

**MALTA FILM FUND
APPLICATION FORM
PRODUCTION GRANT**



MALTA **FILM** FUND

Please make sure you read the Malta Film Fund Guidelines.

If you have any questions please send an email to info@mfc.com.mt or contact our office on 21 809135

General Eligibility (Please tick to confirm)

<p>ONE of the following criteria:</p> <input type="checkbox"/> Producer/s is a Maltese citizen or holds a permanent residence status in Malta; <input type="checkbox"/> Writer/s is a Maltese citizen or holds a permanent residence status in Malta; <input type="checkbox"/> Director/s is a Maltese citizen or holds a permanent residence status in Malta;	<p>And ONE of the following criteria:</p> <input type="checkbox"/> Content and location of story is based completely or partially in Malta; <input type="checkbox"/> Language to be used is Maltese; <input type="checkbox"/> Likely location of the development, production and/or post production is Malta.
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APPLICANT DETAILS

Name of PRODUCER:	
ID Card Number:	
Name of Company (<i>if applicable</i>):	
Company Registration Number:	
VAT Number:	
Contact address:	
Contact details: Telephone, Mobile, Email, Website	

APPLICATION IS FOR:

Short Film Production – New Talent	<input type="checkbox"/>	Up to €2,500 maximum grant
Short Film Production	<input type="checkbox"/>	Up to €20,000 maximum grant
Production Grant	<input type="checkbox"/>	Up to €120,000 maximum grant

PREVIOUS SUBMISSIONS:

Please indicate whether this project has been submitted previously (successful or not): YES NO

If YES please attach outline report of changes to project that have been made since the application was declined.

PROJECT INFORMATION

Project Title:	
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3 line synopsis (Log line):	
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Type (Genre):	
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Total Production Budget:	
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Category: <input type="checkbox"/> Feature Film <input type="checkbox"/> Creative Documentary <input type="checkbox"/> High Quality International TV Series <input type="checkbox"/> Short Film
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Kindly indicate whether project is intended for an animation project: <input type="checkbox"/> NO <input type="checkbox"/> YES
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Language:	
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Approx. Running Time:	
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Delivery platform:	TV <input type="checkbox"/> Cinema <input type="checkbox"/> Other <input type="checkbox"/> In the case of Other please give details:
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TARGET AUDIENCE:	
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CO-PRODUCTIONS	
Is this project intended for co-production?	<input type="checkbox"/> NO <input type="checkbox"/> YES
If YES, do you have a co-production agreement in place?	<input type="checkbox"/> NO <input type="checkbox"/> YES
If YES, please attach a duly signed co-production agreement. The agreement should include clauses as is standard practice in the film industry including amongst other things clauses which regulate the sharing of rights, the creative input of each producer.	
<i>Application for the Malta Film Fund must be made by the Maltese producer.</i>	

KEY CREATIVE TEAM MEMBER BIOGRAPHIES

List of team members (together with profile, filmography, CV (one page) – detailing previous experience and previous works in the role listed for this application – include title of works, type of works, duration (running time), year of completion, evidence of distribution i.e. proof of cinema release or broadcast, proof of exhibition at festivals etc).

Please enter a short personal biography of each team member (200 words maximum). Please add extra boxes as appropriate. Please attach separate sheet if necessary.

PRODUCER/S NAME:		
Nationality:	Residency:	ATTACH CV (NOT EXCEEDING 1 PAGES)
Bio:		

WRITER/S NAME:		
Nationality:	Residency:	ATTACH CV (NOT EXCEEDING 1 PAGE)
Bio:		

DIRECTOR NAME:		
Nationality:	Residency:	ATTACH CV (NOT EXCEEDING 2 PAGES)
Bio:		

DOP NAME:		
Nationality:	Residency:	ATTACH CV (NOT EXCEEDING 2 PAGES)
Bio:		

EDITOR NAME:		
Nationality:	Residency:	ATTACH CV (NOT EXCEEDING 2 PAGES)
Bio:		

COPYRIGHT

The applicant must provide evidence of ownership of rights for the proposed project or contract of acquisition/transfer of rights. This includes, for example, the copyright of the treatment, and the rights to production the project if it is based on another work such as a book, unpublished manuscript, play etc. Accordingly, please provide a brief narrative overview of the chain of title for this project (*i.e. this project is based on a book by (author). Writer has been commissioned to write a script based on etc).*

CHAIN OF TITLE/CLEARANCES

1. The project is:

<input type="checkbox"/> An original work	<i>In this case, please provide declaration to this effect.</i>
<input type="checkbox"/> An adaptation	<i>In this case, please provide agreements for the existing work as well as the adaptation.</i>
<input type="checkbox"/> Based on part or wholly based on a real life event/person?	<i>In this case, please provide further details of people or events, and relevant third party/ies and their involvement in the project if any.</i>

1.1 In case of adaptation, state the title and author of the original work:

2. The applicant must show that it holds the majority/minority of the rights relating to the project for which support is being sought.

Applicant is required to provide a contract covering: script. This contract must be duly signed and dated by the author(s).

PLEASE ATTACH COPY OF ANY AGREEMENTS i.e PRODUCER, WRITERS’ AND/OR CO-PRODUCTION, OTHER.

2.1 Name of author(s) of Script:

2.2 The applicant holds the rights / chain of title to the project by having:

<input type="checkbox"/>	an option agreement between the author and the applicant for an adequate duration to cover the whole production schedule and clearly setting out the conditions for exercising the option.
<input type="checkbox"/>	a contract transferring the rights from the author to the applicant.
<input type="checkbox"/>	a unilateral declaration of the transfer of rights to the applicant where the author is the producer, shareholder or employee of the company.
<input type="checkbox"/>	a co-production agreement duly dated and signed by the parties involved and clearly showing that the applicant holds the majority/minority of the rights at the date of the application.

FINANCE and IMPLEMENTATION PLAN

Finance

1. Budget Breakdown

Budget Breakdown

Please provide a budget breakdown (sample budget available on www.maltafilmcommission.com)

Total production budget of the proposed project:	€
The grant requested from Malta Film Fund: <i>(Production grants awarded may amount to not more than 50% of the entire production budget)</i>	€

NOTE: The Malta Film Fund reserves the right to negotiate amendments to the budget as a condition of funding.

2. Financing Plan

Please state in the table below the sources of finance envisaged to cover the production budget, together with their status *(In the case of confirmed financing kindly attach proof with annexes)*. **Please attach separate sheet if necessary.**

Intended Sources of Finance					
Source of Finance <i>(eg. Public support, distribution guarantees, in-kind investments, producer's own investment, deferrals or overheads)</i>	Name of Financial Partner	Date of Contract or Letter of Intent	Amount €	Status (confirmed / to be confirmed)	%

3. Finance Strategy

Describe the financing strategy for the proposed project. Please attach separate sheet if necessary.

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** financing strategy and level of confirmed financing does not apply for SHORT FILM - NEW TALENT GRANT and SHORT FILM PRODUCTION GRANT.*

Implementation Plan

4. PRODUCTION SCHEDULE

<i>Specify the time frames for each stage of the production process (eg. prep, production, post, marketing and distribution). PLEASE ATTACHED SEPARATE DETAILED OUTLINE AND LIST GENERAL TIMEFRAMES BELOW.</i>	
Description	Activity timeframe

Expected start date for production:	
Expected date of completion for your project:	

**PLEASE COMPLETE ANNEX 1 (STATE AID DECLARATION FORM)
PLEASE COMPLETE ANNEX 2 (FINANCIAL DETAILS FORM)**

DECLARATION

In submitting this application, the Applicant declares that:

- The information contained in the Application Form and documents/annexes is complete and correct, according to the terms defined in the guidelines for this call for proposals. I am aware that if I do not include all the requested material as specified in the guidelines and as listed on this application form that I am jeopardising my application which will be considered ineligible and will not be processed further.
- The applicant has complete chain of title and signed agreements covering all the rights necessary and the writer/s is the originator of the treatment or script or has majority/minority rights relating to the project being presented.
- The proposed project does not infringe the rights of a third party.
- The proposed project has not already been finalised or does not consist of any part/s which have already been finalised.
- The proposed project is for production support.
- The proposed project does not promote violence, racism and/or pornographic content. Or in any way violate the Maltese Constitution.
- In case of selection, the applicant accepts that the name and address, the type of financial support, the amount awarded will be published by the administrators of the Malta Film Fund.
- I am aware that any substantial changes to project must be notified immediately to the Film Fund Administrators (i.e. change in Writer, Producer, Director) before the results of the Malta Film Fund are announced. The applicant is duty bound to inform the Film Fund Administrators as this will have an effect on the Evaluators considerations as to whether or not to fund the project. Should changes be effected after the signing of the contract the applicant must present an official request and explain the changes from the original proposal and this request will then be put forward to the Evaluation Panel; if the panel feels that the change is justified the grant will proceed as normal; if the panels feels that the proposed changes are not adequate they may request further information. If the proposed changes are not accepted the awarding of funds may be cancelled and the applicant will be requested to refund any funds given.

I, the undersigned, declare that all the details completed in this application form are correct and accurate to the best of my knowledge, and that I understand the nature of the application and the particulars being asked. I also agree that this personal data is administered by third parties. This information will be treated with the strictest confidence.

PRODUCER Signature: _____ **Date:** _____

Name of Applicant Company (if applicable): _____

Data Protection Declaration

Personal information provided on this form is protected and used in accordance with the Data Protection Act. This programme is closely monitored by Malta Film Commission and the Ministry of Tourism. In this regard, information provided may also be forward to other third parties for the purpose of evaluation, monitoring, auditing, reporting and effecting payments which are all inherent in administering the Malta Film Fund.

SUPPORTING DOCUMENTS AND CHECKLIST

Please tick to confirm that the following requirements have been completed/attached/fulfilled:

<input type="checkbox"/>	1 original completed and signed application together with required material.
<input type="checkbox"/>	2 copies of the application form and required material.
<input type="checkbox"/>	1 copy of the application form and required material in digital format (e.g. CD/USB).
<input type="checkbox"/>	Annex 1 and Annex 2

<input type="checkbox"/>	Chain of title (evidence of ownership of rights for proposed project or contract of acquisition /transfer of rights) - Writers' / Producers' Agreement
<input type="checkbox"/>	If script is intended as an adaptation of a novel or play (and option rights are in place or a letter of intent is available), one copy of the novel and/or play should be included in the application (it is understood that this will not necessary be able to be provided in digital format).

Quality, Experience and Qualification of the Creative Team

<input type="checkbox"/>	List of team members (together with profile, filmography, CV (one page) Detailing previous experience and previous works in the role listed for this application – include title of works, type of works, duration (running time), year of completion, evidence of distribution i.e. proof of cinema release or broadcast, proof of exhibition at festivals etc).
<input type="checkbox"/>	Company Industry Profile and track record (last year) [applies for Co-Production partners], if applicable. Not more than 1 page long.
<input type="checkbox"/>	Author's statement of intent (which outlines the writer's connection to the story and what you are attempting to explore thematically).
<input type="checkbox"/>	Producer's Statement Please submit an overview/strategy from the Producer on the project, the team and the intended outcomes of the project.
<input type="checkbox"/>	Director's Statement Please submit an outline how you will treat this particular production/project (i.e in terms of techniques, casting etc. – this will help evaluators to understand your visual approach and style) and explain why this production/project matters and why will an audience relate to it.
<input type="checkbox"/>	Example(s)/samples of previous work/s on DVD or provide a URL link to show reel /previous works which can be assessed for each creative team member.
<input type="checkbox"/>	Crew List

Creativity (strength and originality) and Cultural Relevance

<input type="checkbox"/>	Synopsis – 1 page
<input type="checkbox"/>	Treatment: Feature Film – max 15-20 pages; High Quality International TV Series – max 15 pages; Creative Documentary - max 10 pages. Short Film: max 5 pages
<input type="checkbox"/>	Shooting SCRIPT
<input type="checkbox"/>	Visual Style References (that convey the look and feel of the film you wish to produce)
<input type="checkbox"/>	For Creative Documentary projects: <ul style="list-style-type: none"> - Research Material should be provided (research footage and materials concerning the main characters of the film or at least photos). - A 3 to 5 minute teaser trailer (that demonstrates style and treatment).

<input type="checkbox"/>	<p>For Animation Projects (all production grants including New Talent Grant):</p> <ul style="list-style-type: none"> - Animation Bible. A bible will include amongst other things a visual treatment, style development/design (drawn examples), character/s model sheets (drawing – at least one page per character); pose and expression concept artwork of character/s (at least 6 poses and 6 facial expressions); setting and character concept art (drawn); additional concept art – props, secondary characters, etc (optional); storyboard (reproduction in a size that fits in the notebook); - 3 to 5 minute teaser sequence for Animation projects (visualisation/proof of concept as a detailed animatic [i.e. animated storyboard, typically used to establish key element such as posing, timing, composition, style, mood and concept] or block test or sequences that can illustrate component parts of the film). - Samples of previous animation work.
<input type="checkbox"/>	<p>For High Quality International TV Series projects:</p> <ul style="list-style-type: none"> - Series Bible
<input type="checkbox"/>	<p>For Short Film Production – New Talent Grant:</p> <ul style="list-style-type: none"> - Minimum 3 minutes digital rough copy/extract of the short film that you intend to shoot (can be shot on mobile or DSLR camera) in advance.
<input type="checkbox"/>	<p>ALL PRODUCTIONS:</p> <ul style="list-style-type: none"> - Cast List - Location List - Story Board/Mood Boards - Teaser Trailer – if available.

Finance and Implementation Plan

<input type="checkbox"/>	<p>Realistic Budget, Financing Plan, Finance Strategy and Schedule Realistic production schedules (implementation and shooting) Annexe Form 1: Completed and signed 'DeMinimis' Declaration Form Annexe Form 2: Financial Details Form</p>
<input type="checkbox"/>	<p>Level of confirmed financing i.e.:</p> <ul style="list-style-type: none"> - Letters of intent from financial partners, if available; - Pre-sale/distribution or other agreements, if available.

Distribution Potential

<input type="checkbox"/>	<p>Distribution and Audience Strategy (local and international) including:</p> <ul style="list-style-type: none"> - Audience Research and Strategy - Screening, Festival and Distribution Strategy
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INSTRUCTIONS

- Refer to the Malta Film Fund Guidelines for Applicants for assistance. Application forms, guidelines and supporting documents may be accessed at www.maltafilmcommission.com
- Applications must be submitted by hand not later than 12.00 noon on Monday, 31st OCTOBER 2016.

Applications should be addressed as follows:

Malta Film Fund Action 2: PRODUCTION CALL 2016
Malta Film Commission
St. Rocco Street
KALKARA

- Applications that do not include all the requested material as specified in the guidelines will be considered ineligible and will not be processed further. Only completed applications will be accepted.
- The applicant is required to fill in the official application form and to present ONE ORIGINAL signed application form together with requested material; in addition TWO COPIES and ONE CD/USB of the application form and required material in digital format;

The submitted material should be presented in the following sequence:

- (a) Completed application form
 - (b) Requested Documentation/Annexed Forms – as listed in application form
 - (c) Additional documentation.
- The application form and requested documents/forms will be evaluated, in terms of award criteria, by the independent expert team as outlined in the Guidelines for Applicants.

IMPORTANT NOTE

The administrators of the Malta Film Fund will hold the information provided by the applicant in a paper based and computerised system. The administrators of the fund will use this information to process applications and awards in line with its published guidelines and will retain confidentiality in compliance with all applicable Data Protection legislation.

If at any point in the evaluation or implementation process sound evidence is discovered that contradicts the Applicant's Declaration below, the administrators shall disqualify the application as ineligible and, if project has been approved for funding, shall demand full reimbursement, with interest, of any payments already issued to the applicant.

Malta Film Commission
St.Rocco Street, Kalkara
Tel: +356 2180 9135
E-mail: info@mfc.com.mt
Web: www.maltafilmcommission.com