

2019-243  
NCSPHS

## **JACKSONVILLE FILM & TELEVISION JOB & BUSINESS CREATION INCENTIVE PROGRAM**

### **Program Summary**

This is a performance based program structured to attract high wage unique film and television production opportunities to Jacksonville that will hire area professionals and purchase goods and services from local businesses.

This program will be managed and facilitated by the COJ Sports & Entertainment Office.

The Film & Television Job and Business Creation Program utilize different metrics than those applied to the Office of Economic Development (OED) Public Investment Policy Programs. The program is based on the total qualified expenditures in Duval County, following similar standards used by other Florida counties with similar programs. The Florida Office of Film and Entertainment did not use a ROI model in their application evaluation. However, they utilized a broader set of qualified expenditure criteria. Their program was based upon meeting minimum thresholds on qualified expenditures and hiring of Florida residents and first come-first serve priority.

Offering a qualified production a 10% rebate for direct qualified expenditures.

- Must have a minimum of \$50,000 of qualified expenditures.
- Maximum reimbursement will be up to \$50,000, which is based off of \$500,000 of qualified expenditures.

## **Program Process**

### **I. Application Process**

Submit application within 180 days prior to start date. Applicant must have supporting schedules and documents including, as specified in the application, along with the original, signed, application, and, if desired, the Request for Confidentiality Form provided by the Jacksonville Film & Television Office (JFTO), which is hereby incorporated by reference. These items must be provided as both hard copy and electronic files.

### **II. Qualification Process**

Once an application is complete, JFTO shall review it to determine whether it contains all required information and meets the program criteria. The review will include an interview with the contact person listed on the application. JFTO shall either deny the application or qualify the applicant and recommend to the Office of Sports & Entertainment, JFTO shall prioritize all qualified productions on economic impact evaluation basis, and a High-Impact Television Series shall be allowed first position.

### **III. Certification Decision Process**

1. The Office of Sports & Entertainment shall consider JFTO's recommendation and make a final determination of the actual maximum rebate to certify, if available, to the qualified production.
2. Certification of rebates is conditioned upon their availability pursuant to the fiscal year allocation.
  - (a) Certification of rebates shall be tied to the fiscal year in which the certified production is scheduled for completion.
  - (b) If no funds are available in the present fiscal year, then the applicant must be notified.

### **IV. Verification of Actual Qualified Expenditures**

1. After all qualified expenditures have been made; the certified production shall verify the qualified expenditures.
  - (a) Qualified expenditures broken out by type: accounts payable to Duval County qualified vendors, petty cash, and Duval County worker payroll, the latter being provided as separate files for the cast, crew, and extras and including Declaration of Duval County Residency Forms, which is hereby incorporated by reference.
  - (b) Any substantiation which JFTO considers not a qualified expenditure will be returned to the certified production company for written rebuttal. If no written rebuttal is received within 10 business days, the expenses will not be considered a qualified expenditure.

### **V. Award of Rebate**

The final rebate award amount may not exceed the maximum funding award amount certified.

**Program Evaluation**

Applications must meet the following criteria, with the highest priority given to paragraph (a):

- a. The number of county residents who will be employed on the project, the duration of such employment, and the average wages paid to such residents. Preference shall be given to a project that expects to pay higher than the statewide average wage.
- b. The amount of qualified expenditures that will be made in Duval County.
- c. Planned or executed contracts with production facilities or soundstages in this county and the percentage of principal photography or production activity that will occur in this county.
- d. Planned preproduction and postproduction to occur in this county.
- e. The amount of capital investment, especially fixed capital investment, to be made directly by the production company in this county related to the project.
- f. The duration of the project in this county.
- g. The extent to which the production company will promote Jacksonville, including the production of marketing materials promoting this county as a tourist destination or a film and entertainment production destination; placement of county agency logos in the production and credits; authorized use of production assets, characters, and themes by this county; promotional videos for this county included on optical disc formats; and other marketing integration.
- h. The project is about Jacksonville or county or shows this city/county in a positive light.
- i. A review of the production company's past activities in Florida or other states.
- j. The length of time the production company has made productions in this county, if producing a project that would not otherwise produce in county, the number of production's the production company has made in this county, and the production company's overall commitment to this county. This includes a production company that is based in this county.
- k. The expected effect of the award on the viability of the project and the probability that the project would be undertaken in this county, funds are granted to the production company.

**Jacksonville Film & Television Office**  
A Division of Sports & Entertainment Office  
**DUVAL COUNTY RESIDENCY FORM**

Purpose: Film, television, commercial and digital media production companies claiming wages or salaries paid to Duval County residents for work performed on a qualified production in Duval County under Duval County's incentive program must complete this declaration of residency for each resident. All production companies must retain this form in its records and submit a copy to the Film & Television Office when submitting documentation for the rebate. Additional documentation is required. See item #3 below.

Last Name	First Name
Permanent Residence - Physical Address	
City, State and Zip Code	Home Telephone Number
Title of Film or Entertainment Project	Production Company

1. Is employee presently a resident of Duval County? See Residency below. \_\_\_\_\_
2. Does employee anticipate changing his/her residency status during the time expected to work on this project? \_\_\_\_\_
3. The production company must provide at least one of the following, and attach to this document:
  - A copy of employee's valid Florida Driver's License Driver License Number: \_\_\_\_\_  
Expiration Date: \_\_\_\_\_
  - A copy of employee's current Florida Voter Registration. Enter the Registering County: \_\_\_\_\_
  - A copy of employee's most recent personal income tax return.
  - Other. Indicate type: \_\_\_\_\_

If employee cannot provide one of the previous three forms of evidence, other evidence may be acceptable. For example, a minor may present parent's proof of residency. Other evidence must be clear and convincing, and show intent to maintain a permanent residence in Duval County. Proof of ownership of property or establishing an abode in Duval County is not acceptable unless supplemented by other information showing intent.

4. Police Officers who are unable to provide a driver's license must provide the following two items:

Precinct #: \_\_\_\_\_ Badge #: \_\_\_\_\_

Residency: To be a resident of Duval County, you must be domiciled in Duval County. Your domicile is your permanent home; it is the place to which you intend to return after any temporary absence. You can only have one domicile. A change in domicile is established only by establishing a physical presence in a new location with intent to abandon your old domicile and make a new home in the new location permanently or indefinitely.

I declare under penalty of perjury that I have examined this documentation to the best of my knowledge and I believe it is true, correct and complete.

Signature (Employee): \_\_\_\_\_ Date: \_\_\_\_\_

Signature (Producer, Production Manager or Production Coordinator): \_\_\_\_\_ Date: \_\_\_\_\_

**Request for Confidentiality Form Letter**

**[Instructions: This form is to be completed and provided on your company letterhead]**

Date:

Jacksonville Film & Television Office  
117 W. Duval Street, Suite #280  
Jacksonville, Florida 32202

Re: Jacksonville Film & Television Job and Business Creation Incentive – Request for Confidentiality

On behalf of **[applicant/production company]**, and in reference to **[project name's]** application, please accept this letter as a request for the information, including but not limited to project budget details, cast members, and script, contained within this application to be held confidential pursuant to Florida Statute 288.075, Confidentiality of records. I understand that said information will remain confidential for 12 months from the date of this letter or until the information is otherwise disclosed whichever occurs first.

I understand, once my production begins, the state has the right to release information regarding the amount of funds certified to this project in conjunction with the anticipated Duval County qualified expenditures and the anticipated number of jobs created.

I also understand that, in order to extend the period of confidentiality for up to an additional 12 months, another written request must be submitted prior to the expiration of any confidentiality originally provided under Florida Statute 288.075.

Sincerely,

[Signature]

Print Name:  
Title: