

Application for provision of an endowment grant Call No. 2026/1

Prague Audiovisual Fund

(The English version is **for informative purposes only** – the application must be submitted in the Czech language.)

Name of project		
Applicant		
Total project budget		
Expenditure in the Czech Republic		
Expenditure in Prague		
Requested level (amount) of endowment grant		

Applicant

Company name	
Company ID number	
Registered office	
Postal address	
Contact person Name and surname Telephone number E-mail address	
Bank account number	

The applicant is

(mark with X, choose only one option)

a corporate entity which has been contractually commissioned by a producer with registered office outside the Czech Republic to submit an application for provision of an endowment grant	
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a corporate entity which is the co-producer of the project which the grant is being applied for, where at least one of the co-producers of this project has a registered office outside the territory of the Czech Republic	
a corporate entity that is the producer of the project for which funding is requested and has its registered office or place of business in the Czech Republic	

Basic information about the project

Type of project (film, series, documentary/live action/animated)	
Name of audiovisual project in Czech	
Original name of audiovisual project	
Name of audiovisual project in English	
Director	
Genre	
Length in minutes (number of episodes and runtime of one episode in the case of a series)	
Filming locations (in Czech Republic and abroad)	
Total number of filming days / Filming days in Czech Republic	
Production schedule (for the entire audiovisual work) Development (from - to) Prep (from - to) Principal photography - First filming day - Last filming day Post-production (from - to) Planned release	
Production schedule in the Czech Republic Prep (from - to) First filming day Last filming day	
Date of completion of grant project and submission of final project report (see art. V, point 5, of the Conditions for provision of endowment grants)	

Filming in Prague

Number of filming days in Prague	
List of Prague motifs (not a list of specific locations, but rather types of locations – cafes, busy streets, housing estates, etc.)	
Specific filming locations in Prague (if known)	
Production schedule for Prague Prep (from – to) First filming day Last filming day	
Presentation of Prague in the project (Describe the way in which Prague is depicted in the given genre, what role it plays in the plot of the project, whether there is any overlap with famous people, works of art etc.)	
To what extent is Prague shown/depicted in the audiovisual work? (approximate percentage ratio of footage showing Prague to the total footage of the work; in the case of a series, ratio to the total footage of the series)	
In the case of a TV series, state how many of the total number of episodes will be filmed in Prague and in which scope (whole episode/episodes, part of an episode etc.)	

Crew

Producers	
Scriptwriter	
DOP	
Production designer	
Composer of original music	
Costume designer	

Cast	
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Co-production

Name of co-producer, country, % share	
Name of co-producer, country, % share	
Name of co-producer, country, % share	
Name of co-producer, country, % share	

In the event of more co-producers, please add rows

Sources of project financing

The sum of all amounts, including the required PAVF endowment contribution, must correspond to the total project budget.

Name of source	Amount

In the event of more sources, please add rows.

Green filming

Describe the principles of sustainability in your project and green filming according to the APA methodology (<https://greenfilming.cz/jak>).

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Distribution strategy

Distribution agreements: How is project **distribution guaranteed abroad**. State and attach the respective documents (copies).

Scope of distribution: Specify the distribution markets outside of the Czech Republic, dates and forms of project distribution, e.g. cinema, TV, other media, internet.

Marketing strategy

Describe the **marketing and communication strategy** for distribution of the project inside and outside the Czech Republic, target audiences, forms and means, scope of marketing.

Marketing performance in relation to presentation and promotion of the City of Prague

Description of commitment	State whether it is possible to meet this commitment (yes/no), and where applicable, add further information.
Inclusion of the logo of the City of Prague and the Endowment Fund in the end credits	Obligation arising from the contract on provision of an endowment grant
Inclusion of the logo and/or the name of the Endowment Fund in the opening credits	
Inclusion of the logo and/or the name of the Endowment Fund in the trailer/teaser	
Provision of at least ten still photographs from the production, taken at locations corresponding to the filming locations specified in the application for the Foundation grant, in print resolution for the purposes of promoting and marketing the City of Prague. The specific filming location and the copyright notice (or, where applicable, the photographer's name) must be stated in the file name of each photograph. At least five of the photographs must feature a recognisable Prague landmark or motif.	
Ongoing communication with the Foundation's representative regarding all activities and events related to the project prior to its premiere, particularly festival participation. In the event of an official delegation being organised before or after a presentation or screening of the work or part thereof, with the participation of entities that have provided financial support for the production of the work, the beneficiary shall invite a representative of the Foundation to attend each such event.	
Provision of at least 10 photographs from the work (still photos) in print quality resolution for the purposes of promotion and marketing of the City of Prague	
Provision of audiovisual material (footage) from the work or from the making of	
Provision of an electronic press kit, if one is produced	

Participation of a representative of the Endowment Fund in a press day organized during filming in Prague and the opportunity to attend the press day for journalists invited by the Endowment Fund.	
Provision of 7 tickets for the premiere event of the work in the Czech Republic and provision of at least 5 photos (and if available, also video) from the premiere event and similar events.	
Invitation to attend the press conference and other events being held to promote the film/series.	
Cooperation in obtaining licences for AV material from the work for the purpose of its use in a promotional advert/spot for the Endowment Fund, or in an advert/spot for the purposes of promotion of the City of Prague (Such licencing shall not be included in the contract on provision of an endowment grant.)	
Publication of at least one social media post thanking the Prague Audiovisual Foundation (PAVF) and the City of Prague for providing the grant on the production's and/or project's social media accounts (Facebook, Instagram). The post will include photographs from the audiovisual work.	
State any other proposed commitments:	

Application and attachments

Mark the attachments according to the numbers below (example: 1_application_the name of project)

1. Application
2. Synopsis
3. Screenplay (in the case of a documentary project, a detailed description of the theme and structure of the film/series, including a selection of characters and their ideological attitudes, filming locations and evidential value for the documentary etc.)
4. Creative designs if this is an animated project
5. Audiovisual material, if available – finished work, rough cut, clips etc.

6. A service contract(s) with a foreign producer or a co-production contract(s) with a foreign co-producer/foreign co-producer in the case when the applicant is a co-producer of the project. If the applicant does not have a signed co-production contract(s), they can present a written agreement for a future co-production contract or a written pre-agreement containing information on the content of a future co-production contract (the “deal memo”). (The content of the co-production contract(s) or the deal must include at least the name of the cinematographic work, clearly-defined total production costs, the manner in which the parties will participate in the financing of such costs, and the rights to use the cinematographic work and/or the proceeds obtained by it.)
7. Service agreement (copy) if the applicant is not the co-producer or producer of the work
8. Authorization to submit the application if the applicant is not the co-producer of the work and has been contractually commissioned by a producer with registered office outside of the Czech Republic to submit an application for an endowment grant (copy)
9. Affidavit by the applicant regarding public support (de minimis)
10. Documents on provision of distribution of the project outside of the Czech Republic (copy/copies)
11. Document proving the start of filming – if filming commenced before submission of the application.
“Start of filming” shall be understood to mean principal photography for the film or series/series episode. Preliminary filming, tests, filming of trailers or teasers, filming for the purposes of casting or scouting, etc. shall not be considered “start of filming” for these purposes.
If filming will not begin until after submission of the application, the applicant is obliged to supplement their application without delay after submission to include a document proving the start of filming.

By signing this application, the Applicant confirms the accuracy and truthfulness of the details specified in this application and in all of its attachments and is aware of the consequences of the possible falsehood of the details specified herein.

By signing this application, the Applicant gives their consent to processing of personal data and handling of the information specified in this application in relation to processing and evaluation of the application, the regular activity of the Endowment Fund, provision of information about its activity and for performance of checks. The applicant declares that it has all required consent of third parties entitling it to provide such consent.

Name and surname of signatory
Date and place of signature
Signature