



INDIGENOUS SCREEN OFFICE BUREAU DE L'ÉCRAN AUTOCHTONE

Development 2024-25 Application Requirements Checklist

- Eligibility Form**
 - Applicants will determine their eligibility to the program once they complete this form.

- Applicant Information Form**
 - Applicants will provide information about their company structure, such as complete incorporation documents and shareholder registry, contact information, Statement of Indigenous Identity, etc.;
 - Applicants should ensure this information is accurate. If the Applicant is successful, the company name must match the signatory of the funding agreement.

- Project Information Form**
 - Applicants will provide details on their project including, but not limited to: name of project, start/end date, funding request amount, languages included, names and roles of team members, trainee information;
 - Confirmation letters or contracts for confirmed funding sources, when applicable;
 - Writers agreements (in the case of shared roles).

- Project Proposal Form**
 - Applicant relationality and project details including: company leads, collaborator backgrounds and connection to the project;
 - Applications should ensure to clearly describe their project including a logline, synopsis, relevant previous project work, goals and intended impact
 - A Development Schedule and list of collaborators involved;

- Budget and Finance Structure**
 - Applicants will provide a development budget, with ISO costs separated, using the ISO template.
 - IF applying for community engagement and training costs: Applicants must include notes providing information about breakdown of fees, names of mentors, trainees, etc.
 - Further instructions on the budget can be found in the template.

- Bios and CVs**
 - For all leads and key creatives listed on the project

- Chain of Title/ IP Agreement**
 - A current chain of Title and/or IP agreement to Develop the project in the name of the applicant (exception for inter-provincial or international treaty co-productions).

- Community Engagement Plan** (optional, but recommended)
 - This can include letter(s) of support for projects that intend to film in, collaborate with Indigenous communities or include collectively-held cultural knowledge ie. This could be for Indigenous language inclusion, historical accuracy, or **any** significant cultural nuances outside of the storyteller's experience.

- Support Materials**
 - Links or uploads to work in progress, or related to the project ie. draft scripts in development, a story outline, character sketches, a rough storyboard/s, demo reels, lookbook, demo reel, or letters of support;
 - Transportation and accommodation references (if applicable);
 - A training plan (if applicable)

- Voluntary Personal Data** (optional)
 - Applicants have the option to provide data regarding their identity, location, etc.

- ISO Declaration**
 - Applicants will review and sign the declaration in order to submit their application.

Please note, video application submissions are accepted. Please contact funding@iso-bea.ca to submit your application via video.