

# IFP/Chicago PRODUCTION FUND 2009 Application

## Deadline: September 30, 2008

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The IFP/Chicago Production Fund provides \$100,000 worth of in-kind goods and services, including film from Kodak, a Fletcher Chicago camera package and editing with Black Cat Productions. A full itemization of the 2008 services will be available at [www.ifpchicago.org](http://www.ifpchicago.org).

### REVIEW CRITERIA

A panel of industry professionals will review all submitted project proposals and select the finalists based on the following criteria: artistic content, creativity of idea/script, demonstrable talent as shown by work samples and supporting materials, experience level of assembled team, highlighting of the Midwest region and its film community, and the feasibility of completion within the given time frame. The first review of scripts is done "blind" by the panel without the names of the recipient attached to the project. The panel will then select the recipient of the fund based on in depth interviews with all finalists. IFP/Chicago reserves the right not to award the production fund.

### ELIGIBILITY

- The applicant must be an IFP/Chicago member in good standing.
- The applicant must be a current resident of the IFP/Chicago region (Illinois, Indiana, Iowa, Kansas, Kentucky, Michigan, Missouri, Nebraska, Ohio, and Wisconsin).
- The project must be shot in the IFP/Chicago region (Illinois, Indiana, Iowa, Kansas, Kentucky, Michigan, Missouri, Nebraska, Ohio, and Wisconsin).
- The applicant must be one of the key creative personnel, i.e., writer, director, producer, or director of photography.
- The applicant is required to submit his/her original screenplay or that of another from whom the applicant has received written permission to submit the work.
- Only narrative works with a running time of 15 minutes or less are eligible.
- Project must originate on film stock (16mm or 35mm) and are encouraged to finish to film.
- This is a production fund, not a completion grant. Therefore, principal photography on the project must not begin prior to the award being granted.

- The winning project must be completed within one year. The deadline for delivery of the finished piece on video (Digibeta, Beta SP, HD, or DVD) or film (35mm) is October 2007.
- The applicant may submit more than one proposal. Each proposal requires a separate entry fee and a completed application.
- IFP/Chicago board members are not eligible to apply.
- Completed applications must be postmarked on or before September 1, 2007

## APPLICATION REQUIREMENTS

### FIRST Round Deadline: September 30th

Each application must include the following elements and materials:

- Proof of IFP membership or a completed membership application with payment.
- A non-refundable \$50 entry fee, payable to IFP/Chicago.
- A story synopsis, the screenplay and a creative treatment.
- A release form from the writer, when applicable.
- Biographies and/or resumes of ALL key collaborators (writer, director, producer and director of photography).
- Contact information for one professional reference
- An estimate of the total project budget. Applicants should review carefully what is provided by the grant when budgeting their projects. See 'Budget and Cash Requirements' below
- Work samples and supporting materials (including tapes, reels, writing samples, or other appropriate documentation) highlighting the previous experience of all key collaborators (writer, director, producer and director of photography)

**Finalists will be notified by October 1<sup>st</sup>, and will have three weeks to assemble the following:**

- A completed questionnaire (see attached).
- A production schedule that includes pre-production, production, post-production, and targeted completion dates and projected number of shooting days.
- An itemized budget. Applicants may use the budget form included in the application packet or submit a similar budgeting form, including specifics of payment of expenses (cash/in-kind/grant).

#### IFP/Chicago

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## **BUDGET & CASH REQUIREMENTS**

The IFP/Chicago Production Fund, unfortunately, does not cover every production cost for the making of a short film. The filmmaker is free to obtain additional sponsorships on his/her own to cover additional costs. The budget submitted should include the estimated out-of-pocket expenses that the filmmaker expects to spend. Please look carefully over what the Fund provides while drafting your budget and consider what other line items you will pursue as either free or in-kind donations and what will be actual hard costs. In addition, most vendors sponsoring the Fund are located in the Chicagoland region. Your budget should reflect this fact and take into account accordingly, transportation, housing, and shipping costs. Also, do not forget to account for production insurance. It is a requirement and its cost should be reflected in your budget.

## **SPONSORS**

The Production Fund is sponsored by: **A to B Rentals, Inc., Astro Lab Filmworkers, Black Cat Productions, Chicago Film Office, Directors Guild of America, Kodak, Entertainment Partners, Fletcher Chicago, NoLo Digital, Illinois Film Office, Independent Film Channel, Tim S. Kelley, Attorney at Law, Maestro-Matic, Midwest Stunts, RSL Rentals, Screen Actors Guild, and Tenner Paskal & Rudnicke Casting.**

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## PRODUCTION FUND 2009 Questionnaire

*If chosen, Finalists will have three weeks to complete this questionnaire.*

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***Please answer the following questions on separate sheet(s).***

1. What will be the estimated running time of your finished film?
2. What film format are you planning on using and what will your approximate shooting ratio be?
3. How many vehicles do you anticipate using to transport people, props, equipment, etc.?
4. What are your power requirements? Will you require the use of a generator?
5. How many sets/locations are in your shoot?
6. Will any portion of your shoot take place in a studio or sound stage?
7. In what counties/cities/states will you shoot? Will they require permits for your locations? How much will your permits cost?
8. Will you require police/fire department supervision due to municipal or state law for any part of your shoot?
9. How will you provide catering or meals during your shoot?
10. Does your shoot involve children? If so, are you familiar with your state's child labor provisions pertaining to the film industry?
11. Does your shoot involve animals?
12. What type of insurance coverage are you planning on purchasing and who is the vendor?
13. Will you have your negative cut, and if so, where?
14. How will you create opening and closing credits?
15. Will you use subtitles in your film?
16. Will you purchase stock footage for this film?
17. Are you familiar with copyright and clearance issues? Do you plan on obtaining the appropriate rights/releases to use copyrighted materials and trademarks?
18. How many special effects/stunts do you have in your film? Please describe in detail each special effect/stunt. Who will perform or help coordinate your stunts?
19. How are you planning on insuring safety on your set?
20. What other funding sources are you approaching for your production?
21. What additional vendors are you approaching for donations?
22. Do you belong to any other film organizations? Can they assist you in getting discounts and donations?
23. What do you plan to do with your finished film?

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## PRODUCTION FUND 2009 Application Form

**\*\*\*Note: Please print or type.**

Name: \_\_\_\_\_

IFP/Chicago Membership number: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_

Zip: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Title of project submitted: \_\_\_\_\_

I have enclosed:

- \_\_\_\_\_ Proof of IFP/Chicago membership
- \_\_\_\_\_ For new members only: IFP/Chicago membership application with appropriate payment
- \_\_\_\_\_ \$50 check or money order payable to IFP/Chicago
- \_\_\_\_\_ Story Synopsis, the screenplay, and a creative treatment
- \_\_\_\_\_ Writer's Release
- \_\_\_\_\_ Biographies of all key personnel
- \_\_\_\_\_ Contact information for one professional reference
- \_\_\_\_\_ An estimate of the total project budget
- \_\_\_\_\_ Work samples and supporting materials

Mail your application packet on or before Friday, September 1, 2007, or deliver it to the IFP/Chicago Office the latest by 4pm on that day.