



## Yukon Location Incentive Program Framework

### Purpose

The purpose of the program is to encourage production companies from outside Yukon to film in Yukon and hire and train Yukoners. There are three components to this incentive program:

- a) Travel Rebate
- b) Yukon Spend Rebate
- c) Training Program.

### Objectives

- To attract productions to shoot on location in Yukon;
- To support the training and development of the local Yukon film industry.

### Eligible Applicants

Production companies filming in Yukon and using Yukon labour.

Recipients under this program are not eligible to apply under the Yukon Film Development Fund or the Yukon Film Production Fund.

### Eligible Projects & Activities

Travel Rebate – only available to productions companies from outside Yukon.

Yukon Spend Rebate – productions supported by a broadcast license or distribution arrangement and shooting on location in Yukon using Yukon labour.

Training Program – production companies shooting on location in Yukon who undertake pre-approved training of Yukon labour.

## **Outcomes**

- An increase in the number of films shot in Yukon.
- Development of skills in the Yukon film industry.

## **Funding / Contribution Levels**

The Production Company must apply for pre-approval based on anticipated production arrangements.

### Travel Rebate

Where the production company is from outside the Yukon; and where Yukon labour content equals or exceeds 15% of the total person days on the Yukon portion of the production, the production is eligible for a travel rebate of up to 50% of travel costs from Vancouver or Edmonton or Calgary to Whitehorse:

- To a maximum of the equivalent of \$2,000 per day of principle photography in the Yukon;
  - less 10% of the eligible Rebate Claim per non-Yukon crew member where, in the sole discretion of Yukon Media Development, a qualified Yukon crew member could have been hired instead;
  - less 10% of the eligible Rebate Claim per non-Yukon production-related service brought in where, in the sole discretion of Yukon Media Development, a qualified and competitive Yukon service could have been purchased instead;
- Commercial and documentary productions, supported by a broadcast license, are eligible for a maximum Travel Rebate under this fund of \$10,000 or 10% of all Yukon expenditures, whichever is the lesser.
- Television program, television movie, and feature film productions are eligible for a maximum Travel Rebate of \$15,000 or 15% of Yukon expenditures not assisted under any other portion of the Yukon Film Incentive Programs, whichever is the lesser.

- Travel costs for any non-Yukon crew member where, in the sole discretion of Yukon Media Development, a qualified Yukon crew member could have been hired instead, will not be considered for the Travel Rebate

#### Yukon Spend Rebate

Where the production company has either a broadcast or distribution arrangement with an internationally recognized entity, and where eligible Yukon labour content equals or exceeds 50% of the total person days on the Yukon portion of the production, the production is eligible for a rebate of up to 25% of Yukon below-the-line spend.

- Productions accessing the Yukon Spend Rebate are not eligible for the Travel Rebate.

#### Training Program

- The production company may apply for a rebate of up to 25% of a trainer's wages for the period during which they are actively transferring skills to a Yukon trainee. This must be at a rate no more than that of the position next more senior to the one being trained.
- The training rebate will be capped based upon available resources; production companies must request details in advance of the training.
- Trainees must be Yukon Labour who have demonstrated a commitment to a career in film, who are union permittees, or have significant recent experience working on a film production or have graduated from a recognized film crew training program.

#### **Intakes**

Applications will be accepted on an on-going basis throughout the year.

Applications must be complete and include all necessary documentation at time of submission.

Processing of applications will be conducted as expeditiously as considerations of due diligence allow.

## **Assessment Criteria**

Applications will first be screened on the basis of the following mandatory criteria:

- The applicant is an eligible applicant as described in Eligible Applicant above.
- The proposed activities comply with the criteria for eligible activities set out in Eligible Projects and Activities above.
- Any financial obligations to the Government of Yukon by the proponent must be in good standing.

The criteria against which an application will be assessed will include:

- Success of previous projects undertaken by the same applicant assisted by the Film Location Incentive or any other fund administered by the Department of Economic Development.

### Travel Rebate & Yukon Spend Rebate

The applicant must provide:

- Production Schedule
- Cast & Crew List noting which positions will be filled by qualified Yukon residents
- Total Budget for the production
- Financing Plan for the production
- Yukon Budget - please supply estimates of the Yukon portion of your budget to show expenditures by categories. For example, Yukon Labour, non-Yukon Labour, accommodations, travel, production services etc.
- If Documentary, please supply evidence of a broadcast agreement
- Scripts/Boards
- Yukon Locations List

### Training Program

- Applies to commercial productions as well as documentary, television and feature film work.

- Applies only to the portion of a production that occurs in the Yukon.
- Training must conform to accepted standards, for example those established by Canadian unions and guilds.
- Training must be for technical positions such as a typical commercial production crew would use. Trainers must be recognized by the appropriate unions as being fully qualified to train for the position for which they are training.
- To be considered eligible for matched labour positions under this program, Yukon Labour must clearly demonstrate a commitment to a career in this field, such as significant recent course work and/or significant recent work experience.
- Eligibility for matching positions will be determined by Yukon Media Development which may consult with any organization deemed necessary to provide technical advice respect thing applications.
- Yukon Media Development may disqualify a Yukon crew person from qualifying for an assisted matched labour position on the basis that the person's training and career opportunities are insufficiently developed to warrant assistance under this program, or a sufficiently developed to not warrant further assistance under this program. For example: where a grip has become well enough established to be recognized by typical production managers as qualified and experienced in the position and is well enough known by outside Yukon commercial production managers that the grip is included in most job calls, that grip would no longer be eligible under the Training Program.

## **Approval Authorities**

### **Project Officers**

- Project officers are the first point of contact for all applicants. They will be available year round and provide support and advice on the funding program. Each

application will be assigned to a project officer who will work with clients to ensure that all the information has been provided for full project consideration.

- Since some projects may impact government operations, or the applicants are client groups of other YG departments, project officers may involve other departments. YG departments who have an interest in specific projects will be requested to verify information and provide their perspective on projects on an 'as-needed' basis.
- The project officers will be responsible for preparing an assessment of the application including a recommendation for approval/disapproval

### **Approval Authorities**

The Manager, Media Development or the Assistant Deputy Minister will be the approval authority for applications within the Departmental signing authority of the Manager's or Assistant Deputy Minister's position. For applications above that signing authority, the approval authority will be the Minister of Economic Development.

- Yukon Media Development will provide a prompt and written estimate of the Travel Rebate, Yukon Spend Rebate and/or Training Program rebate for which the production would qualify based upon the information provided.

## **Accountability Framework**

### **Basic Reporting Requirements**

Reporting requirements for funding recipients are intended to obtain information necessary to meet Government financial obligations while recognizing the costs that such reporting place upon recipients. Project financial reporting requirements will be relevant to the level of funding received and will not place unnecessary burdens on recipients.

- The Production Company shall submit, along with their rebate claim, a detailed Yukon expenditure list supported by copies of paid receipts and invoices for expenditures made to Yukon businesses and crew.

### **Travel Rebate**

- A Rebate Claim will be submitted by the Production Company for comparison and approval no earlier than the final day or Day 10 of Yukon-based principle photography, whichever is earlier;

- The production company shall submit a detailed expenditure list including copies of all travel receipts and invoices.

#### Yukon Spend Rebate

- A Rebate Claim may be submitted by the Production Company for comparison and approval only after all Yukon crew and services are paid;

#### Training Program

- The Production Manager must provide to Yukon Media Development within 30 days of completion of training, a signed, written Statement of Training, explaining which techniques and equipment the trainee has become experienced and/or qualified in during the production.
- Call sheets must be provided and retained. Copies must be submitted with the application for rebate.

Yukon Media Development will conduct internal verifications on projects that receive funding under this program.

#### **Additional / Follow-up Reporting Requirements**

Funding recipients shall:

- Maintain all related financial and performance information records for a minimum of three years following the completion of the training.
- Upon written request, and with appropriate notice, provide authorized representatives of the Yukon Government with access to relevant records for a minimum of three years following the completion of the training.
- Participate in interviews, focus groups, or other reasonable information gathering activities, in conjunction with a program evaluation of the Film Location Incentive.

Verification and evaluation reports shall be made public, within a reasonable time of completion, with the exception of any information protected under the Access to Information and Protection of Privacy Act.

#### **Financial Procedures**

Funds will be disbursed according to the following conditions:

- The Production Company shall submit a final copy of the production on VHS or DVD for Yukon Media Development files prior to release of Film Location Incentive Program funds.
- The production company must acknowledge and recognize Yukon's financial contribution to the project by providing an on screen credit of "Produced with the participation of the Yukon Film Incentive Programs". In all related advertising, publicity and promotional materials, the "Yukon" Wordmark and "Yukon Film Incentive Programs" title must be included.