



NORTHWEST
TERRITORIES
FILM
COMMISSION

BUREAU DU
CINEMA
DES TERRITOIRES
DU NORD-OUEST

Producers Incentive Program

Application Guide

2026

Dene Kədə

Dëne Sıtıné

Dene Zhatié

Dinjii Zhuh Ginjik

Inuvialuktun

Inuktitut

Inuinnaqtun

nēhiyawēwin

Tṭchɔ

Indigenous Languages

request_Indigenous_languages@gov.nt.ca

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Overview

The Producers Incentive Program (PIP) provides financial support to NWT producers to develop professional, commercial-ready film and media projects that can be presented to broadcasters and other financiers.

Its objectives are to:

- Facilitate the growth and sustainability of the NWT film and media sector;
 - Support film-sector skill acquisition and and experience;
 - Foster creative control by NWT-based producers and creators;
 - Empower NWT production companies to develop projects to be filmed on location in the NWT;
- and

How funding is distributed

Funding decisions are made by an evaluation committee made up of Government of the Northwest Territories (GNWT) staff. Applications are graded using a standardized rubric and approved by the Director of Economic Diversification.

Who can apply

Applicants must meet the following criteria:

1. Be a corporation registered and in good standing under the NWT Business Corporations Act;
 2. Represent an NWT production company primarily in the business of developing and producing professional media content;
 3. Represent an NWT production company which has had at least one (1) professional project distributed by a broadcaster or distributor recognized by the Canadian Radio-television and Telecommunications Commission (CRTC);
- or;
- Represent an NWT production company which has previously received project support from a market relevant source*.

** A Market Relevant Source is defined as a broadcaster, distributor, pay television, streaming service or media-focused funding agency that can act as a trigger to warrant support for commercially viable activities.*

What this funding supports

Eligible Projects

This funding supports feature films, television content (movies of the week, sitcoms, dramatic series, docuseries), documentaries, reality and lifestyle series and animated programming. The NWT Film Commission may consider other project types and formats at its sole discretion.

The producer must also demonstrate they have the legal rights to develop, produce, and monetize the project.

Eligible Activities

Pre-Development and Development categories

- Producer fees (capped at 20% of direct costs)
- Corporate overhead (capped at 20% of direct costs)
- Travel and related costs to assist in research, financing, or pitching of the film (capped at 10% of direct costs)
- Budget breakdown
- Design
- Graphic bible
- Legal fees
- Option fees, including on literary work (unless paid to the producer)
- Research
- Screenwriter fees
- Script workshops
- Storyboard
- Script Editor
- Story Consultant
- Cultural Consultant
- EDI Consultant (independent from the producer)

Development category only

- Demo
- Director fees (if the Director and the Screenwriter are not the same person or if it is at the packaging phase)
- Fringe benefits

- Preproduction casting
- Preproduction scouting

What this funding does not support

Ineligible Projects

- Films and videos of a promotional or instructional nature for commercial, industrial, or institutional purposes;
- Student projects produced as part of any educational or training program;
- Music videos;
- Game shows, contests, sporting events, news, weather and current affairs reporting;
- Gala and/or award presentation shows;
- Projects that contravene any civil or criminal law;
- Productions containing explicit sex, excessive violence, sexual violence or sexual exploitation or any matter which is libellous, obscene or in any other way unlawful or which does not respect territorial, provincial and/or federal civil or criminal laws; and
- Interactive content not eligible for licensing.

Ineligible Activities

- Activities or expenses that occur outside the dates of the contribution agreement;
- Activities that do not appear on the [Eligible Activities](#) list.

Capital assets

Capital assets are **not eligible** for funding under PIP. This includes the purchase of cameras, computers, vehicles or other equipment that are for ongoing use outside the activities described in the project application. Production companies wishing to purchase equipment for ongoing use may be eligible for support under the GNWT's [NWT Arts Business Support Fund](#).

Available Funding

Pre-Development

This category is for projects in the early stages of development.

- Applicants can apply for 80% of the actual costs in their pre-development budget, up to **\$15,000**;
- Applicants may include in their budget **both** a producer fee and a corporate overhead fee of up to 20% of actual costs in the budget; each fee may be no more than **\$3,750**;

- Applicants may include in their budget travel costs up to 10% of their budget, up to **\$1,875**;
- Applicants are **not** required to secure funding from a market relevant source to apply;
- The applicant is responsible for providing the remaining 20% of the budget, either by securing investment from a third party or by reinvesting their producer fee.

Development

This category is for projects in middle and later stages of development.

- Applicants can apply for up to 80% of the actual costs in their development budget, up to **\$35,000**
- Applicants may include in their budget **both** a producer fee and a corporate overhead fee of up to 20% of actual costs in the budget; each fee may be no more than **\$8,750**
- The applicant is responsible for securing the remaining 20% of their budget from a market relevant source

Application Process

How to apply

1. Contact NWT Film at nwtfilm@gov.nt.ca or by phone at 1-844-NWT-FILM to discuss your project and confirm funding availability.
2. Complete an application form and assemble supporting documents.
3. Send the complete application package by e-mail to nwtfilm@gov.nt.ca;
or;
For application packages that are larger than 25mb, please contact NWT Film and request a transfer link from the GNWT Secure File Transfer (SFT) system
4. NWT Film will pre-assess your application for completeness and confirm receipt by e-mail if it is accepted and will proceed to evaluation.

Packaging your application

Applicants are asked to put the **project title, attachment name, and date or version** in the file name of all documents. This helps NWT Film ensure applications are complete and that the most up-to-date versions proceed through evaluation, for example:

PROJECTTITLE_Application-form_V1.pdf
PROJECTTITLE_ProducerResume_2027-Apr.pdf

Deadlines and application processing

The application period opens on April 1 every year.

Applications will be accepted on a first-come, first-served basis until February 1 of the following year, or until program funds are depleted, whichever comes first.

Only completed applications will proceed to evaluation. The official date of your application is the date on which **all** required documents have been received and accepted by NWT Film.

Applicants will receive an e-mail notifying them of the funding decision within 30 calendar days of the application date.

Payments and contribution agreements

Successful applicants will receive a contribution agreement which outlines the terms of funding, payment schedule and reporting requirements. The applicant must read, initial, and sign the agreement and return it via e-mail to nwtfilm@gov.nt.ca.

Important: The contribution agreement is a legally binding document. Applicants or their legal counsel are invited to contact NWT Film if there are any questions about the contents prior to signing.

To receive funding, successful applicants must have a valid account in the GNWT's internal payment system, and the account must be up to date and in good standing. Setup forms are available on request for new accounts or to make changes to existing accounts.

An advance equal to 80% of the approved funding amount will be issued within 2-4 weeks of the signing of the contribution agreement and, if applicable, the setup or updating of the GNWT account.

A 20% holdback will be withheld until the [reporting](#) process is complete.

Funding conditions and project changes

Funding must be used for the stated purposes in the signed contribution agreement and work must be completed within the dates specified.

Important: If details of the project change after the signing of the contribution agreement, the recipient must inform NWT Film prior to executing the changes. This allows NWT Film to amend the contribution agreement to accommodate the changes, if necessary. Without an amendment, the funding recipient will be held to the original contribution terms, which may no longer fit the project.

Example: The original signed contribution agreement shows the project end date as June 15, but a key collaborator has a schedule change and will not be able to complete their work until June 30. If notified in advance, NWT Film can amend the project end date to June 30 so that costs occurring between June 15 and 30 will remain eligible.

Appeals

An applicant who is not satisfied with the decision of the approving authority may appeal to the Deputy Minister who will delegate authority for reviewing the appeal to the appropriate official. Appeals must be in writing and received by the Deputy Minister no later than thirty (30) days following the date that the applicant has received notification of the decision.

The delegated authority may vary or set aside the decision if, in his or her opinion:

- The applicant has presented new information that materially affects the application and became known to the applicant between the date the completed and signed application was submitted and the date the application was reviewed;
- or
- It is determined that the provisions of the Policy were not fairly and adequately applied.

Funding reporting

Funding recipients must provide financial and results reporting according to the terms laid out in their contribution agreement. New or emerging producers are encouraged to contact NWT Film prior to the reporting deadline to request clarifications, templates or examples of the type of documents required.

The contribution agreement states the deadline by which the reporting must be received. This date is normally 60 calendar days following the end date in the contribution agreement or a subsequent amendment.

Reporting must be sent to NWT Film on or before the reporting deadline. If it is accepted, NWT Film will initiate the payment of the final 20% of the approved funding amount.

Failure to provide reporting

If the funding recipient expects a delay providing the reporting, they should inform NWT Film as soon as possible and provide the date they expect it will be delivered.

If reporting is not received within 60 calendar days of the reporting deadline, the recipient will be sent an invoice in the mail requesting the return of the funding.

If the funding or the reporting are not received within 90 calendar days following the date of the first invoice, and a payment plan has not been arranged, the file will be referred to an outside collections agency.

Supporting Documents

Supporting documents will be evaluated according to a standardized **grading rubric**.

For Pre-Development and Development applications

Complete and signed application form

The name and contact information on this form should be the primary contact person for the project now and in the future.

Applications require the disclosure of whether this project has received any other financial support from GNWT programs. In most cases, projects that have already received funding **are** still eligible for PIP unless the new application is for the same activities.

CV of applicant producer(s) and/or production company profile (no more than 4 pages)

Tell us about your career so far, your past credits, relevant education or training, and your company's track record.

Copy of NWT incorporation documents and business licence

To be approved for funding under this program, you must be in good standing with [GNWT Corporate Registries](#) and be licensed to do film or media business in your community. Please provide a current business licence and a current Certificate of Compliance/Good Standing/Status from GNWT Corporate Registries.

If you are registering with GNWT Corporate Registries for the first time, or re-registering an existing company, NWT Film will accept proof of payment of the registration fee in lieu of a current certificate.

Co-development agreement (required only if project is a co-production)

If your project is a co-production between two separate companies, you must have a legal agreement in place governing how the ownership is to be shared. The NWT production company must own 51% or more of the project to be eligible for PIP.

Detailed description of the concept and creative

For applications to the pre-development category, please provide information about the story, structure, voice, and style of the project.

Detailed budget in Canada Media Fund or Telefilm Excel formats, including breakout of NWT spend

Your application budget should be in an industry standard format and include a financial structure (a list of confirmed funding sources) and a breakdown of the NWT expenses. Other formats or templates may be acceptable if they meet these requirements.

If you require a template, NWT Film recommends downloading Telefilm's "Standard Budget Template for Greenlight Funding" *.

List of key creative personnel, including biographies / filmographies and city/town/community of



1 Telefilm.ca > Production Program >
Application Documents

primary residence (no more than two pages per person)

Tell us about the key creatives and decision makers who will work with you if your project is funded. You may provide their CV, a biography, or something else to help us understand their career, qualifications and their role on the project. The list should only include personnel who have already agreed to be part of the project pending the funding decision.

Chain of title documentation and/or evidence of development rights

Applicants must demonstrate they have the rights to develop, produce, and exploit the property for a two-year minimum plus a renewal from date of application. If you intend to use PIP funding to establish those rights (i.e. pay option, legal, or copyright fees) please ensure this is reflected in your budget and schedule of activities.

Proposed schedule of activities that would be funded by PIP

Tell us what activities you plan to undertake with the funding, and when you intend to do them. Include any important dates that may make your work time sensitive. You may schedule activities any time between April 1 and March 31 of the following year, as long as the dates are reflected in your contribution agreement or a subsequent amendment.

*2 go to Telefilm.ca > Production Program > Application Documents

Written statement of how the project addresses the stated goals and objectives of the NWT Producers Incentive Program

Prepare a short statement explaining how your project and its activities relate to PIP's mandate.

Development category only

Copy of current draft script, full treatment, or most recent creative

It is expected that projects accessing the Development category will have some advanced creative materials already available.

Documentation of confirmed commitment(s) from market relevant source(s) totaling a minimum 20% of the development budget

Prior to applying to the PIP Development category you must have secured at least 20% of your application budget from one or more market relevant sources such as a broadcaster, media fund or media financier. Please provide the fully executed agreement with the funder(s) confirming their contribution.