

# Reel Focus BC

## Equity + Emerging Development Program

### Application Checklist

This document is intended as a supplemental guide to aid you in completing the application process.

#### **DETAILS NEEDED THROUGHOUT THE APPLICATION FORM:**

In addition to standard information requests (such as contact info, financing sources and project details), you will need to prepare these more detailed pieces of information for entry.

##### *Under Section 3: Detailed Project Information*

- Project logline (max 140 characters)
- A project description (max 500 words)
- Your intended audience and how you plan to reach them (max 500 words)
- Explain why your project is important, and why the story needs to be told (max 250 words)

##### *Under Section 5: Key Personnel*

- Short biography for all key personnel (writer, director, producer) (max 250 words)

#### **REQUIRED DOCUMENT UPLOADS**

These are documents (PDF, word or excel) you will need to prepare in advance and upload to our system.

##### *Under Section 2: Application Information*

- Personal Statement i.e., Mosaic of Success (max 1000 words)  
This is the personal statement of the individual applicant, or the primary owner of the applicant, if it's a company.

We want to hear about you and how you got here: your background, what projects you have worked, where are you headed and how you will get there.

This can be delivered as a written document OR a video (max 5 min). If providing a video, upload it to YouTube or Vimeo, and include the URL in a Word/ PDF file.

- If applying as an individual: a copy of your resume
- If applying as a company: a copy of your articles of incorporation

## REQUIRED DOCUMENT UPLOADS CONTINUED

### *Under Section 4: Financial Structure*

- Proposed development budget for this phase  
You can use a template you already have or use the simplified template available on our website in the guidelines section.

## OPTIONAL UPLOADS

These elements are NOT required but could provide contextual information to help Creative BC staff and the advisory panel in their selection process. Your application will not be penalized if you choose not to include any of them. They are grouped in Section 6 of the application form.

- 1 or 2 links to previous works, or a demo reel (with passwords if applicable)
- A letter of support for you or your project (\* file upload)  
Who is rooting for your success? Include a letter of support from community or industry mentors, leaders, organizations or other funders.
  
- Additional creative materials (\* file upload)  
I.e. visual package, draft script, etc.