

PROGRAMME D'AIDE À L'ÉCRITURE DE SCÉNARIOS FRENCH-LANGUAGE PROGRAM GUIDELINES FOR 2006-2007

These Guidelines are specific to the terms and conditions of the program for the fiscal year of 2006-2007 (which ends on March 31, 2007).

Please read the guidelines carefully. This document contains essential information on eligibility criteria and the application process.

All applications, complete with all required support material, must be submitted no later than May 2, 2006. See Annex 1 for information related to deadlines and a description of how to apply.

1) THE CANADA FEATURE FILM FUND (CFFF)

Goal of the CFFF

The overall goal of the Canada Feature Film Fund is to increase Canadian audiences in theatres for Canadian feature films, aiming to capture 5% of the domestic box office by 2006.

The CFFF includes the Development, Production and Marketing Programs (Main Program), the *Programme d'aide à l'écriture de scenarios*, the Low Budget Independent Feature Film Assistance Program, the Mini-Treaty Program and programs for Complementary Activities including: Canada Showcase (Canadian film festivals), International Festivals and Markets, Versioning, Alternative Distribution and Awards. Collectively, these programs support the key goal of the CFFF to increase the market share of Canadian films. Guidelines for these programs are available at http://www.telefilm.gc.ca/ or by contacting any of Telefilm Canada's Canadian offices.

In administering the CFFF, Telefilm will seek to support the development, production and marketing of feature films with significant Canadian creative elements, including Canadian

stories, characters, setting, themes, talent and technicians, and which reflect Canadian society and cultural diversity. While Telefilm Canada does not intend to restrict filmmakers in their choices of stories or their natural settings, it will, wherever possible, give priority to projects that present a distinctly Canadian point of view.

2) SPIRIT AND INTENT OF THE *PROGRAMME D'AIDE À L'ÉCRITURE DE SCÉNARIOS*

In keeping with the goal of the Canada Feature Film Fund overall, the spirit and intent of the *Programme d'aide à l'écriture de scenarios* (the "Program") is to develop and retain a pool of creative, talented and experienced screenwriters as well as a bank of Canadian feature film screenplays that have high box office potential. To this end, Telefilm Canada will also promote the development of partnerships among producers and screenwriters.

The financial assistance provided through this program will contribute to the overall growth, and professional and economic development of the Canadian film industry. Financial support is available for the writing of both:

- i) Feature film treatments based on outlines (Stage One), and
- ii) First draft feature film screenplays based on treatments (Stage Two).

Linguistic and Regional Diversity

Approximately one-third of the financial resources available under the *Programme d'aide à l'écriture de scenarios* will be earmarked in support of French-language screenwriting and approximately two-thirds to assist English-language screenwriting *through the* Writer's First *Program*. Telefilm Canada shall seek to encourage and maintain an appropriate balance, so as to encourage screenwriting in both official languages in all regions of Canada.

3) ELIGIBLE APPLICANTS

The applicant must be a Canadian citizen as defined in the *Citizenship Act*, or permanent resident of Canada as defined in the *Immigration Act*.

The applicant must not be in default of his/her obligations to Telefilm Canada.

The applicant must be a professional screenwriter, professional writer/director, or professional playwright and be actively working in the Canadian film, television or performing arts industry meeting the professional requirements as detailed below.

Telefilm Canada will also accept projects involving two co-applicants. However, at least one of the applicants must meet the professional requirements as detailed below.

Telefilm considers the following to be the minimum credit requirements to be eligible to the program. Co-writing credits can be used towards the minimum credit requirements as long as the applicant received an on-screen credit as a writer on the production. Applicants are advised that in all cases these writing credits must have been received within the last five years in order to be counted towards the minimum credit requirements:

- a) Writing credits on produced drama totalling at least 60 minutes in length, which may include any combination of:
 - i) One feature film or television movie;
 - ii) One 60-minute episode of dramatic television;
 - iii) Two 30-minute episodes of dramatic television;
 - iv) A minimum of three short films (the total length of these productions may be used in calculating the minimum 60-minute eligibility requirement).
- b) Writing credits on at least one point of view ("POV") documentary that has been produced and that is at least 60 minutes in length (or one television hour).¹
- c) Writing credits on a full-length stage play (no less than 60 minutes) professionally produced within the last five years by an accredited PACT theatre company in English Canada (See Annex IV), or by a professional French Canadian theatre company.
- d) Writing credits on a minimum of two produced short dramatic films totalling not less than 20 minutes in cumulative length, each of which must have been selected for presentation at a minimum of one of the recognized festivals or nominated for a recognized award listed in Annex III.

To be eligible to apply for financing, applicants must meet the minimum credit requirements under a), b), c), or d) as outlined above.

Writing credits to be considered as part of the eligibility requirements must be: film, television or theatre projects professionally produced and exhibited in cinemas, broadcast on television or performed in a professional theatre company prior to the application deadline. Student films (including shorts) will not be considered towards eligibility requirements.

Applicants should consult Annex I for documentation to be submitted in support of their eligibility.

The Program is accessible to Aboriginal professional writers as well as to professional writers from all cultural and regional communities across Canada.

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¹ POV documentaries tell a story from a particular point of view, typically that of the writer-director. In this regard they are unlike journalistic documentaries that strive for objectivity and tend to be formulaic in their approach.

4) ELIGIBLE PROJECTS

Te be eligible, a project must be:

- a feature length fictional film proposal based on an original idea developed by the applicant, or a proposal for adaptation of the applicant's own previously produced or published work, accompanied by all necessary permissions or releases;
- b) suitable for development into a dramatic feature film of at least 75 minutes in duration; and
- c) suitable for development and production as a Canadian theatrical feature film eligible for certification by the Canadian Audio-visual Certification Office (CAVCO) in accordance with the regulations of the *Income Tax Act* or under the definition of a Canadian program set out by the Canadian Radio-Television and Telecommunications Commission (CRTC).

Treatments submitted for <u>Stage Two</u> financing by eligible applicants need not have previously received the support of the Program.

The following is *not* an eligible project:

A proposal for an adaptation of an existing cinematographic, literary, theatrical or other work that does not originate with the applicant.

Contact Telefilm Canada before submitting your application if you have any questions about the eligibility of your project. Telefilm Canada's decisions with respect to eligibility of applicants and their projects will be final.

5) NATURE AND TERMS OF PARTICIPATION

a) Financial Participation

Assistance is available in the form of a non-interest-bearing advance, in the following amounts:

i. <u>Stage One</u>: Outline to Treatment \$11,822ii. <u>Stage Two</u>: Treatment to First Draft \$16,550

b) Story Editor Option

Telefilm Canada encourages the involvement of professional Story Editors

A "Story Editor" (or "Story Consultant") is someone whose duties include analysis, consultation, research and editorial advice regarding script material. Story Editors are not necessarily writers. The applicant may indicate his/her interest in employing the services of a professional Story Editor, either:

- i) Upon submission of the application;
- ii) Or, following the successful acceptance of the application;
- iii) Or, following the recommendation of the adjudication panel.

The Story Editor must

- a) be a Canadian citizen as defined in the *Citizenship Act*, or permanent resident of Canada as defined in the *Immigration Act*, and
- b) maintain a permanent residence in Canada.

The applicant may wish to contact the Writer's Guild of Canada or the SARTEC for recommendations on professional Story Editors.

For successful applications, Telefilm Canada will pay the following amounts (in the form of a non-interest-bearing advance) for the services of the Story Editor:

i) Treatment \$2,000ii) First Draft \$3,000

It will be the applicant's sole responsibility to pay the Story Editor for services rendered.

c) Terms of Participation

<u>Terms of payment – Applicants</u>: The schedule for payment of advances is in two instalments: 80% on signing an agreement and 20% on delivery of the contracted material. Successful applicants pursuant to a particular deadline will be required to complete and deliver the creative material within a specific period of time, as detailed in the contract (approx. 6 months) as well as the contract duly signed between the writer and the Story Editor (as applicable).

Reporting Requirements: The successful applicant will be required to submit a project status report within six (6) months of delivery of the final creative materials (i.e. treatment or first draft script). Should the creative material be optioned within the six (6) months following delivery of contracted items or anytime thereafter the applicant will submit a project status report and a copy of the option agreement

<u>Terms of reimbursement – disposition of the creative material:</u>

The contract between Telefilm Canada and the successful applicant will stipulate that any and all advances received by the applicant for the writing of a project, as well as any advances to Story Editors, are repayable in full by the applicant on the earlier of:

- i) The first day of principal photography or taping of any cinematographic, video or audio-visual work based in whole or in part upon the creative materials or any other use of the creative materials; or
- ii) The sale, transfer, assignment or other disposition of the creative materials (i.e. Telefilm Canada will require full and immediate repayment of all advances if the rights to the project are sold, transferred, assigned, or otherwise disposed by any other means).

Terms of reimbursement - optioning:

The optioning of the creative materials does not trigger the immediate full repayment of the SAP advance. However, any option fees received must be used to begin repaying Telefilm Canada. If the option fees received by the applicant are not sufficient to repay the full advance amount, the applicant will nevertheless remain responsible to Telefilm Canada for repayment of the outstanding amount upon exercise of the option (or other sale or disposition of the creative materials). Consequently, the applicant must ensure that the option agreement adequately provides for the applicant to be repaid the full amount of the Telefilm Canada advance upon exercise of the option, so that the applicant will have sufficient funds to repay Telefilm Canada. Telefilm Canada's consent to such optioning is not required; however, Telefilm Canada recommends that the applicant consult with Telefilm Canada prior to signing any optioning agreement.

d) Limitations

An applicant may only submit one application per deadline.

Applicants who have received <u>Stage One</u> financing for a particular project may only submit that project for <u>Stage Two</u> financing after all previously financed work related to that particular project has been delivered.

Applicants may submit one new project per deadline whether or not they have completed another project previously funded by the Program.

A project not accepted for financing at either <u>Stage One</u> or <u>Stage Two</u> may be re-submitted but only if it has been significantly revised.

6) EVALUATION OF APPLICATIONS

a) Evaluation Method

Financial support is awarded pursuant to an assessment and final decision rendered by a national third-party adjudication panel that is appointed by Telefilm Canada.

Telefilm Canada's Quebec office will review applications to confirm their completeness and the eligibility of both the applicant and the project prior to forwarding applications to the adjudication panels for deliberation.

Curricula vitae, filmographies and any other information provided as part of the application that may identify the applicant or otherwise compromise anonymity will not be circulated to jurors to ensure that **project assessment is based on creative merit only**.

The adjudication panels assess applications based on the overall creative merit of each project relative to all other projects that have been submitted for consideration, and in light of the funds available. *Adjudication panel decisions are final*.

The adjudication panel will consist of two writers and one producer.

Applicants are advised that Telefilm Canada's participation in one stage of financing should not be considered a guarantee of Telefilm Canada's future participation in screenwriting, development or production -- each application is subject to separate analysis.

b) Evaluation criteria

Projects will be evaluated on their overall creative merit which includes elements such as: concept and story; characters; dialogue; structure; tone; pacing; originality; and their potential as successful theatrical feature films.

7) CONFIDENTIALITY OF INFORMATION

Telefilm Canada is required to act in accordance with both the *Privacy Act* and the *Access to Information Act*. The *Privacy Act* protects the personal information of individuals and provides them with a right of access to such information about themselves. All other information may be accessible under the *Access to Information Act*.

8) CONCLUSION

Telefilm Canada may make adjustments to these guidelines from time to time as required, without notice.

While compliance with these Guidelines is a prerequisite to eligibility for funding, unfortunately compliance cannot guarantee entitlement to Telefilm Canada funds due to possible over subscription.

Telefilm Canada has full discretion in administering its programs and in the application of these Guidelines to ensure that its funding is provided to those projects that meet its spirit and intent. In all questions of interpretation of either these Guidelines or of the spirit and intent of the *Programme d'aide à l'écriture de scenarios*, Telefilm Canada's interpretation shall prevail.

ANNEX 1

HOW TO APPLY

The Application Form and all supporting material must be sent to the Telefilm Canada office in your region to the attention of the *Programme d'aide à l'écriture de scenarios* Coordinator (See ANNEX II).

Application Forms are available at all Telefilm Canada offices or by visiting the Telefilm Canada website (www.telefilm.gc.ca).

1) APPLICATION DEADLINES

With a view to encouraging a competitive environment in the provision of financial support to eligible applicants and projects, one application deadline has been established. It is:

May 2, 2006

2) COMPLETENESS OF APPLICATION REQUIREMENTS

It is the applicant's responsibility to include all material that gives evidence of their eligibility as applicants as well as their project's eligibility. Applicants must submit all requested application material. Only applications meeting the minimum completeness requirements at the deadline date will be evaluated. The following documents will be used to determine completeness of application and eligibility to the program:

MINIMUM COMPLETENESS REQUIREMENTS - ALL APPLICANTS

All creative materials must conform to the following standard: no less than 1.5 line spacing, with text in a 12-point font. **Note: Jurors are not required to read creative materials submitted that exceed the specified page length.**

- a) A completed and signed application form (two writers: two signatures), indicating the applicant's eligibility;
- b) Curriculum vitae of the applicant(s) to a maximum length of three pages each;
- c) The applicant's filmography (dated), including running times for each production, screening dates, where screened, who distributed or broadcast. Applicants with questionable writing credits will be notified by phone or by email and will have 48 hours from time of notification to produce adequate proof of eligibility. If Telefilm does not receive the requested documents in the time allotted, Telefilm staff will consider the application incomplete and it will not be submitted to the jury.
- d) Proof of festival participation or award nomination (for applicants to Stage Two with two short film writing credits). In this regard, the applicant must provide:
 - i) The name of the festival or award for which each of the short dramas was selected;
 - ii) An affidavit or copy of the festival or award program for each film;
 - iii) The year of the festival or award for each film; and,

- iv) The name of the section or category in which the short drama was selected, for each film.
- e) Proof of professional production of a stage play (for playwrights). In this regard the applicant must provide:
 - i) Name of the theatre where the play was presented;
 - ii) Date of presentation; and,
 - iii) An affidavit or copy of the theatre program.
- f) Five (5) copies of all creative material supporting the application, appropriate to Stage I or Stage II applications as defined in the *Programme d'aide à l'écriture de scenarios* application form. **Information that may identify the applicant or otherwise compromise anonymity must be removed for submission.** Creative materials submitted beyond those requested below will not be advanced to the adjudication panel.

MINIMUM COMPLETENESS REQUIREMENTS - STAGE ONE APPLICANTS:

- g) **Outline**: a document not to exceed five pages,
- h) **Synopsis**: not exceeding 10 lines and **clearly indicating the genre of the proposed work**;
- i) <u>Two Key Dramatic Sample Scenes:</u> including dialogue and direction (combined length not to exceed five pages in standard screenplay format);

MINIMUM COMPLETENESS REQUIREMENTS - STAGE TWO APPLICANTS:

- j) Synopsis: not exceeding 10 lines and clearly indicating the genre of the proposed work;
- k) <u>Two Key Dramatic Sample Scenes:</u> including dialogue and direction (combined length not to exceed five pages in standard screenplay format);
- 1) <u>Treatment:</u> a document not to exceed 25 pages (at no less than 1.5 line spacing, with text in 12-point font), incorporating scene-by-scene development and structuring of a story in screen terms to provide a schematic of the feature film script to be written from it, consisting of the basic narrative, idea, or theme and integrating character development and action suitable for use in or representing a substantial contribution to a final script.

ADDITIONAL COMPLETENESS REQUIREMENTS – ALL APPLICANTS

The following information is also required for a complete application.

- m) If the project is based on previously published work by the applicant, a written summary of the chain of title is required, accompanied by all contracts and documentation evidencing that the applicant owns the necessary rights to adapt her/his own work. In this case, an alternative title for the project is required from the applicant in order to ensure the anonymity of the project
- n) Curriculum vitae of the proposed Story Editor(s) (if applicable).

Telefilm Canada reserves the right to request additional documentation or material to confirm the applicant's eligibility. *Applicants with unsubstantiated producing credits will be notified*

by phone or email and will have 48 hours from the time of notification to produce adequate proof of eligibility. If Telefilm does not receive the requested documents in the time allotted, Telefilm staff will consider the application ineligible and it will not be submitted to the jury.

Material submitted with the application will be retained by Telefilm Canada. Telefilm Canada is not responsible for the loss or damage, whatever the cause, of support material.

Applicants are encouraged to apply as early as possible to ensure that all required documentation has been received by Telefilm and that the application is complete. Applications that are not complete as of the deadline will be rejected.

3) NOTIFICATION OF DECISION

Applicants will receive written notification of the results of their application. Every effort is made to advise applicants of results with the least possible delay. Applicants will be notified in writing approximately 12 weeks following the application deadline.

If the application is successful, Telefilm Canada will issue a Decision Letter and a Contract outlining the terms and conditions of the financing agreement.

ANNEX II

Telefilm Canada's web site: http://www.telefilm.gc.ca

TELEFILM CANADA'S OFFICES

Quebec Region

Telefilm Canada

Programme d'aide à l'écriture de scenarios Coordinator

360 St-Jacques Street

Suite 700

Montreal, Quebec

H2Y 4A9

Phone: (514) 283-6363 Toll-free: 1 800 567-0890 Fax: (514) 283-8212

Atlantic Region

Telefilm Canada

Programme d'aide à l'écriture de scenarios Coordinator

1684 Barrington Street

3rd floor

Halifax, Nova Scotia

B3J 2A2

Phone: (902) 426-8425 Toll-free: 1 800 565-1773 Fax: (902) 426-4445

FOR INFORMATION:

Writers Guild of Canada

366 Adelaide Street West, Suite 401

Toronto ON M5V 1R9 Phone: (416) 979-7907 Toll-free: 1 800 567-9974

Fax: (416) 979-9273

www.wgc.ca

SARTEC

1229, rue Panet

Montréal QC H2L 2Y6 Phone: (514) 526-9196 Fax: (514) 526-4124 www.sartec.gc.ca

Ontario and Nunavut Region

Telefilm Canada

Programme d'aide à l'écriture de scenarios Coordinator

474 Bathurst Street

Suite 100

Toronto, Ontario

M5T 2S6

Phone: (416) 973-6436 Toll-free: 1 800 463-4607 Fax: (416) 973-8606

Western Region

Telefilm Canada

Programme d'aide à l'écriture de scenarios Coordinator

#410-609 Granville Street Vancouver, British Columbia

V7Y 1G5

Phone: (604) 666-1566 Toll-free: 1 800 663-7771 Fax: (604) 666-7754

ANNEX III

Short Films: Recognized Festivals and Awards

International Festivals:

Annecy Int'l Animated Film Festival

Aspen Short Festival

Berlin Int'l Film Festival

Cannes Film Festival

Chicago Int'l Film Festival

Hiroshima Int'l Animation

Festival du court métrage de Tampere

Festival int. Du court métrage de Clermont Ferrand

Karlovy Vary Int'l Film Festival

London Film Festival

Locarno Int'l Film Festival

Melbourne Int'l Film Festival

Oberhausen Int'l Short Film Festival

Palm Springs International Film Festival of Short Films

San Francisco Int'l Film Festival

Sundance Film Festival

Sydney Film Festival

Turin Int'l Film Festival of Young Cinema

Venice Int'l Film Festival

Zagreb World Festival of Animated Films

Canadian Festivals:

Atlantic Film Festival

Banff Television Festival

Fantasia

Festival du cinema international en Abitibi-Témiscamingue

Montreal World Film Festival

Montreal International Festival of New Cinema and New Media

NSI FilmExchange: Canadian Film Festival

Regard sur le court au Saguenay

Ottawa Int'l Animation Festival

Les Rendez-vous de cinéma québecois

Toronto International Film Festival

Toronto Worldwide Short Film Festival

Vancouver International Film Festival

Yorkton Short Film Showcase

Canadian Awards:

Prix Gémeaux

Gemini Awards

Genie Awards

Prix Jutra

ANNEX IV

PACT Member Theatre Companies

Newfoundland & Labrador

R.C.A. Theatre Company, St. John's

Theatre Newfoundland Labrador, Corner Brook

Maritimes

Charlottetown Festival, Charlottetown, PEI Eastern Front Theatre Company, Dartmouth, NS

Mermaid Theatre of Nova Scotia, Windsor, NS Mulgrave Road Theatre, Guysborough, NS Neptune Theatre, Halifax, NS The Ship's Company, Parrsboro, NS Theatre New Brunswick, Fredericton, NB Two Planks and a Passion, Kings County, NS

Quebec

Black Theatre Workshop, Montreal
Centaur Theatre, Montreal
Geordie Productions, Montreal
Imago Theatre, Montreal
Montreal Young Company, Montreal
Playwrights' Workshop Montréal, Montreal
Saidye Bronfman Centre, Montreal
Teesri Duniya Theatre, Montreal
Theatre Lac Bromo, Knowlton
Youtheatre, Montreal

Manitoba and Saskatchewan

The Globe Theatre, Regina
Dancing Sky Theatre, Meacham
Manitoba Theatre Centre, Winnipeg
Manitoba Theatre for Young People, Winnipeg
Persephone Theatre, Saskatoon
Prairie Theatre Exchange, Winnipeg
Shakespeare on the Saskatchewan, Saskatoon
Theatre Projects Manitoba, Winnipeg
Twenty-Fifth Street Theatre, Saskatoon
Winnipeg Jewish Theatre, Winnipeg

Toronto

Buddies in Bad Times Theatre Cahoots Theatre Projects CanStage

Crow's Theatre Equity Showcase Theatre

Toronto (Cont.)

Lorriane Kimsa Theatre for Young People

Mirvish Productions

Native Earth Peforming Arts Inc.

Necessary Angel Theatre

New Globe Theatre

Nightswimming

Nightwood Theatre

Obsidian Theatre

Shakespeare In Action

Solar Stage

Soulpepper Theatre Company

Tapestry New Opera Works

Tarragon Theatre

Theatre Centre

Theatre Columbus

Theatre Direct Canada

Theatre Passe Muraille

Theatre Smith-Gilmour

Workman Theatre Project

Ontario (outside Toronto)

Blyth Festival, Blyth

Carousel Players, St. Catharines

Debajemujig Theatre, Wikwemikong

Drayton Entertainment, Drayton

Festival of Classics, Oakville

Georgian Theatre Festival, Meaford

The Grand Theatre, London

Great Canadian Theatre Company, Ottawa

Gryphon Theatre, Barrie

Lighthouse Festival, Port Dover

Magnus Theatre, Thunder Bay

National Arts Centre, Ottawa

Nipising Stage Company, North Bay

Port Hope Theatre Festival, Port Hope

Regent Theatre, Picton

Resurgence Theatre Company, Newmarket

Shaw Festival, Niagara-On-The-Lake

Sleeping Dog Theatre, Ottawa

Stratford Festival, Stratford

Sudbury Theatre Centre, Sudbury

Theatre & Company, Kitchener

PACT Member Theatre Companies	
Factory Theatre	Theatre Aquarius, Hamilton Theatre Beyond Words, Niagara-on-the-Lake Theatre Orangeville, Orangeville Thousand Islands Playhouse, Gananoque Touchmark Theatre, Stratford Upper Canada Playhouse, Morrisburg Victoria Playhouse Petrolia, Petrolia
Alberta and Yukon	British Columbia
Alberta Theatre Projects, Calgary	The Arts Club Theatre, Vancouver
Catalyst Theatre, Edmonton	Axis Theatre Company, Vancouver
Citadel Theatre, Edmonton	Belfry Theatre, Victoria
Concrete Theatre, Edmonton	Carousel Theatre, Vancouver
	Firehall Arts Centre, Vancouver
Gound Zero Productions, Edmonton	Gateway Theatre, Richmond
Leave it to Jane Theatre, Edmonton	Green Thumb Theatre for Young People, Vancouver
Lunchbox Theatre, Calgary	Headlines Theatre, Vancouver
Nakai Theatre, Whitehorse	Kaleidoscope Theatre Productions Society, Victoria
Northern Light Theatre, Edmonton	Pi (Pink Ink) Theatre, Vancouver
	Playwrights Theatre Centre, Vancouver
Quest Theatre, Calgary	Playhouse Theatre Company, Vancouver
Theatre Calgary, Calgary	Sunshine Theatre Company, Kelowna
Theatre Network, Edmonton	TheatreOne, Nanaimo
Vertigo Mystery Theatre, Calgary	Touchstone Theatre, Vancouver
Workshop West Theatre, Edmonton	
	Western Canada Theatre, Kamloops