

## LIFT PRODUCTION SUPPORT PROGRAM: PRODUCTION/POST-PRODUCTION APPLICATION

**Application Deadline: Monday, May 30<sup>th</sup>, 2011 at 5:00 PM**

### Introduction

In an effort to foster independent filmmaking, LIFT has made up to \$20,000 in equipment credits available to eligible Associate and Full LIFT members.

The funds are intended for production or post-production purposes. A single project can receive a maximum of \$2,000 in equipment credits. Filmmakers at all levels of experience are welcome to apply. To be eligible for consideration, the application must be completed in full. Please note that there is no retroactive funding.

### Eligibility

1. All Associate and Full members in good standing as of April 30<sup>th</sup>, 2011 and on the application deadline are eligible to apply. All outstanding debts must be paid in full prior to applying.
2. First time filmmakers and students may apply.
3. LIFT Grant recipients from 2010 are ineligible. Previous grant recipients may apply after one grant deadline has passed.
4. Anyone who has previously received a LIFT Production grant must have completed their previous project, and submitted final reports and final copies of the work to LIFT, before they can apply for a new project and/or waived the grant for projects not completed.
5. Applicants must hold, and retain, creative and editorial control, as well as copyright to the project for which they apply.
6. Applicants may apply for funding for only one project per application deadline.
7. Collaborative projects are eligible to apply. One collaborator will submit the project in their name, but the application must include résumés for all participants.
8. Interdisciplinary projects are welcome, however, film must play a role in the project.
9. The following types of projects are ineligible: industrial or corporate projects; calling card films; student projects; music videos; conventional forms of theatrical and television entertainment, such as police dramas, movies-of-the-week and news reports; post-production projects that have no creative element, such as blow-up processes, transfers from one format to another, or subtitling.

### Budget Requirements

1. Requests for development funds, promotion, distribution or packaging costs will not be accepted.
2. Filmmakers can apply for 100% of their total budget.
3. If the request is less than 10% of the total budget, applicants must explain why LIFT's contribution would be significant to their film.
4. Applicants must submit a detailed budget outlining how the credit requested from LIFT will be used.
5. All budgets must be detailed and balanced. The total of the expenses must match the total of the revenues.
6. Budgets must include a detailed list of all the revenue sources, pending or confirmed, and the amount requested from each source.

### Application Procedure

A grant application includes: a completed and signed application form; additional written materials as required; and support material as required.

1. You must provide three copies of your application, plus the original (for a total of four copies), for review and assessment by the LIFT jury. These copies, including all written attachments, must be collated and numbered, on white 8 1/2" x 11" paper. Only one copy of each visual support material is required.
2. Grant applications and all support material must be received by 5:00 PM on Monday, May 30<sup>th</sup>, 2011 by mail or dropped off in person. Absolutely no fax or email applications will be accepted.
3. Late, incomplete, or ineligible applications will not be accepted.

### Selection Criteria

LIFT supports film-based projects that offer something unique, whether in aesthetic exploration, social relevance, and or cultural contribution. Projects should demonstrate artistic integrity, originality, and vision. The jury will take into account the demonstrated ability to complete the project. Projects may be intended for any presentation method or context.

Unfortunately, due to financial constraints, all projects meeting the criteria may not receive funding.

- All jury decisions are final.
- Jury comments are confidential and will not be released.
- The jury is not obliged to award all the equipment credit available.

### If You Receive a Grant

1. The filmmaker must be a Full member in good standing, and must sign a contract with LIFT before the award is released. Successful Associate members must upgrade to Full, following regular membership upgrade procedures.
2. Recipients of a grant must acknowledge LIFT's support in their film credits. Logo and wording will be provided.
3. Upon completion of the film, the filmmaker must submit a report and summary of expenditures, along with any pertinent information about the film (e.g. promotional material, awards, etc.).
4. If after one year of the contract signing the film is not complete, written progress reports and summary of expenditures to date, must be provided to LIFT.
5. Grants that are unused or partially unused after two years will be voided. Credits will not be made available to the granted individual after this time.
6. Successful applicants must provide LIFT with a final copy of their completed film for our records.
7. Grant recipients agree to allow for LIFT to use stills and/or project information in promotional and funding applications. LIFT will full credit and attribute any documentation used in promotional materials.
8. Equipment credits are non-transferable. Equipment credits cannot be applied to membership dues, workshops, miscellaneous office fees, other projects outside of grant proposal, keycard purchase or LIFT Store items.

### Questions

If you have any questions about the application, inquiries can be made to [submissions@lift.on.ca](mailto:submissions@lift.on.ca)

**Contact Information**

First name:

Last name:

Daytime#:

Evening#:

Email:

Membership level:  Associate  Full Expiry date:

Street address (and unit number):

City, Province:

Postal code:

**Project**

Project title:

Your role in this project:

Production format:  Regular 8mm  Super 8mm  16mm  35mm  Video  Other

Exhibition format:  Regular 8mm  Super 8mm  16mm  35mm  Video  Other

Technical specs:  Colour  BW  Sound  Silent Proposed Length:

Is this your first film?  Yes  No Are you a full time student?  Yes  No

Have you ever received a LIFT grant?  Yes  No If yes, what year? If yes, what project?

Did you meet all the reporting and credit requirements?  Yes  No

Brief synopsis of the film (one paragraph only, please):

**Budget Summary**

(A) Total cost of the project:	\$		
(B) Total equipment services request from LIFT:	\$		
Other sources of funding:			
(C)	\$		<input type="checkbox"/> Pending <input type="checkbox"/> Confirmed
(D)	\$		<input type="checkbox"/> Pending <input type="checkbox"/> Confirmed
(E)	\$		<input type="checkbox"/> Pending <input type="checkbox"/> Confirmed
(F) Total:	\$		<i>Note: (A) must equal to (B) + (F)</i>

VISUAL SUPPORT MATERIAL

**Super 8, 16mm, 35mm film or DVD Format Only. Application Deadline: Monday, May 30<sup>th</sup>, 2011 at 5:00 PM**

**Note**

Applicants may submit up to three pieces of support material (including works in progress). The support material should be listed in order of importance, with the first being the most relevant to the proposed project. It is very unlikely that jurors will have time to review more than ten minutes of work per applicant. Submit only complete films and videos, demo reels will not be viewed or considered. All support material must be clearly labeled, and on individual tapes or discs. If you are providing stills, writing, or work in other mediums please attach a separate sheet detailing these items, include a maximum of ten stills and/or pages. LIFT will not be held responsible for unidentified or mislabeled materials. Unclaimed support material will be disposed of. All results will be released by early-July 2011.

Is this a work in progress? Is the principal photography complete?		<input type="checkbox"/> Yes	<input type="checkbox"/> No — <i>If not, please attach a list of scenes remaining to be shot.</i>
1. Title:			
Your role:		Production format:	
Running time:		Presentation format:	
Relevance to the project for which you are applying:			
2. Title:			
Your role:		Production format:	
Running time:		Presentation format:	
Relevance to the project for which you are applying:			
3. Title:			
Your role:		Production format:	
Running time:		Presentation format:	
Relevance to the project for which you are applying:			

## SUPPORT MATERIAL

Your application is not complete unless the following materials are included.

- 1. A Detailed Project Description (mandatory)**  
Describe the idea behind the project. If this project represents a significant departure from your previous work, please discuss. Maximum three pages.
- 2. Script/Storyboard/Treatment/Research (optional)**  
For dramatic/narrative projects, a draft script may be provided. For documentary projects, a treatment and a detailed description of your research is optional. For experimental projects and animation, a planned visual and sound treatment. Storyboards may be accepted for any project.
- 3. A Detailed Budget (mandatory)**  
The budget must show details of revenue and expenditures.
- 4. Résumés/Confirmation Letters (applicant CV is mandatory - personnel CVs/letters optional)**  
Describe your relevant training and/or experience. If applicable, include résumés and confirmation letters from your key personnel (i.e. producer, cinematographer, etc.).
- 5. Visual Support Material**  
The application must include support material in the form of a completed film, video, installation documentation (documentation of work in any medium is also eligible for submissions). First time filmmakers must also provide visual support material (i.e. photographs, collages, storyboards, etc.). Submit only complete films and videos, demo reels will not be viewed or considered
- 6. Other Materials (production schedule mandatory, other material optional)**  
Describe your marketing and distribution plans, and your production schedule. Maximum one page.

## Checklist

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- Total of four copies of the complete package (includes the original completed package), including:
    - Project Description/Budget Summary
    - Script/Storyboard/Treatment/Research (if applicable)
    - Detailed Budget
    - Résumés/Confirmation Letters (as applicable)
    - Marketing and Distribution Plans (if applicable)
    - Production Schedule
    - Visual Support Material (only one copy per piece). Submit only complete films and videos, demo reels will not be viewed or considered.
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I am an Associate or Full member in good standing. I will retain total creative control and copyright of this project.  
All the information in this application is accurate and true.

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Signature

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Date