

On approval of the Rules for selection of film projects, applying for recognition them as national films, for rendering state financial support on their production

Unofficial translation

Order № 64 of the acting Minister of Culture and Sport of the Republic of Kazakhstan dated March 15, 2019. Registered in the Ministry of Justice of the Republic of Kazakhstan on March 20, 2019, № 18405.

Unofficial translation

In accordance with subparagraph 5) of Article 5 of the Law of the Republic of Kazakhstan “On Cinematography” **I HEREBY ORDER:**

Footnote. Preamble - as amended by the order of the acting Minister of Culture and Sports of the Republic of Kazakhstan dated 02.17.2023 № 52 (shall be enforced upon the expiration of ten calendar days after the day of its first official publication).

1. To approve the attached Rules for selection of film projects, applying for recognition them as national films, for rendering state financial support on their production.

2. The Department for Culture and Arts of the Ministry of Culture and Sport of the Republic of Kazakhstan in the order established by legislation shall ensure:

1) state registration of this order in the Ministry of Justice of the Republic of Kazakhstan;

2) sending of this order in the Kazakh and Russian languages to the Republican state enterprise on the right of economic management "Republican Center for Legal Information" for official publication and inclusion to the Standard control bank of regulatory legal acts of the Republic of Kazakhstan within ten calendar days from the date of state registration;

3) placement of this order on the Internet resource of the Ministry of Culture and Sport of the Republic of Kazakhstan within two working days after entering it into force;

4) submission of information on implementation of measures to the Department of legal service of the Ministry of Culture and Sport of the Republic of Kazakhstan within two working days after implementation of measures provided for in this paragraph.

3. Control over execution of this order shall be assigned to the supervising Vice-Minister of Culture and Sport of the Republic of Kazakhstan.

4. This order shall be enforced upon expiry of ten calendar days after its first official publication.

*Acting Minister of Culture and Sport
of the Republic of Kazakhstan*

E. Ramazanov

Approved
by the order of acting Minister
of Culture and Sport
of the Republic of Kazakhstan
№ 64 dated March 15, 2019

Rules for Selecting Film Projects Applying for Recognition Them as National Films for Receiving State Financial Support for Their Production

Footnote. The Rules - as revised by Order of the Minister of Culture and Information of the Republic of Kazakhstan № 108-NK of March 27, 2024 (shall be effective ten calendar days after the date of its first official publication).

Rules for Selecting Film Projects Applying for Recognition Them as National Films for Receiving State Financial Support for Their Production

Footnote. The Rules - as revised by Order of the Minister of Culture and Information of the Republic of Kazakhstan № 108-NK of March 27, 2024 (shall be effective ten calendar days after the date of its first official publication).

Chapter 1. General provisions

1. These Rules for Selecting Film Projects Applying for Recognition Them as National Films for Receiving State Financial Support for Their Production (hereinafter referred to as the Rules) have been set out as per sub-paragraph 5) of Article 5 of the Law of the Republic of Kazakhstan “On Cinematography” (hereinafter referred to as the Law) and lays out the procedure for selecting film projects that are eligible for recognition as national films for the purpose of receiving state financial support for their production.

2. Key terms used herein:

1) the entity in cinematographic activity is a natural person who is an entrepreneur whose main activities are: film production and/or film chronicles, film distribution, film screening, film restoration, technical maintenance of cinema halls, manufacture of film materials, performance of work and provision of services related to film production, educational, scientific, research, publishing, advertising and promotional activities in the field of cinematography, film storage; cinematographic organisation;

2) film project is a set (package) of documents and materials (screenplay, director's explanation, film production budget, production schedule, marketing plan, visual materials) based on which the film is produced and distributed;

3) competition application is an application filed by entities engaged in cinematographic activities, accompanied by the required documents and materials as per the requirements of paragraph 13 hereof;

4) an applicant is a cinematographic entity that has filed an application for state support in the form of financing for film projects as per these Rules;

5) pitching is public-facing defence of film projects for the Expert Council;

6) Expert Council is an advisory and consultative body composed of creative workers, cultural workers and experts in the field of cinematography for the review of film projects;

7) authorised body is a central executive body responsible for management and inter-sectoral coordination in the field of cinematography;

8) The State Centre for Support of National Cinema (hereinafter referred to as the Centre) is the sole operator granting state support in the form of funding for film projects seeking recognition as national films and for national films under Article 13 of the Law;

9) completed projects are projects of the applicant or producer in the field of cinema, the production or co-production thereof was executed by the applicant or producer.

Chapter 2. Procedure for selecting film projects seeking recognition as national films for receiving state financial support for their production

3. To grant state financial support in an amount not less than thirty-five per cent of the total annual amount of state financial support to film projects seeking recognition as national films, including legal entities wholly owned by the state whose main activity is film production, By 5 January of the current year, the authorised body shall form, approve and send to the Centre the priority topics for the upcoming competition for the selection of film projects seeking recognition as national films (hereinafter referred to as the competitive selection), factoring in the priority areas of the state policy of the Republic of Kazakhstan and the documents of the State Planning System of the Republic of Kazakhstan, approved by Decree of the Government of the Republic of Kazakhstan № 790 of November 29, 2017 “On Approval of the State Planning System in the Republic of Kazakhstan”, messages of the President of the Republic of Kazakhstan.

4. Within two (2) working days of receiving the priority topics on its website, the Centre shall publish the priority topics for the upcoming competitive selection process.

5. Film projects seeking recognition as national films shall be examined in two stages.

The first stage shall comprise reviewing scripts (for feature films and animated films) or storyboards (for documentary and newsreel films) for film projects.

The second stage shall involve reviewing film projects.

6. The first stage of the competitive selection process shall consist of:

1) publishing announcements concerning the commencing of the competitive selection of screenplays or screenplay plans for film projects on the Centre's website;

2) accepting applications for the review of screenplays or screenplay plans for film projects;

3) reviewing screenplays or screenplay plans for film projects.

7. The deadline for preparing scripts or script outlines for film projects shall be no more than 60 (sixty) calendar days from the date of publication of the priority topics on the Centre's website.

8. Upon expiry of the period stated in paragraph 7 hereof, the Centre shall publish an announcement on its website regarding the commencement of the competitive selection of screenplays or screenplay outlines for film projects.

The announcement of the commencement of the competitive selection of scripts or screenplay plans for film projects shall outline the details of the dates, stages of the competition, and the main conditions for selection.

9. To participate in the first stage of the competitive selection process, applicants must file the following documents with the Centre in electronic form no later than five (5) working days from the date of publication of the announcement of the commencement of the competitive selection process for screenplays or screenplay plans for film projects:

1) application for review of screenplays or screenplay plans for film projects in the form set out in Appendix 1 hereto;

2) a script in PDF format for a feature film, a script and sketch of two main characters in PDF format for an animated film, a storyboard for documentary and newsreel films;

3) author's contract and (or) preliminary agreement between the applicant and the author of the script or screenplay, with copies of identity documents.

The applicant may submit no more than two (2) scripts for each film category: feature film, animated film, documentary film, and newsreel.

The script for feature films and animated films shall be filed with the Centre in the language in which the film project is to be submitted.

10. Within one (1) working day after the completion of the acceptance of the documents specified in paragraph 9 hereof, the Centre shall send the documents submitted by the applicants to the Expert Council for examination. Scripts or script outlines shall be examined by members of the Expert Council in sections as per film type: feature film, animated film, documentary and newsreel.

11. The Expert Council shall examine film project scenarios or scenario plans within a period not exceeding 20 (twenty) working days for compliance with:

1) priority topics;

2) the concept of the script or screenplay for the film project;

3) the structure of the plot;

4) the principles of dramaturgy;

5) the technical development of the script or screenplay for the film project;

6) the revelation of characters and dialogues.

The conclusion of the first stage of the competitive selection shall be recorded in a protocol within no more than 3 (three) working days from the date of completion of the review of the screenplays or screenplay plans for film projects, listing the reasons for compliance or non-compliance with the requirements established in part one of this paragraph hereof.

Within 3 (three) working days, the Centre shall notify applicants of the results of the review and the commencement of the next stage of the competitive selection process by email, as specified in the application.

12. The second stage of the competitive selection process shall comprise:

- 1) receipt and review of applications by the Expert Council;
- 2) filing of the Expert Council's conclusion based on the results of the pitching session;
- 3) examination of the conclusion of the Expert Council by the Interdepartmental Commission on State Support in the Field of Cinematography (hereinafter referred to as the Interdepartmental Commission) and adoption of a decision on the financing of film projects.

13. Within 15 (fifteen) working days of receiving notification, applicants who have received a positive decision on the first stage of the competitive selection process shall forward the following documents to the Centre by email:

- 1) a statement stated in Appendix 2 hereto;
- 2) a copy of an identity document and a notification of registration as an individual entrepreneur for natural persons or a certificate of state registration (re-registration) for legal entities;
- 3) film project;
- 4) film project synopsis;
- 5) copies of contracts with the film crew (producer, director) and copies of their identity documents;
- 6) extract from the taxpayer's account with details of the applicant's main economic activity;
- 7) for film projects co-produced with foreign or Kazakhstani film production entities, a preliminary agreement or contract for joint film production must also be provided, specifying the share of each co-producer in the film project, along with all addenda, as of the date of submission of the competition application, as well as a financial plan for production;
- 8) cost estimate for the production of a film project as per the Rules for Financing Film Projects seeking recognition as national films, approved by Order of the Minister of Culture and Sports of the Republic of Kazakhstan № 140 of May 17, 2019 “On the Approval of the Rules for Financing and Standards for the Volume of Financing for Film Projects Claiming Recognition as National Films” (registered in the Register of State Registration of Regulatory Legal Acts under № 18697);
- 9) data on the existence of projects implemented by the applicant or producer in the field of cinematography, filed under the form specified in Appendix 3 hereto;
- 10) data on the absence (existence) of tax arrears no more than 3 (three) working days prior to the date of submission of the competition application.

The requirements of sub-paragraph 9) of paragraph 13 hereof shall not apply to debut films.

14. To participate in the competitive selection, applicants shall:
- 1) have legal capacity (for legal entities) and civil capacity (for individuals);
 - 2) have no tax arrears exceeding six times the monthly calculation index established for the relevant financial year by the law on the republican budget;

3) not subject to bankruptcy or liquidation proceedings (information verified by the Centre).

15. Competitive applications shall be accepted and reviewed by the Centre for conformity with the requirements set forth in paragraph 13 hereof.

Competition entries received after the deadline for submission shall be returned to the applicant without examination.

Should an incomplete set of documents be filed within 5 (five) working days from the date of completion of the acceptance of competition applications, the Centre shall send the applicant, to the email address specified in the application, a notification of the need to bring the competition application into compliance with paragraph 13 hereof.

The applicant shall file a revised tender application and a list of documents as per the notification within 3 (three) working days of its receipt.

In the event of repeated non-conformance of the tender application with paragraph 13 hereof within 3 (three) working days from the date of forwarding the notification, the Centre shall return the tender application to the applicant.

Competition entries that meet the requirements of paragraph 13 hereof shall be forwarded within 10 (ten) working days after the deadline for the filing of competition entries to the Centre for examination by the Expert Council.

16. No later than 5 (five) working days prior to the pitching date, upon filing competition applications to the Expert Council, the Centre shall notify applicants whose competition applications abide by paragraph 13 hereof of the date, time and venue of the pitching by calling the contact numbers and/or sending an email to the email address specified in the application, and shall also post a corresponding announcement on the Centre's website.

17. Pitching shall be held on the principles of openness and transparency and takes place via online broadcasts on the Centre's website and official social media accounts.

18. Film projects shall be defended at the pitching stage with the aim of familiarising the audience with them and assessing their conformity with the grounds laid out in paragraph 1 of Article 14 of the Law.

Based on the results of the pitching, the Expert Council shall issue a corresponding conclusion on each film project, justifying its compliance or non-compliance with the grounds specified in paragraph 1 of Article 14 of the Law. The results of the pitching shall be recorded in minutes and signed by its members.

The results of the pitching shall be posted on the Centre's website within three (3) working days of the signing of the pitching protocol.

19. The Expert Council's findings shall be filed by the Centre within three (3) working days of its signing to the Interdepartmental Commission for examination.

Decisions of the Interdepartmental Commission shall be adopted by open vote and shall be deemed adopted if they are supported by a majority of the total number of members of the Interdepartmental Commission participating in the meeting. Members of the

Interdepartmental Commission shall have equal voting rights when making decisions. In the event of a tie, the chair shall have the casting vote. A meeting shall be deemed quorate if at least two-thirds of the total number of members of the Interdepartmental Commission are present.

The meeting of the Interdepartmental Commission shall be held within five (5) working days after receiving the conclusion of the Expert Council. The decision of the Interdepartmental Commission shall be recorded in minutes and signed by its members.

20. Within three (3) working days of the date of the meeting of the Interdepartmental Commission, the Centre shall file the recommendations of the Interdepartmental Commission with the authorised body.

21. Should additional budget funds be allocated for new film projects, the Centre shall announce an additional competitive selection as per the procedure established by these Rules within 30 (thirty) working days.

Appendix 1
to the Rules Selecting Film Projects
Applying for Recognition Them as
National Films for Receiving
State Financial Support for their
Production
Document form
To the Chairman
of the Board of Directors of the
State Centre for Support of National
Cinema
Non-Commercial Joint Stock Company

(surname, name, patronymic
(if any))

from: _____
(full name of the legal entity,
surname, name, patronymic
(if any) of the head of the legal entity
or surname, name, patronymic
(if any) of the natural person)

Application for examination of screenplays or screenplay plans for film projects

I hereby kindly ask you to review the script (for feature films and animated films) or the storyboard (for documentaries and newsreels):

(name)

Film type: _____

Film category (socially significant films, debut films, event films) as per
Order № 63 of the Acting Minister of Culture and Sports of the Republic of
Kazakhstan dated 15 March 2019 “On Reviewing the Criteria for Classifying

Films into Categories for Establishing the Amount of Funding for Film
Projects Applying for Recognition as National Films”
(registered in the Register of State Registration of Normative Legal Acts under № 18406)

_____ Priority topic:

_____ Film company/film project author: _____

Producer(s): _____

Screenplay writer(s): _____

Applicant’s details

_____ (legal address, postal code, e-mail, contact numbers)

_____ (for a legal entity – business identification number;
for a natural person – individual identification number).

By signing this document _____ hereby gives his/her
(applicant’s name)

consent as per the Law of the Republic of Kazakhstan “On Personal Data and Its
Protection”

to the collection, processing of personal data specified in the application, or its transfer to
third

parties, and also guarantees that when submitting the application, he/she has obtained
consent

from all individuals specified in the application for the collection, processing of their
personal

data or its transfer to the “State Centre for National Film Support” NJSC.

Date of application: _____

Surname, name, patronymic (if any) of the applicants

_____ Signature _____

Stamp here (if any)

Appendix 2
to the Rules Selecting Film Projects
Applying for Recognition Them as
National Films for Receiving
State Financial Support for their
Production
Document form
To the Chairman
of the Board of Directors of the
State Centre for Support of National
Cinema
Non-Commercial Joint Stock Company

(surname, name, patronymic
(if any))

from: _____
(full name of the legal entity,
surname, name, patronymic
(if any) of the head of the legal entity
or surname, name, patronymic
(if any) of the natural person)

Application for participation in the selection of film projects competing for recognition them as national films

For the purpose of selecting film projects eligible for recognition as national films, I hereby

ask to consider the following film project:

(name of the film project)

Film type: _____

(socially significant films, debut films, event films) as per

Order № 63 of the Acting Minister of Culture and Sports of the Republic of Kazakhstan dated 15 March 2019 “On Reviewing the Criteria for Classifying Films into Categories for Establishing the Amount of Funding for Film Projects Applying for Recognition as National Films”

(registered in the Register of State Registration of Normative Legal Acts under № 18406) _____

Priority topic: _____

Film company/film project author: _____

Producer(s): _____

Director(s): _____

Screenplay writer(s): _____

Film project implementation schedule

Period	Preparation period			Filming period	Installation and adjustment period	Distribution*
	Initial stage	Final stage				
from						
to						

* All work related to the distribution of the film shall be managed by the applicant using extrabudgetary funds.

Production

Format	

Timekeeping, minutes	
Filming locations	
Number of shooting days	

Marketing and sales

Age classification of films	
Types of screenings (cinema, streaming, television, festival)	
Audience reach (number of viewers)	
Estimated income	

Sources of production financing

Funding	Amount, KZT.	Entity
The amount requested from the State Centre for Support of National Cinema Non-Commercial Joint-Stock Company		
Producer's own funds		
Funds raised free of charge		
Credit / borrowed funds		
Returnable borrowed funds		
Previously received state support from the Ministry of Culture and Information of the Republic of Kazakhstan for this film project		
Total		

List of documents and materials to be attached to the application, as per paragraph 13 of the

Rules for the Selection of Film Projects Applying for Recognition Them as National Films

for the purpose of receiving state financial support for their production:

Applicant details

(legal address, postal code, email, telephone numbers)

(for a legal entity – business identification number; for an individual – individual identification number).

By signing this application _____ hereby gives his/her consent (applicant's name)

as per the Law of the Republic of Kazakhstan “On Personal Data and Its Protection” to the

collection, processing of personal data specified in the application, or its transfer to third parties, and also guarantees that when submitting the application, he/she has obtained consent

from all individuals specified in the application for the collection, processing of their personal

data or its transfer to the “State Centre for National Film Support” NJSC.

Date of application: _____

Surname, name, patronymic (if any) of the applicants

Signature _____

Stamp here (if any)

Appendix 3
to the Rules Selecting Film Projects
Applying for Recognition Them as
National Films for Receiving
State Financial Support for their
Production

Document form

Details on projects in the field of cinematography implemented by the applicant or producer*

1. Project name _____

2. Year of release _____

3. Project summary _____

4. As per order _____

(only for projects implemented using public funds)

5. Project authors: _____

(producers, director, cinematographer, production designer)

6. Project rental and screening: _____

(indicate where and when the project was screened and shown)

7. Poster (if available).

8. Link to the project (required) _____

(this application must be completed separately for each completed project).

*Note: The producer must have at least 2 (two) completed film projects.

By signing this application, _____ gives his/her consent

(name of applicant)

as per the Law of the Republic of Kazakhstan “On Personal Data and Its Protection” to the

collection, processing of personal data specified in the application, or its transfer to third parties, and also guarantees that when submitting the application, he/she has obtained consent

from all individuals specified in the application for the collection, processing of their personal

data or its transfer to the “State Centre for National Film Support” NJSC.

Date of application: _____

Surname, name, patronymic (if any) of the applicant

Signature _____

Stamp here (if any)