project's completion.

- An accounts payable spreadsheet, sorted alphabetically by vendor, in-city transactions denoted, and copies of all

checks, invoices and receipts for each vendor included.

- Copies of both the complete crew list and cast list that includes both Florida resident and non-resident employees.
- Final contact sheet for the production. Key phone numbers/contact info can be redacted.
- Evidence that the project has achieved the agreed production days in Miami Beach with a copy of the shooting schedule.
- A copy of the production's poster and any marketing materials (rack cards, fliers, etc.), if applicable.
- Miami Beach is listed as a location on the production's page of the Internet Movie Database (IMDb).
- A signed and written confirmation that all of the requirements have been met and that the project is complete.

VII. REIMBURSEMENT

Following the project's submission of all previously mentioned deliverables, the Miami Beach Film and Print Office will review all documentation and ensure the submitted materials match all guidelines and regulations. Once the project has been verified, reimbursement will be provided within 90 days of the submission date.