

## What is the Short Film Venture Program?

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The Short Film Venture Program assists emerging New Brunswick filmmakers who have a serious interest in establishing a career in film making and to produce a “calling card” film.

If you are a writer, producer or director, one of the ways to make a name for yourself is with a great short film; one that will highlight your talent, be seen and prove to people that you have what it takes.

If you are selected, you will have the chance to train with some of New Brunswick’s well-known filmmakers. In addition, your film could be chosen to showcase, with a premiere screening at a New Brunswick Film Festival.

### Who can apply?

- An eligible applicant means an individual who was a resident in New Brunswick on the last day of the immediately preceding taxation year (**December 31**).
- Applicants must maintain creative control over the project and own all copyright in it.
- Applicants are permitted to apply with only **one (1) submission per year**.
- Previous applicants that **were not recipients** of the grant are eligible to apply with new projects only.

#### Important:

- Applicants must be willing to take the film workshops offered by the NB Filmmakers' Co-operative workshops or present equivalent film experience.

**NOTE:** New Brunswick Film reserves the right to accept or reject any application.

### The project must be:

- The project must be of ten (10) minutes or less and presented on VHS or DVD.
- Fictional in nature (this can include parts of comedy, animation and Docu-drama).
- The medium, theme, and subject matter are up to the applicant, provided the project is suitable for general audiences.
- Whenever possible, the project must utilize production resources available within New Brunswick.
- **Projects not accepted:** Experimental, animation or documentary films will not be considered. Projects must not have started before the Short film Venture Program call date.

### New Brunswick Film contribution:

- New Brunswick Film’s contribution is limited to 25% of the total cost of the project up to a maximum of \$5,000. The funds will be disbursed as follows:
  - 1) - 70% of the contribution upon signature of the agreement.
  - 2) - 30% upon receipt of the fine cut copy and final cost report.
- You must invest a minimum of 10% of your production budget in cash. The 10% can come from other funding sources such as The Canada Council, NB Arts Board, Telefilm Canada, personal funds, family and friends.
- Commissioned works are ineligible.

**Important Dates:** Application due date: **May 31 of each year**  
Short-list: **June 30 of each year**  
Revised script: **July 21 of each year**  
Recipient notification date: **July 24 of each year**  
Completion date: **March 31 of the following year**

### Contact persons:

Raynald Couturier, Training and Development

#### New Brunswick Film

[raynald.couturier@gnb.ca](mailto:raynald.couturier@gnb.ca) or [nbfilm@gnb.ca](mailto:nbfilm@gnb.ca)

[www.nbfilm.ca](http://www.nbfilm.ca)

Tel: (506) 869-6868 or (506) 869-6869

Tony Merzetti

#### New Brunswick Filmmakers’ Coop

[tony@nbfilmcoop.com](mailto:tony@nbfilmcoop.com)

<http://www.nbfilmcoop.com>

Tel: (506) 455-1632

**FILMMAKER CONTRACT** (PLEASE COMPLETE, SIGN AND INCLUDE WITH APPLICATION)

NAME: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ PROVINCE: \_\_\_\_\_ POSTAL CODE: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_ DAY: \_\_\_\_\_ EVENING: \_\_\_\_\_

FAX: \_\_\_\_\_ EMAIL: \_\_\_\_\_

**ARE YOU A NEW BRUNSWICK RESIDENT?**  YES  NO

An eligible applicant must be an individual who was a resident in New Brunswick on the last day of the immediately preceding taxation year (**December 31**).

**PROJECT INFORMATION** (to be submitted)

Attach the following support documents, unbound and single sided, fastened using brass brads, paper binder clips only. Remember to keep a copy for yourself. You must submit **three (3) copies** of all documents as set out hereinafter to **NEW BRUNSWICK FILM by delivery or by post at the address below:**

- Title of project
- Length of project :(*Completed project must be of 10 minutes or less*)
- Script
- Synopsis
- Director's Notes (*Explain your vision or notes on how you plan to shoot the film*)
- Production Plan
- Budget and Financing Plan (*including budget and projected financing*)
- Market Potential (*distribution and marketing plan to sell the film*)
- A brief summary including previous production credits and training information (*workshops, seminars, conferences, school courses, etc*)
- Personal Goals Statement (*filmmaking goals for the future and describe how this project will help you obtain your goals*)
- Chain of Title Documentation (*if applicable*)
- Supplemental Film or Tape Material on **VHS or DVD**
- Confirmation that the film has been produced solely utilizing New Brunswick labour and resources, and/or details on non-New Brunswick resources utilized in production (if any).

All submitted work must be **addressed to New Brunswick Film**, labeled with the title of the work, your name, address and telephone, and/or fax number. Precautions for safe return of material immediately after adjudication will be taken, but New Brunswick Film does not assume responsibility for work lost or damaged in transit.

**PLEASE NOTE:**

By signing this contract, I confirm that I have read and agree to the terms and conditions set forth in **the New Brunswick Film Short Film Venture Program Application, Guidelines and Frequently Asked Questions**, and will participate in any training programs as required.

***I agree that I am entering in an agreement with New Brunswick Film and that I am committed to completing this project.***

\_\_\_\_\_  
Signature of Filmmaker

\_\_\_\_\_  
Date

**BUDGET AND FINANCIAL PLAN (PLEASE COMPLETE AND INCLUDE WITH APPLICATION)**

**PROJECT TITLE:** \_\_\_\_\_ **FILMMAKER'S NAME:** \_\_\_\_\_

**LENGTH:** \_\_\_\_\_ minutes

**SUMMARY BUDGET**

**AMOUNT (in dollars)**

Scriptwriter	\$	_____
Filmmaker		_____
Actors		_____

**TOTAL ABOVE-THE-LINE** \$ \_\_\_\_\_

Production Crew		_____
Art Department:		_____
Equipment:		_____
Camera	\$	_____
Lighting		_____
Sound		_____

Transportation	\$	_____
Location Expenses: (rentals, craft services)		_____
Film & Lab: (film, tape stock, processing, video transfer)		_____
Other (specify)		_____

**TOTAL PRODUCTION** \$ \_\_\_\_\_

Editors: (picture & sound) (attach list of roles, names, etc)	\$	_____
Equipment rentals (attach list and costs)		_____
Other (specify)		_____

**TOTAL POST-PRODUCTION** \_\_\_\_\_

Insurance	\$	_____
General & Administrative (overhead)		_____

**TOTAL OTHER** \$ \_\_\_\_\_

**GRAND TOTAL** \$ \_\_\_\_\_

**FINANCIAL PLAN**

<b>Source of funds</b>	<b>Amount</b>	<b>Pending/ Confirmed</b>
NB Film Venture Program	\$ _____	_____
NB Filmmaker's Co-op	_____	_____
Crew Deferrals	_____	_____
Cast Deferrals	_____	_____
Sponsors contribution	_____	_____
Director / Producer Investment	_____	_____
Other (specify)	_____	_____
<b>TOTAL</b>	<b>\$</b> _____	_____

**Note:** With the summary budget form enclosed, please provide additional information and detailed budget expenses such as production crew listing with positions, number of days work, rate, etc...on a separate sheet.

## GUIDELINES AND FREQUENTLY ASKED QUESTIONS

### HOW ARE THE RECIPIENTS SELECTED?

- Applications are reviewed by New Brunswick Film staff to ensure that they are complete (incomplete applications are rejected).
- Completed applications are submitted to a jury comprised of representatives of New Brunswick Film, the New Brunswick Filmmakers' Co-operative and others if necessary at the discretion of New Brunswick Film.
- The jury will assess applications and select a shortlist of applicants to move to the second stage of selection. The short listed applicants will receive script notes and will have to opportunity to work with story consultants on the jury to present a revised script.
- Based upon the revised script reviewed by the jury, a final selection will be made of recipients of New Brunswick Short Film Venture Program Grants.

### IF I AM SELECTED, DO I HAVE TO TAKE THE INTRODUCTORY WORKSHOPS?

Yes. New Brunswick Film is funding this program to develop professional filmmakers. Participants must show a commitment to upgrading skills, knowledge and experience. Please note that equivalent experience exemptions can be given based on resume.

### WHERE ARE THE WORKSHOPS HELD?

Workshops in English are given at the New Brunswick Filmmakers' Co-operative, (506) 455-1632, [www.nbfilmcoop.com](http://www.nbfilmcoop.com).

### IN THE 10% CASH CONFIRMED REVENUE IN OUR PROPOSED BUDGET, CAN DEFERRALS BE COUNTED?

No, not as part of the 10% - these are monies that you are expected to raise. Deferrals can otherwise be part of the budget.

### DO I INCLUDE THE AMOUNT THAT I AM APPLYING FOR IN THE FINANCIAL PLAN?

Yes. Include it labeled "pending" in source of funds.

### WHAT IS INCLUDED IN THE SERVICES PROVIDED BY THE SHORT FILM VENTURE PROGRAM SERVICE SPONSORS?

The New Brunswick Filmmakers' Co-operative and its service sponsors, may donate, defer or defray costs to their specified limit in the following areas:

- Film stock, processing and video transfer
- Equipment rental (camera, sound, lighting, editing)
- Post-production

### MAY I CONTACT THE SERVICE SPONSORS TO GET DETAILS?

Please contact New Brunswick Film or New Brunswick Filmmakers' Co-operative with any questions. If you are awarded the program grant, we will facilitate your relationship with the service sponsors.

### WHAT COMMITMENT MUST SELECTED FILMMAKERS' MAKE?

If you are selected, you must agree to:

- Produce a film or digital video no more than 10 minutes in length.
- Complete your film by **March 31 of the following year**.
- Fulfill all other requirements detailed in your participant's contract.
- Participate in introductory workshops.
- Be willing to work with an established industry professional that will act as your mentor - offering advice, expertise and support through every phase of the program.

### DOES NEW BRUNSWICK FILM OWN MY SHORT FILM VENTURE PROGRAM FILM?

- No. You retain copyright and ownership of your film.

#### HOW ARE SHORT FILM VENTURE PROGRAM FILMS DISTRIBUTED?

- New Brunswick Film encourages the filmmaker to develop a program with a target audience in mind and to initiate activities that will generate audience interest.
- The method of distribution is the responsibility of the applicant who may choose to engage a distributor, sales agency, and/or embark upon his or her own distribution of the program.
- Regardless of the distribution method selected, New Brunswick Film requires the applicant to provide a comprehensive distribution plan and to inform New Brunswick Film of any and all sales and/or distribution agreements made prior and subsequent to the program's completion.
- New Brunswick Film and its partners will retain the right to exhibit (non-commercially) the program for promotion and will notify the producer of any such screening before its occurrence. Also New Brunswick Film reserves the right to submit the film for consideration at any film festivals held in any cities in New Brunswick.

#### HOW ARE NEW BRUNSWICK FILM AND ITS PARTNERS LISTED IN THE SHORT FILM VENTURE PROGRAM FILM CREDITS?

- New Brunswick Film and the Short Film Venture Program Partners shall receive a tail credit on all copies of the film and on the publicity materials related to the program.
- The credit shall essentially have the following form: "Produced with the participation of (**partner**) and New Brunswick Film" and "Created through the New Brunswick Film - Short Film Venture Program" must appear in all publicity materials. The credit shall be equal in size to the filmmaker credit.

#### WHAT OTHER LEGAL REQUIREMENTS MUST BE MET BY THE SELECTED FILMMAKER?

New Brunswick Film Short Film Venture Program selected filmmaker must acknowledge that:

- Filmmaker must provide proof of chain of title for all copyright material used in the film.
- The relationship between the applicant and New Brunswick Film shall not be deemed to constitute a partnership or joint venture. The applicant shall not have the right to incur any debts nor to make any commitment of or on behalf of New Brunswick Film.
- The applicant agrees that the name of New Brunswick Film shall not be used in conjunction with the project other than as specified in the contract.
- New Brunswick Film requires that the applicant provide a semi-annual production status report.
- Award recipients must provide copies of receipts for proof of expenditures.
- The applicant is advised to become familiar with the possible tax consequences of this award.
- Insurance obtained by the filmmaker in relation to the program shall name New Brunswick Film and its partners as named insurers.

#### HOW AND WHEN MUST THE FINISHED SHORT FILM VENTURE PROGRAM FILM BE DELIVERED?

##### IMPORTANT:

Selected filmmaker must complete and deliver the fine cut copy, the final cost report including photos, credit lists, a copy of advertising or marketing materials, a revised synopsis and a **VHS or DVD copy** of the film for our records to New Brunswick Film no later than **March 31 of the following year** and must comply with all delivery requirements of New Brunswick Film.