

TALENT ACCELERATOR PROGRAMME (TAP) OVERSEAS DEVELOPMENT GRANT APPLICATION GUIDELINES

Info-communications Media Development Authority (IMDA) reserves the right to change the guidelines from time to time. Please be sure to check our website for the latest version.

Application Guidelines for TAP: Overseas Development Grant

1. GENERAL

- 1.1 The Overseas Development Grant (ODG) supports participation in international project labs, pitch platforms and prestigious international festivals. The full list of supported events is provided in Para 2.4.
- 1.2 IMDA does not provide retrospective funding. Applications must be submitted and formally approved before the applicant commences travel or participates in the event. Any travel or participation undertaken prior to IMDA's formal approval is at the applicant's own financial risk, as IMDA's approval is not guaranteed.
- 1.3 At the assessment stage, applicants' project content must align with IMDA's classification guidelines to be considered for ODG funding. Funding is at the discretion of IMDA and may be impacted if IMDA is made aware of negative publicity arising with the applicant or project.
- 1.4 IMDA's decision on grant approval is final and no appeals will be entertained.

2. ELIGIBILITY CRITERIA

- 2.1 Applicant must be an individual who is either a Singapore Citizen or a Permanent Resident (SC/PR).
- 2.2 At the point of application, the applicant must also be:
 - a. Selected/invited to a recognised project lab/pitch platform; or
 - b. Nominated for a prestigious award at recognised international competition platform
- 2.3 Projects undergoing IMDA-led story development and pitch mentorship while being active in the Call for Proposals (CFP) process will not be eligible for Project Lab support under the ODG¹.

¹ For more information on the Call for Proposals process, please visit the [TAP CFP page](#).

2.4 List of Pre-Approved Events:

Project Labs	Pitch Platforms	International Competitions
<ol style="list-style-type: none"> 1. ACE Producers Network 2. Berlinale Talents 3. Cannes Film Festival Development Labs, including Cinema de Demain: THE LAB 4. CPH DOX:LAB 5. Docs by the Sea 6. Film London Programmes, including Labs and Production Finance Market (PFM) 7. International Documentary Film Festival Amsterdam (IDFA) DocLab Academy 8. Locarno Filmmakers Academy 9. Malaysian Development Lab for Fiction Feature Films (mylab) 10. NAFF (Network of Asian Fantastic Films) Fantastic Film School (renamed BIFAN+) 11. Rotterdam Lab 12. Sam Spiegel International Film Lab 13. Sundance Institute 14. Taipei Golden Horse Film Academy (金马电影学院) 15. Talents Tokyo 16. Ties that Bind/European Audiovisual Entrepreneurs 17. Torino Film Lab 18. Series Mania Institute 	<ol style="list-style-type: none"> 1. Berlinale Co-Production Market and Talents Project Market 2. Busan Asian Project Market 3. Hong Kong Filmart Asia Film Financing Forum 4. Focus Asia All Genres Market 5. NAFF Project Market (BIFAN+) 6. Rotterdam CineMart 7. Taipei Golden Horse Film Project Promotion (金马创投会议) 8. Taiwan Creative Content Fest (TCCF) 	<ol style="list-style-type: none"> 1. Academy Awards a.k.a. Oscars 2. Annecy International Animated Film Festival 3. Berlin International Film Festival 4. British Academy of Film and Television Arts (BAFTA) Awards 5. Bucheon International Fantastic Film Festival (BIFAN) 6. Busan International Film Festival 7. Cannes Film Festival 8. Clermont-Ferrand International Short Film Festival 9. Emmy / International Emmy / International Digital Emmy Awards 10. Far East Film Festival 11. Golden Bell 12. Golden Globe Awards 13. Hot Docs Canadian International Documentary Festival 14. International Film Festival Rotterdam 15. Locarno Film Festival 16. San Sebastian International Film Festival 17. Short Shorts Film Festival 18. Sundance Film Festival 19. SXSW 20. Taipei Golden Horse Awards (金马奖) 21. Tokyo International Film Festival 22. Toronto International Film Festival 23. Venice Film Festival

3. FUNDING QUANTUM

3.1 The ODG will support the following, capped at fixed cost by travel region.

- a. Airfare
 - i. Round-trip airfare must originate from Singapore to the event country and return to Singapore.
 - ii. Economy airfare is the maximum class of airfare supported. Premium Economy is not supported.
- b. Accommodation for the purpose of attending the event
 - i. Maximum duration of support is the night before the event starts to the last night of the event.
 - ii. Accommodation invoices must indicate the applicant's name and the number of occupants.
- c. Participation fees for project labs (only applicable for Project Labs)
 - i. As charged by the event organiser.

d. Breakdown of fixed costs by travel region

Region of Travel	Airfare	Accommodation
America	S\$2,770	S\$510/night
Europe	S\$2,480	S\$430/night
Southeast Asia	S\$520	S\$130/night
East Asia	S\$940	S\$190/night
Rest of Asia/Oceania	S\$1,790	S\$220/night

3.2 Should multiple representatives from the project team attend the same event, IMDA reserves the right to limit the number of supported participants.

4. APPLICATION PROCESS

4.1 Applicant should reach out to an IMDA officer to express their intent to apply for the ODG. An IMDA officer will provide the application form via email.

4.2 IMDA will only assess ODG applications once, upon submission of all required documents:

- a. Application form and budget sheet
- b. Official letter of invitation from event organiser
- c. Project Details
 - Project Synopsis/Treatment
 - Awards that it is up for (for International Competitions)
 - Status of Project (for Project Labs)

- Password-protected weblinks to completed project, teasers or sizzle reel
 - d. Aims and objectives of attending event
 - e. CV of applicant
 - f. Cost of project lab participation fees (where applicable)
- 4.3 Submitted materials will not be returned.
- 4.4 IMDA reserves the right to request additional supporting documents as part of the application, as deemed necessary for assessment of the application.
- 4.5 Completed applications and relevant documents must be submitted at least three weeks before the first day of the intended event. IMDA reserves the right to reject applications submitted too close to the event.
- 4.6 Applicants will be informed of their application outcome via email, typically within eight weeks of IMDA's receipt of all supporting documents, as detailed in 4.2.
- 4.7 If the application is approved, a Letter of Offer will be issued to the applicant via email. The applicant must formally accept the Letter of Offer by signing and returning the document before any milestone claims can be made.

5. DISBURSEMENT AND MILESTONE CLAIMS

5.1 The Grant Recipient must prepare the following documents for submission as part of the claim after the end of the event:

a. Proof of participation in the event, in the form of:

For Project Labs

- i. Participation badge with name and photo of Grant Recipient; and
- ii. Either a certificate of attendance or written confirmation from the organiser (e.g. email) confirming participation.

For Pitch Platforms

- i. Participation badge with the name and photo of the Grant Recipient

For International Competitions

- i. Photograph of the Grant Recipient at the premiere of the specific supported event/programme.

b. Evidence of travel:

For Flight (if applicable)

- i. Boarding pass, indicating the Grant Recipient's name, with Singapore as the point of departure and return destination.

For Accommodation (if applicable)

- i. Accommodation receipts/invoices, indicating the Grant Recipient's name, number of guests and duration of stay.
- ii. All bookings and reservations must have the Grant Recipient's name, and all relevant receipts/invoices must be issued to the Grant Recipient.

For Participation Fees (if applicable)

- i. Proof of payment of participation fees.
- c. Post-event report, including details on:
- i. The project that was developed (if applicable)
 - ii. The progress made after attending the event
 - iii. Key observations and learning points from the event
 - iv. Meetings held (if applicable)
 - v. Awards, accolades, or nominations received for the project (if applicable)
- 5.3 The Grant Recipient must submit milestone claims and required deliverables in softcopy via email.
- 5.4 Disbursement of grants will be made via PayNow². IMDA shall have no obligation to disburse any funds should the Grant Recipient fail to meet the requirements or deadlines.

6. CHANGE REQUESTS

- 6.1 Change requests are not allowed for the ODG.

7. OTHERS

- 7.1 The Grant Recipient must maintain full and accurate records of travel and event participation. The Grant Recipient must promptly furnish all reports, contracts, documents and other information upon request by IMDA.
- 7.2 For enquiries, please submit your request via the IMDA [online feedback form](#).

² PayNow must be linked to the applicant's NRIC number.