

The Winnipeg Film Group's **FIRST FILM FUND** is, as its name implies, a program designed to assist aspiring or beginning filmmakers to make a first film. There are **TWO** awards available yearly.

This is an all-inclusive fund, which provides \$3,000 in cash and \$2,000 in services towards a small film or video project. This fund supports work in narrative, experimental and documentary, or hybrid/cross-genre work. In addition to the cash and services component, **FIRST FILM FUND** award recipients are also provided the one-on-one mentorship of an experienced filmmaker.

Because of the size of the funding award, proposed projects should be 3 – 5 minutes in length, and no longer. Projects that are more than 5 minutes in length are **NOT** eligible for the **FIRST FILM FUND**.

FURTHER INFORMATION

Should you have questions or require any further information, please contact:

<p>Ben Williams or Winnipeg Film Group Production Centre Director (204) 925-3456, ext 109 ben@winnipegfilmgroup.com</p>	<p>Mark Borowski Winnipeg Film Group Programs Coordinator 204-925-3456 ext 111 mark@winnipegfilmgroup.com</p>
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ONLINE SUBMISSIONS

New this year, the Winnipeg Film Group has moved to an online submission platform, located at:
www.winnipegfilmgroup.com/submissions.aspx

On this page, you will be requested to submit:

- Identifying Information
- Confirmation of eligibility
- A project description (a treatment of theme, style, cast, crew, locations, format, length) (**up to 5 pages max**)
- A script or detailed conceptual plan (**up to 10 pages max**)
- A synopsis of the script or conceptual plan (**1 paragraph max**)
- A storyboard or shot list (**up to 5 pages max**)
- A production / major activities schedule (**up to 2 pages max**)
- A detailed budget
- Applicant's artistic résumé (**up to 3 pages**)
- Support materials, such as location photos or letters of commitment (**up to 5 pages max**)
- One sample of previous work as director (**online link only**)
***this is not a requirement for this fund**

ELIGIBILITY GUIDELINES

There are several eligibility requirements in order to apply to the **FIRST FILM FUND**:

- Applicant is a member in good standing with the WFG
- Applicant is a resident of Manitoba
- Applicant has taken the introductory filmmaking workshops at the WFG, or can demonstrate equivalent basic experience.
- The applicant must be the director or artist-creator of the project, with full artistic and financial control of the project.

THE JURY PROCESS

The jury is comprised of experienced filmmakers or members of the local film community. The jury process for the **FIRST FILM FUND** includes both an assessment of the submitted application materials as well as a direct interview with shortlisted applicants. As applicants to the *First Film Fund* will not have a body of prior work available as samples of their vision and skills, this interview component is an essential component of the application assessment process.

As resources are limited, not every deserving project can be chosen for the award. The jury will base their decision on the following criteria:

1. The artistic merit of the project
2. The relevance of the project in relation to the applicant's artistic aspirations
3. Is the applicant clear about their intentions, and will the project fulfill those intentions?
4. Does the applicant have a realistic plan?

In the event of conflict of interest, the jurors will self-report this to the Chair and the Chair will record this in writing. The juror in conflict will not participate in discussions related to the applicant in question. Jury members report conflict of interest in the event they will or may benefit financially from the applicant's project. Jurors can self-identify conflict of interest for other reasons, as well.

The jury decision is final and no appeals are allowed. The Board can, if requested, can review the process and recorded conflict of interest process at their discretion.

THE AWARD

The First Film Fund award is comprised of \$1,000 for production components, \$2,000 for post production components and \$2,000 in services. The Film Group does **not** provide retroactive funding.

This amount is simply to shoot the picture, and the sample budget below gives an idea of how this money will cover the basics of a small production project:

SAMPLE BUDGET BREAKDOWN:	Cash:	Services:
PRODUCTION:		
Video Stock	\$ 250.00	
Technicians' Fees	\$ 250.00	
Equipment		\$ 1,500.00
Set /Location Costs	\$ 500.00	
POST-PRODUCTION:		
Picture Editing	\$ 500.00	
Sound Editing and Mix	\$ 500.00	
Edit Suites		\$500.00
Music	\$ 500.00	
Finishing / Mastering	\$ 500.00	
TOTALS	\$3,000.00	\$2,000.00

USE OF AWARD

Cash components of the **FIRST FILM FUND** are accessed either via reimbursement of paid expenses, with submission of copies of receipts / invoices, or by direct supplier payment **WHEN PRIOR ARRANGEMENTS HAVE BEEN MADE** with the Winnipeg Film Group's Production Centre.

Any expenses that fall above and beyond the award amount are solely the responsibility of the award recipient. It is also the award recipient's responsibility to keep in touch with the WFG to ensure they are aware how much funding is still available via this fund.

As the **FIRST FILM FUND** is an all-inclusive fund, award recipients can make no additional funding requests to the Film Group for their awarded project.

OBLIGATIONS

Award recipients must ensure they meet the following obligations associated with their award:

1. Funded projects must provide appropriate on-screen acknowledgement to the Winnipeg Film Group and Manitoba Film & Music as funders of the project. Electronic logo files are available for this purpose.
2. A copy of the completed project must be submitted to the Winnipeg Film Group at the time of Final Report Submission – either as a high-res digital copy or in print format.

TIME LIMITS

The filmmakers must complete their project in a timely fashion.

After one year, awards are reviewed by the Winnipeg Film Group. If there has been no activity and no communication with the Winnipeg Film Group regarding a new proposed schedule, the award status will be reviewed and re-assessed.

Potential outcomes of the re-assessment include the assignment of a mentor, reporting more regularly to the Winnipeg Film Group or potentially – *as a last resort* – the award may be rescinded.

IN CLOSING

Applicants are expected to submit a clear, complete, well-planned application. Your submission should exhibit a high degree of professionalism, both in how well prepared your application is and in how you deal with the Committee.

Be honest about your own capabilities. The better prepared you are, the better your chances of receiving an award.

SUBMISSION CHECK LIST

- ** Submission pages should be saved as PDFs, in 8 ½ x 11 page size using 11 pt font or larger
- ** Please be sure to keep a copy of your submitted files
- ** Submissions must be made through the online platform
 - Project description
 - Script or detailed conceptual plan
 - Synopsis of script of conceptual plan (one paragraph)
 - Story boards or shot list
 - Production / shooting schedule
 - Detailed budget (a template can be requested)
 - Applicant's resume (no more than 3 pages)
 - Support Materials (letters of agreement, etc)
 - Sample of previous work as director (online link)

Consulting with the Production Centre Director well in advance of your application development can help you ensure your submission is best it can be, in light of the program requirements. The Production Centre Director can provide feedback with reference to your budget, your support materials and other submission materials.

