



INDIGENOUS SCREEN OFFICE BUREAU DE L'ÉCRAN AUTOCHTONE

Finishing Fund 2024-25

Program Overview

The Finishing Fund program provides support to Indigenous-owned screen-based companies in the post-production stage of shorts, feature films, web and television series, and Interactive and Immersive projects.

Contribution Amounts

*\$60,000 for Features and TV Series;
\$25,000.00 for Short films, Web Series, and Interactive and Immersive projects.*

Application Dates

Opening Date 1: May 15, 2024 Closing: July 3, 2024
2) August 1, 2024 - September 27, 2024
3) November 4, 2024 - January 3, 2025

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Contribution Amounts

Indigenous-owned production companies:

\$60,000 for Feature Films and TV series;

\$25,000 for Short Films, Web Series', and Interactive Immersive projects.

- A maximum 10% of the total budget can be allocated towards producer fees;
- The total amount awarded cannot exceed 20% of the total production budget and up to the maximum of \$25,000.00 or 60,000.00;
- Recipients may receive less than the request amount as recommended and approved by the ISO.

General Criteria and Eligibility

All applicants to ISO programs must confirm they have read the General Funding Guidelines prior to submitting an application.

Indigenous Identity and Project Ownership

The spirit and intent of ISO funding is to support Indigenous storytelling and Indigenous companies and organizations that are controlled by Indigenous people, who have decision-making authority and creative control.

For the purposes of ISO programs, "Indigenous" is defined as status and non-status First Nations, Inuit, and Métis peoples of Canada.

Please consult the [Building Trust and Accountability: Report on Eligibility in the Indigenous Screen Sector](#) which informs the ISO in regards to Indigenous identity, relationality, and access to funding programs. We also encourage applicants to consult the ISO's working document on identity: [ISO Policies and Processes for Eligibility in Relation to Indigenous Identity](#).

Applicants to ISO Funding Programs:

- Must own, control, or have optioned 100% of the project copyright;
- Must not receive funding from other ISO programs for the same project activities or initiative. For example, funding for trainees cannot be included in another application to ISO Funding Programs;
- Must be able to accept a direct deposit in the name of the applicant;



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- Must show proof that the Indigenous creatives have final decision making power in the case of co-writing/directing;
- If you are an emerging filmmaker, during the application process you must have a minimum of one (1) previous credit in the key role you hold in the project: director, writer, or producer and be able to demonstrate your ability to accomplish this project;
- Applicants whose project includes the hiring, selecting and/or engaging of First Nations, Inuit, and /or Métis employees, trainees, mentees or other, must adhere to the [ISO Policies and Processes for Eligibility in Relation to Indigenous Identity](#);
- Must not be in a state of bankruptcy within the meaning of the Bankruptcy and Insolvency Act (Canada);
- Must be in good standing with ISO, with no outstanding final reports, defaults or pending complaints or investigations.

Eligible Applicant - Companies

- Indigenous-controlled: minimum 51% ownership by person/s who are First Nations, Inuit or Métis who is/are Canadian citizens or permanent residents of Canada;
- The project is under the financial and creative control of Indigenous persons; two of the three key members of the creative team (director, screenwriter, showrunner/lead producer) must be Indigenous;
- Registered as a corporation with its head office in Canada;
- Main activity of the company is the production or support of screen-based content, including TV, film, web, digital narrative content, and XR (VR, AR);
- Is not insolvent or bankrupt, or in the course of the reorganization of its business within the meaning of the Bankruptcy and Insolvency Act (Canada);

Program Criteria

- This funding is intended to support projects in the post-production phase to ensure their success in the completion and readiness for delivery of projects to audiences that have demonstrated a clear need for these funds;



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- The project has previously been awarded through an Indigenous Peer Assessment panel by either Telefilm or CMF, government Arts grants, or previously funded by the ISO;
- The ISO will consider projects that have obtained national broadcaster or other public funding in lieu of Indigenous peer assessed projects, on a case by case basis. Please contact funding@iso-bea.ca to speak with the Program Manager.

Eligible Expenses

- Any Post-Production activities, not previously budgeted or under-funded in the original Post-Production budget (this needs to be clearly defined in the budget notes);
 - Hiring of additional post-production creatives and technical expertise;
 - Above the line and Post Production fees;
 - Fees and honorariums for community engagement with experts, consultants/advisors, mentors, or knowledge keepers or others;
 - Translation and language support;
 - Accessibility costs during post-production;
 - Technology and facility expenses related to the project;
 - Special effects; and colour grading;
 - Online edit, title creation;
 - Music composition; Sound editing and mixing;
 - Voice-over work, versioning;
 - Mastering, output time and materials;
 - Master copies and some screening formats (such as DCP);
 - Other associated project costs clearly identified with project description.
- Please speak with the Program Manager for any questions related to additional eligible expenses specific to your application.

Non-Eligible Expenses

- Content that does not have a strong storytelling component included;
- Promotional or sponsored content;
- Recouped expenses (work that has already been completed and paid).



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Eligibility Review

An initial review for eligibility and missing documentation will be conducted by the ISO Program Coordinator and Program Manager. The ISO Funding team will reach out if additional information is needed and applicants will be given a short period (maximum 10 business days) to submit any outstanding documents.

Ineligible or incomplete applications can be withdrawn at any time in the process. Applicants will be notified by the ISO when the application is withdrawn.

Application Requirements

Applicants must supply the following information in the portal: [ISO Apply](#). Details for each requirement can be found in the program in the ISO Apply portal, as well as in the [Application Requirements checklist](#).

- Eligibility Form
- Applicant Information Form - Company
- Project Information Form
- Project Proposal
- Post Production Schedule and Activities (template provided)
- Transportation and Accommodation References (if applicable)
- Training Plan (if applicable)
- ISO Budget, Financial Structure, and *Declaration of Costs Incurred* (templates provided)
- License agreements/Funding contracts
- Support Materials
- Rough Cut
- Bios and CVs
- IP Agreement
- Community Engagement Plan (optional)
- Application Requirements Checklist
- Voluntary Personal Data (optional)
- ISO Declaration



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Submission Process and Funding Decision Notification

Applications must be completed in the application portal at : ISO Apply Applications must be completed in the ISO portal and submitted by one of the closing dates listed above:

May 15 - July 3, 2024;

August 1 - September 27, 2024;

And November 4, 2024 - January 3, 2025 at 5pm PST on each closing date.

The portal will close on the deadline and applications will not be accepted after that time. Please refer to the 'Requesting an Extension' section for information on receiving an extension.

Funding Notifications will be provided within 1-3 months after the application is submitted. Please expect delays for holiday closure in December.

Please refer to the "Program Closure" section for information about steps taken by the ISO once the funding has been depleted for the fiscal year.

Funding Process and Priorities

ISO staff will internally assess each application in line with the program focus and the assessment criteria as follows:

- Relationality and Context: The key creatives telling the story are well placed to do so. The project presents grounded understandings and interpretations of Indigenous expressions, cultures, languages and/or realities;
- Storytelling and Approach: The storytelling is interesting, creative, and has the potential to engage diverse audiences. Respect, care and thoughtfulness are demonstrated in the approach;
- Feasibility: The team has the capacity, knowledge and expertise to be successful and complete the project as proposed. The overall project plan is sound and has a clear vision and timeline to move forward;
- Impact: The project has potential to advance Indigenous storytelling, cultural life in community and contributes to the Indigenous Screen Sector; project is aligned with the applicants goals and in reaching or impacting desired audiences;
- Alignment with current ISO priorities.



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The ISO also takes the following priorities into account in the evaluation and in allocating funds:

- Regional and intersectional representation;
- Availability of funds, ISO mandate, and strategic goals;
- Thoughtfulness, thoroughness, and clarity of application;
- Representation of Indigenous languages;
- Sustainable production practices and that encourage environmental responsibility.

Program Closure

The Finishing Fund Program has a final deadline of January 3, 2025 at 5:00pm PST, at which time the ISO will:

- Close the program in ISO Apply;
- Update the website, and announce the closure on social media and via the ISO newsletter.

Please contact funding@iso-bea.ca within 10 business days of the program's closure if you require a downloaded copy of your application. Otherwise, all in-progress applications will be deleted 10 business days after the program has been officially closed.

The ISO's fiscal year is from April 1st to March 31st.

Requesting an Extension

Applicants may request an extension to submit their application. Requests must be submitted at least 10 business days in advance of program deadlines to determine eligibility. Requests for extensions can be emailed to: funding@iso-bea.ca



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Accessibility Funding and Support

The ISO acknowledges that within the screen industry, numerous individuals require assistance beyond the conventional support offered by typical funding bodies. Consequently, the ISO will provide monetary support of up to \$500.00 CAD on a case-by-case basis to address accessibility expenses during the application stages.

These expenses include but are not limited to;

- Application writing and support;
- Video or audio recording;
- Equipment rentals;
- Professional fees;
- Language interpretation/translation fees;
- Final report submission support.

If you have barriers to access including but not limited to language, internet or physical barriers, please contact the ISO to discuss accommodations and support at funding@iso-bea.ca.

Misrepresentation

If at any time, an Applicant, as required or requested by the ISO, provides false information or omits or misrepresents material information in connection with an application, including with respect to Indigenous identity, such provision of false information, omission or misrepresentation will be considered an event of default and the ISO may exercise the following contractual rights:

- Termination of any contracts, including any remedies thereunder;
- Denial of eligibility for existing and future funding;
- Repayment of any funds already advanced;
- Civil and potential criminal prosecution, in the case of fraud.

These measures may be imposed not only on the Applicant but also on related, associated and affiliated companies and individuals that are parties to the application. Any Applicant receiving approval for funding will be required to sign a legally enforceable agreement, which includes provisions concerning misrepresentations, defaults, and related matters.



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Accepting Funding and Contribution Agreement

All signatories of ISO Contribution Agreements must be Indigenous. Companies, collectives and non-profits with Indigenous and non-Indigenous owners, board members, and collective members must ensure the Indigenous representatives sign all contracts.

Exemptions are made in the Sector Development Program when the organization is non-Indigenous led or controlled.

Funding must be deposited into an account belonging to the Applicant. If Applicants wish to update their company or Applicant information, they have 10 business days after their successful notice to update their information, by notifying funding@iso-bea.ca.

Final Reporting

A final report will be required within three months following the completion of the project. Any material changes to a project and its budget must be approved by ISO before funding can be transferred to different project activities. The final report template and requirements are made available through the application portal.

All applicants are contracted on a one year term in this program. Requests for extensions to submit final reports are submitted via ISO Apply and can be found in each program application while in the Final Report stage.

Applicants with outstanding final reports in any ISO program will not be eligible for further funding until the report is submitted and approved.

Recognition of Contribution

Recipients must acknowledge ISO support with a textual reference and a bilingual animated logo in the credit sequence, or appropriate placement in the completed work, where applicable. ISO logos are available for download on the ISO website at <https://iso-bea.ca/funding/logo-kit/>.

When sharing information about ISO funded projects or opportunities, Applicants are required to tag ISO on any social media posts related to this funding, and include the ISO logo when applicable:



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- Instagram - indigenousscreen
- Twitter - screen_office
- Facebook - ISO.BEA

Questions are encouraged at least two weeks prior to submission or the application closing date and may be directed at any time to funding@iso-bea.ca.