



**WILLIAM F. WHITE
INTERNATIONAL INC.**
A COMWEB GROUP MEMBER

MFM PRODUCTION FUND GUIDELINES

PROGRAM OVERVIEW

The Winnipeg Film Group's **MFM PRODUCTION FUND (in association with William F. White)** is designed to assist Winnipeg Film Group members in the development of their artistic careers by providing support towards the production of film projects in the form of cash, services and equipment package awards.

This award fund is geared to filmmakers who have made at least one independent production (on film, video or digital media) as director or artist / creator.

The **MFM PRODUCTION FUND** has two rounds annually, one in the fall and one in the spring. There are two components to this fund: PRODUCTION and POST-PRODUCTION. Each individual application to this fund must be for ONE component ONLY – PRODUCTION or POST-PRODUCTION..

FUNDING SUPPORT: This program will provide grants for up to \$2,000 CASH and up to \$2000 in Winnipeg Film Group SERVICES. Additionally, applicants are eligible to apply for a William F. White production equipment PACKAGE AWARD of \$1250.

PROGRAM OBJECTIVES

1. To assist members to create film, video or digital projects
2. To assist members to use film, video and / or digital media as a means of artistic expression
3. To assist members to further develop their careers as filmmakers
4. To contribute to the overall development of filmmakers in Manitoba

ELIGIBLE APPLICANTS

- A Winnipeg Film Group member in good standing
- A Resident of Manitoba
- Independent filmmakers who have completed at least one independent work as director or artist/creator (on film, video or digital media)
- The independent work **must not** be a student project, assignment or activity issued by an teacher or professor from a University, College or other preparatory related school
- Director / Creator of the proposed project, who has and will retain full artistic and editorial control
- Applicants who have not completed at least one independent film or video as director / creator can still apply for post-production support within the MFM Production Fund, provided they submit a complete application
- An applicant is only eligible to apply to this fund if they do NOT already have an OPEN MFM Production Fund or MFM First Film Fund grant/award. An award/grant is considered CLOSED when a final report to the Winnipeg Film Group has been received, including a DVD or film file and that all documents/materials have approved by the Winnipeg Film Group.

ELIGIBLE PROJECTS

- Eligibility is limited to projects where other funding sources do not compromise the artist's creative control.
- Priority is given to proposals from artists whose work demonstrates the development of an individual style or an expressive approach and / or a commitment to questioning and expanding the formal language of the medium.

Program Funder

Operating Funders



Canada Council
for the Arts

Conseil des Arts
du Canada



WINNIPEG
ARTS COUNCIL



**WILLIAM F. WHITE
INTERNATIONAL INC.**
A COMWEB GROUP MEMBER

MFM PRODUCTION FUND GUIDELINES

- Projects finished on film or any broadcast quality video / digital format can be considered.
- Projects seeking post production funding must submit a rough cut (DVD or print) of the project in question, along with their application.
- Projects can be submitted for consideration to each component of the Production Fund (production or post production) up to two times *only*. Once a project has been awarded any funding or services from one component, the project cannot be resubmitted to the same component for further funding or services.
- Narrative, experimental, documentary and hybrid/mixed-genre works will be considered.

INELIGIBLE PROJECTS

- Projects commissioned by any government agency or private company
- Projects where the director / artist-creator does not have or retain full artistic control
- Instructional projects
- Music videos
- Projects of a strictly commercial or promotional nature
- Industrial projects

APPLICATION REQUIREMENTS

The following is considered a complete application package:

1. A completed and signed application form
2. A project summary: including (a) *genre*, (b) *format*, (c)

length, (d) *shooting location*, and (e) *project timeline*, as well as any other production notes that may be appropriate (ie: confirmed cast and crew, etc.)

3. A description of the artistic vision of the project: including visual and sound elements (ie: director's notes, visual & sound treatment), as well as providing any other artistic context for the project that may be appropriate.
4. Script materials:
 - A one to two paragraph synopsis
 - *For dramatic projects*: a complete script in proper format is required.
 - *For other projects*: a detailed conceptual plan, outline, treatment and / or storyboard, as appropriate
5. For post-production applications: a rough or fine cut of the work in-progress or a set of dailies (print, DVD)
6. A schedule of major activities to be undertaken during the project.
7. A balanced budget and financing/funding plan, showing all expenses *and* revenues including deferrals and in-kind items.
8. An artist résumé and/or brief written biography detailing the applicant's relevant training and/or artistic activity and experience.
9. Letters of agreement pertaining to the use of any material included in the project where copyright is not held directly by the applicant (ie: script, images, music, etc.).

10. Where appropriate, documentary proposals should be

Program Funder

Operating Funders



Canada Council
for the Arts

Conseil des Arts
du Canada



MANITOBA
ARTS COUNCIL



WINNIPEG
ARTS COUNCIL



MFM PRODUCTION FUND GUIDELINES

supported by a letter of agreement from the subject(s) confirming the applicant's access to the proposed materials.

11. Supporting audio/visual materials are mandatory (up to 2 max., DVD or print):

- Independent projects where the applicant holds credit as director and / or creator, and which demonstrate the applicant's artistic vision.
- One piece per item. **DEMO REELS ARE NOT ACCEPTABLE.**
- **Without supporting material, applications will be considered incomplete.**

All audio/visual support materials must be clearly marked with the following and should also be appropriately cued:

- Applicant's name
- Applicant's role on production (ie: director)
- Project title
- Production date
- Running time
- Any special instructions for viewing the work

Please note: APPLICATIONS AND SCRIPT MATERIALS CAN BE SUBMITTED IN FRENCH.

THE SELECTION COMMITTEE PROCESS

The Selection Committee is chaired by the Winnipeg Film Group Executive Director (or an agent appointed by the Winnipeg Film Group Executive Director). In addition to the selection committee chair, the selection committee is comprised of independent film/video artists, curators, or other experts in the field, recognized for their expertise and artistic accomplishment. Selection Committee members cannot sit on a selection committee during a

round for which they have submitted an application.

Selection Committee members will self-report any potential issues regarding possible conflict of interest to the Chair and the Chair will assess the conflict of interest and any resulting actions related to the selection committee activities of said member.

The decision of the Selection Committee is final and no appeals are allowed.

The Selection Committee uses the following **CRITERIA** to evaluate proposals:

1. Artistic merit of the proposed project.
2. The significance of the proposed project on the development of the applicant's artistic career
3. Whether the applicant can successfully carry out the proposed project.

NOTIFICATION OF RESULTS

Applicants will receive written notification of the results approximately 12 weeks following the application deadline. The selection committee decision is final and no appeals are allowed.

AWARD LOGISTICS

Cash awards are provided with a percentage withheld, contingent on receipt of a final report. Services awards can be used for in-kind services provided by the Winnipeg Film Group at member rates, including equipment rentals, studio rentals and edit suite rentals.

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

Program Funder

Operating Funders



Canada Council for the Arts

Conseil des Arts du Canada



WINNIPEG ARTS COUNCIL



MFM PRODUCTION FUND GUIDELINES

- 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 Winnipeg Film Group Executive Director or an agent appointed by Executive Director prior to the changes being made.
- The **MFM PRODUCTION FUND** cannot be used for retroactive expenses. Eligible costs are those incurred after the fund deadline.
 - The following screen credit must be included on all films supported through the **MFM PRODUCTION FUND**: "This film was produced with the financial assistance of:" then followed by MANITOBA FILM & MUSIC's official logo.
 - All award recipients must participate in a one-on-one meeting with **Manitoba Film & Music** during the pre-production or the production of their films. **Manitoba Film & Music** will provide information on its programs and on its screen credit requirements to each award recipient.
 - 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.
 - 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.
 - The award recipient will NOT use funding to purchase equipment or any other capital expenses.
 - The Winnipeg Film Group reserves the right to showcase the production and / or the name of the award recipient, at no cost, in relation to its own promotional and member activities.
 - The award recipient **must** complete their project within 18 months of notification of receiving the grant. If there is no activity on the project after 12 months, or if the applicant has ceased work on the project, the award may be rescinded.
 - Cash awards are provided with a percentage withheld, dependent on receipt and approval of a final report. **Failure to submit a final report to the approval of the Production Centre Director will leave the award recipient ineligible for further funding from the Winnipeg Film Group.**

FURTHER INFORMATION

If you have questions please contact:
Milos Mitrovic, Production Centre Programs Coordinator
milos@winnipegfilmgroup.com / 204-925-3456 ext. 111

ACKNOWLEDGEMENTS

Thanks to the valuable support of **MANITOBA FILM & MUSIC** for over 10 years we have been able to assist over 200 Manitoba filmmakers create, market, and screen their films through our various Funds.

We also acknowledge the services support of William F. White.



Program Funder

Operating Funders



Canada Council
for the Arts

Conseil des Arts
du Canada



Winnipeg Film Group



WINNIPEG
ARTS COUNCIL