

PROGRAM OVERVIEW

The Winnipeg Film Group's **MFM 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, MFM 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 **MFM FIRST FILM FUND**.

ONLINE SUBMISSIONS

The Winnipeg Film Group has moved to an online submission platform, www.winnipegfilmgroup.com/production/funding/

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 max*)
- 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 **MFM FIRST FILM FUND**:

- Applicant is a member in good standing with the Winnipeg Film Group.
- 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 and/or members of the local film community. The jury process for the **MFM FIRST FILM FUND** will be based on an assessment of the submitted application materials. As applicants to the **MFM 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 selected 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 WFG's Board of Directors may, if requested, review the process and recorded conflict of interest process at their discretion.

THE AWARD

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

This amount is simply to shoot the film, 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	
Technicians' Fees	\$ 250	
Equipment		\$ 1,500
Set/Location Costs	\$ 500	
POST-PRODUCTION:		
Picture Editing	\$ 500	
Sound Editing and Mix	\$ 500	
Edit Suites	\$ 500	
Music		\$ 500
Finishing / Mastering	\$ 500	
TOTALS	\$ 3,000	\$ 2,000

USE OF AWARD

Cash components of the **MFM 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 **MFM FIRST FILM FUND** is an all-inclusive fund, award recipients can make no additional production funding requests to the Film Group for their awarded project. Recipients are allowed, however, to access the WFG's **MFM MARKETING FUND**.

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 CHECKLIST

- ** 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 or 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 and/or Programs Coordinator well in advance of your application development can help you ensure your submission is best it can be, in light of the program requirements.

Our staff can provide feedback with reference to your budget, your support materials and other submission materials.

OBLIGATIONS OF AWARD RECIPIENTS

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

1. Award recipients must carry out the production as proposed in the application; any major changes (including change of shooting and / or finishing format, as well as significant conceptual changes) must be reviewed and approved by the WFG’s Production Centre Manager prior to the changes being made.
2. The **MFM FIRST FILM FUND** cannot be used for retroactive expenses. Eligible costs are those incurred after the round deadline.
3. The following screen credit must be included on all films supported through the MFM First Film Fund:

“This film was produced with the financial assistance of:”
followed, underneath, by
MANITOBA FILM & MUSIC’s logo
4. Participants must contact MANITOBA FILM & MUSIC for the correct logo and to receive approval on the final draft of the screen credits.
5. Funded projects must also provide appropriate on-screen acknowledgement to the Winnipeg Film Group as funders of the project. Electronic logo files are available on our website or from staff.
6. 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. The final project will be submitted by us to Manitoba Film & Music for internal archiving purposes.
7. The applicant will not use funding to purchase equipment, or for any other capital expenses.
8. The Winnipeg Film Group reserves the right to showcase the production and / or the name of the applicant, at no cost, in relation to its own promotional and member activities.

9. The applicant must complete their project in a timely fashion after receiving a First Film Fund award, ideally within 18 months. If there is no activity on the project after 18 months, or if the applicant has ceased work on the project, the award may be rescinded.
10. Cash awards are provided with a percentage withheld, dependent on receipt and approval of a final report (including copies of financial receipts / invoices).
11. **Failure to submit a final report to the approval of the Production Centre Director will leave the applicant ineligible for further funding from the Winnipeg Film Group.**

While a funding award should be closed off within 18 months of confirmation of funding, extensions can be requested. Requests for extension should be made to the Winnipeg Film Group’s Production Centre Director for approval.

ACKNOWLEDGEMENTS

With the valuable, ongoing support of Manitoba Film & Music we have been able to assist over 200 Manitoba filmmakers create, market, and screen their films for more than 10 years.



FURTHER INFORMATION

If you have questions please contact:
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