



Investing in the development of New Zealand film and moving image makers

Independent Filmmakers Fund

Application Guidelines

The Independent Filmmakers Fund – a partnership

The Independent Filmmakers Fund is a partnership between Creative New Zealand and the New Zealand Film Commission. This fund replaces the former Screen Innovation Production Fund. The closing date for the 2009 funding round is **Friday 12 June 2009**.

Purpose of the Fund

The purpose of the fund is to invest in **exceptional, innovative, high quality, non commercial projects by experienced film and moving image makers** striving to engage audiences throughout New Zealand and beyond. Annually, this fund will award grants for production and/or post-production proposals in two categories in the following filmmaking genre:

- [experimental film](#)
- [short film](#) *
- [feature film](#)
- [documentary film](#)
- [dance film](#)
- [animation](#)
- [moving image art projects](#) **

* Short Film proposals intended for the Short Film Fund Executive Producer Scheme may not apply to Category One.

** Moving Image art projects encompasses visual arts projects which draw upon filmmaking practice. This may include fine art video projects, installations and experimental multi-disciplinary projects which are intended for presentation/exhibition within a visual arts context.

Category One: Grants of up to \$70,000 per project for experienced film and moving image makers, who have achieved a high level of success in their field, to complete a project ready for distribution/exhibition.

Category Two: Grants of up to \$30,000 per project for film and moving image makers to complete a project ready for distribution/exhibition.

Funding is not available for music videos, educational videos, commercial and/or made-for-television programmes, work or projects to be assessed as part of the course work for tertiary study.

Eligibility

Category One: Grants of up to \$70,000 per project for experienced film and moving image makers, who have achieved a high level of success in their field, to complete a project ready for distribution or exhibition.

Applicants must demonstrate that they have achieved a high degree of success in their field:

- International and national distribution/exhibition of previous film and moving image projects (e.g. to have exhibited work at film festivals/exhibitions, to have work presented at recognised commercial and/or non-commercial venues)
- International and national recognition (e.g. reviews, awards, references)
- A substantial professional body of film and moving image work

Each project should have:

- A senior adviser who will be responsible for ensuring the project is delivered on time, on budget and is of high quality (e.g. producer, senior mentor, kai whakahaere, curator, gallery director)
- Key recognised head of departments attached (if relevant).

Filmmakers would normally apply to Category One for long-form projects with durations over 44 minutes (production and/or post production proposals) but this does not exclude moving image artists of a senior level from applying for shorter projects.

Category Two: Grants of up to \$30,000 per project for film and moving image makers to complete a project ready for distribution/exhibition.

Applicants must demonstrate that they have a significant track record and that they have achieved:

- National distribution/exhibition of previous film and moving image projects (e.g. to have exhibited work at film festivals/exhibitions, to have work presented at recognised commercial and/or non-commercial venues)
- National recognition (e.g. reviews, references)
- A body of work
- Achieved success in their field independent of a training institution

Each project must have:

- A senior adviser/mentor attached to the project.

Application Requirements

Applicants are required to complete the Independent Filmmakers Fund Application [Form](#). This is available from the Independent Filmmakers Fund section of the Creative New Zealand [website](#). You must also include the following information in the body of the application under the headings below:

1. **The Idea:** What is it you want to do? This is a “snapshot” of your project and should include basic project information, such as synopsis, length, format, amount requested, and key personnel involved.
2. **The Process:** How will you carry out this project and when and where will it occur? Depending on your project needs, some or all of the following points should be included in your application:
 - Director notes: are vitally important for the assessment panel to understand the director’s passion and vision - the motivation behind the project;
 - Producer notes: i.e. how will the director's vision be achieved on time and on budget;
 - Writer’s notes should also be included where applicable;
 - Storyboards where relevant (e.g. animation projects) and/or visuals that represent the style and tone of your projects;
 - Treatment, character notes;
 - A script or detailed project description (for non-script based projects such as documentary or experimental work).
3. **The People:** Who is involved?
 - Please include a full artistic CV with detailed distribution/exhibition and professional history;
 - Please include applicant information including background information on key personnel involved (e.g. previous work and projects by writer, director, producer, possibly key cast, the cinematographer, editor);
 - You should also include letters from senior advisors and key heads of department confirming their involvement with the project. This is important for Category Two and vital for Category One.
4. **The Budget:** How much will it cost? Please provide a detailed budget for production/post production. Applicants should finish their projects on the following formats: 35mm, HD CAM, Digital Beta, Beta SP or DVD. Any other format must be approved by Creative New Zealand and New Zealand Film Commission.
 - Filmmakers are expected to include distribution and marketing expenses within the production/post production budget submitted as part of their proposal (i.e. duplication costs, festival submission fees or exhibition presentation costs). Distribution and marketing expenses requested from the Independent Filmmakers Fund may not exceed 10% of the total budget;
 - Filmmakers are encouraged to consider that when they are distributing their film they are likely to need a selection of strong publicity stills. This should also be allowed for within the marketing and expenses allocation of their budget;
 - Filmmakers are encouraged to include fees within their budgets;
 - Applicants are expected to explore the widest possible range of sources of goods and services for the most economical quotes;
 - Please note that IFF cannot support the purchase of capital items e.g. computer, camera.

5. **Innovation**: Explain the way you are using innovation in the creation/production/delivery of the project.

Innovative film practitioners will be actively investigating new ways of working and taking artistic risks. Actual innovation will depend on context (when and where the project is to happen) and may be in the form of the work, the process of creating the work, the way in which the work is presented, the ways the work engages with its audiences and/or in the way in which skills and techniques are passed on.

Please only address questions 6 and 7 if you feel these areas are relevant to your project. If you would like to discuss this with the Fund Adviser please contact iff@creativenz.govt.nz

6. **Cultural Diversity**: State how the practice and results are culturally diverse
7. **Community Arts Participation**: Describe the community arts participation benefits your project can offer.

Long term potential of the project

8. **Audience**: You should include information about the audience you intend your film to appeal to. You could think about the following questions. Who is your film for? Who will see it? Where will it be screened/be exhibited? Are you aiming for festival screenings? If so, which festivals? If you are aiming for your film to be exhibited within a gallery context, you should include a letter from the gallery committing to exhibiting your work.

You also need to describe how your project is likely to endure and have significance beyond its first screening/exhibition. You must include a distribution plan with your application which outlines opportunities (either potential or confirmed) for the completed project.

Result: You must also include information on how your project will deliver to the following result that Creative New Zealand and the New Zealand Film Commission is seeking through the purpose of the fund: *exceptional, innovative, high quality, non commercial projects by experienced film and moving image makers striving to engage audiences throughout New Zealand and beyond.*

Please supply two unbound copies (on regular A4 paper, black and white, and Portrait orientation) of your application.

Support Material

It is strongly recommended that support material be submitted. Support material includes letters of recommendation, articles, reviews and examples of your previous work. Please include letters of support from up to **three** relevant referees.

Copies of previous work should be submitted on DVD (**5 copies**) or by website links. This material must be of good quality, and be relevant to the proposed project, or alternatively, it should illustrate the quality of production the applicant is capable of. Please indicate the relevance of the support material to the application, for example, is it a sample of the director's recent work or is the footage relevant to the project currently being assessed for funding. The contents must be clearly labelled.

Applicants seeking **post production funding** must include support material (footage, preferably a rough-cut) relating to the submitted project. If the footage is not yet at a rough-cut stage, a shooting script should be provided. For non-narrative projects, the director should supply the assessment panel with a project description/treatment i.e. the approach to editing (pace, how the elements will be used, story arc/structure, the vision for the finished film, etc).

If the support material is longer than 3 – 5 minutes and you want to ensure the panel view significant sequences, the applicant should include time-code (in/out points) on the label to guide the assessors.

Please note that Creative New Zealand does not return support material.

Assessment

There will be one funding round per year. The closing date for the 2009 funding round is **Friday 12 June 2009**, with applicants informed of funding decisions by 11 September 2009.

Recommendations for funding will be made on the basis of providing support for projects assessed as being artistically strong and which exhibit the strongest potential to realise the purpose of the Fund.

Applications to the Independent Filmmakers Fund will be initially assessed by the Fund Adviser. The proposals are then copied and sent out to the Independent Filmmakers Fund panel for assessment. To decide the strength of a proposal there are two types of assessment – artistic and strategic.

Recommendations for funding will be determined at a meeting of the Independent Filmmakers Fund panel chaired by a member of the Arts Board. Funding recommendations will be signed off by the Chair of the Arts Board of Creative New Zealand and the Chair of the New Zealand Film Commission.

Artistic Assessments: Applications will be assessed against the following criteria:

1. **The Idea:** You will be assessed against the strength and clarity of your idea
2. **The Process:** You will be assessed on how well thought out and realistic the (creative or practical) process, planning and timeline are.
3. **The People:** You will be assessed on the level of ability and experience of individuals/ organisations involved.
4. **The Budget:** You must ensure that supporting financial information is realistic and the figures are accurate.
5. **Innovation**
6. **Cultural Diversity** (where relevant)
7. **Community Arts Participation** (where relevant)
8. **Long Term Potential of the project**

Strategic Assessment: On the basis of the information supplied in the proposal, the assessors will consider how strongly this proposal would deliver to, and realise the purpose of the Fund which is to invest in exceptional, innovative, high quality, non commercial projects by experienced film and moving image makers striving to engage audiences throughout New Zealand and beyond.

Conditions

See the Creative New Zealand Contestable Funding Guide for general information on project [eligibility](#). Applicants should also take into consideration the following points when planning an application:

- This fund is open to New Zealand filmmakers defined as a person with a professional track record who is a citizen of New Zealand or has New Zealand permanent residency status.
- All applications must have significant New Zealand content, as defined by Section 18 of the New Zealand Film Commission Act 1978. For further information please refer to the New Zealand Film Commission website www.nzfilm.co.nz.
- Filmmakers who have received production funding through the Screen Innovation Production Fund may apply for post production funds via the Independent Filmmaker Fund. However projects that have received Screen Innovation Production Fund post production funding are not eligible to apply for further post-production funds from the Independent Filmmakers Fund.
- There is no guarantee that applicants applying for post production funding to the Independent Filmmakers Fund, having previously received production funding from the Screen Innovation Production Fund, will receive a post production grant. Any such application will be assessed on its merits alongside all other applications in the round.
- Filmmakers are eligible to receive one Independent Filmmakers Fund grant only per project. No applicant can apply for support from the Independent Filmmakers Fund until they have successfully acquitted a previous grant from the Screen Innovation Production Fund or the Independent Filmmakers Fund.
- Filmmakers will be expected to complete films funded through the Independent Filmmakers Fund within two years from the date funding is received. **Two copies** of the project completion report and two copies of the completed film must be delivered to Creative New Zealand within three months of project completion. One copy of the completed film will be kept with the New Zealand Film Commission for their records. You will be asked to indicate on the project completion report whether you would like Creative New Zealand staff to deposit the other copy of the completed film with the New Zealand Film Archive.
- **Project changes and extensions** to films must be submitted in writing and approved by both Creative New Zealand and the New Zealand Film Commission. All applicants requesting such changes must contact Creative New Zealand staff for the relevant form.
- Filmmakers will be expected to complete their projects within the budget and to the standard specified in their proposal.
- Given the limited funds available, applicants proposing to shoot on film may need to consider finishing their projects to a broadcast quality video format such as HDCAM and/or Digital Beta. There may be an opportunity for short film (or a feature) to finish to 35mm via the New Zealand Film Commission post production fund for [short films](#) or [feature films](#).

NB: An invitation to a qualifying film festival does not guarantee an application will be approved by the NZFC, especially if the film festival accepts digital formats, so it is very important that your project is completed within the IFF budget and ready for exhibition and distribution.

- Applicants who receive financial support from the Independent Filmmakers Fund are required to acknowledge the fund in all publicity and in required film and/or project credits. The fund should be acknowledged through the use of the New Zealand Film Commission logo and the [Creative New Zealand logo](#) (of equal size and prominence) and the by line Independent Filmmakers Fund.

Glossary of Terms

Applicants can refer to the [Glossary](#) section of the Funding Guide, or refer to pages 100 - 106 of the complete [2009 Creative New Zealand Contestable Funding Guide](#) for further explanation of terms commonly used by Creative New Zealand (e.g. established, emerging, track record). This is downloadable from the Creative New Zealand website. www.creativenz.govt.nz.

Information and Queries

Applications must be **received** at Creative New Zealand's Wellington office no later than **5pm, Friday 12 June 2009**.

Applicants are always welcome to discuss their application with the Fund Adviser however draft applications cannot be reviewed prior to submission.

Emma Ward, Programme Adviser (Independent Filmmakers Fund Adviser), Auckland
09 373 3066, emma.ward@creativenz.govt.nz

Ariana Odermatt, Programme Administrator, Wellington
04 498 0740, ariana.odermatt@creativenz.govt.nz

Carolyn Todd, Programme Administrator, Auckland
09 373 3066 carolyn.todd@creativenz.govt.nz

Carolyn Frew, Programme Administrator, Christchurch
03 366 2072, carolyn.frew@creativenz.govt.nz