



APTN PROGRAMMING REQUEST FOR PROPOSALS FOR DEVELOPMENT AND LICENSING - FEATURE FILM RFP 2019 APPLICATION FORM

Submission Date: _____

Program Title: _____

Window Offered to APTN: _____

Applicant Production Company Name: _____

Region of Production: Eastern (NB, NL, NS, NU, PE, QC)

Central (SK, MB, ON, NT)

Western (AB, BC, YT)

Animation or Live Action

Genre: Action

Adventure

Comedy

Crime

Drama

Epics/Historical

Horror

Musical/Dance

Science Fiction

Other: Please describe: _____

Applying for: Development

Production

Proposed Broadcast Length: _____ (Total Running Time)

Proposal is based on: Original screenplay

Theatrical work/play

Published literary work (novel/short story)

Produced short film



Short Synopsis: _____

Original Language: English
 French

Do you plan on delivering another language version: No Yes

Specify Version English or French Language(s): _____

Will it be subtitled or dubbed? _____

Closed Captioning and Descriptive Video is required and must be included in the budget.

Is closed captioning accounted for? No Yes

Descriptive video is required for drama and comedy programs and must be included in the budget. Is

descriptive video accounted for? No Yes

Applicant Information:

Legal Business Name: _____

Address: _____

City, Province: _____

Postal Code: _____

Contact Person: _____

Title: _____

Phone Number: _____

Fax Number: _____

E-Mail Address: _____

Website: _____



Co-Applicant Information (if applicable):

Legal Business Name: _____

Address: _____

City, Province: _____

Postal Code: _____

Contact Person: _____

Title: _____

Phone Number: _____

Fax Number: _____

E-Mail Address: _____

Website: _____

Indigenous Declaration:

APTN requests applicants to voluntarily self-identify as Indigenous.*
 Please indicate which percentage of the Applicant Production Company is Indigenous-owned:

Name of Shareholder	Percentage of ownership	Inuit	First Nations	Métis	Non-Indigenou s
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Total					

** Where the applicant is an individual, an Indigenous individual is defined to include a First Nations, Métis or Inuit individual who resides in Canada. Where the applicant is a production company, an Indigenous production company is defined as a sole proprietorship, a limited company, a co-operative, a partnership or a not-for-profit organization in which Indigenous persons have at least 51% ownership and effective control; or a joint venture consisting of two or more Indigenous businesses or an Indigenous business and a non-Indigenous business, provided that the Indigenous business(es) has at least 51% Indigenous ownership and effective control of the joint venture. APTN requires statistics in these areas for reporting requirements to the Board of Directors. Consistent with our founding objectives, APTN gives preferential treatment to Indigenous individuals and production companies in the selection of production proposals.*



Please indicate list key creative and indicate Indigenous descent:

Title	Name(s)	Inuit	First Nations	Métis	Non-Indigenous
Executive Producer		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Producer		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Associate Producer		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Writer		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Host/Actor		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director of Photography		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Editor		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Composer		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

What aspects of APTN's Programming Mandates are reflected in the proposal?

- Indigenous Context
- Indigenous Director
- Indigenous Producer
- Indigenous Talent
- Other (please specify) _____



Indigenous Training Plan:

Does your project have an Indigenous Training Plan: Yes No

If so, please list the positions and names (if possible) of Indigenous Trainees:

Title	Name(s)	Inuit	First Nations	Métis	Non-Indigenous
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Please list the positions and names (if possible) of Indigenous Trainee Mentors:

Title	Name(s)	Inuit	First Nations	Métis	Non-Indigenous
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



Please list budget items attributable to Indigenous Trainees and include number of days budgeted:

Budget Code	Description	Number of Days	Rate	Total Amount
Total Training Budget				



Finance Structure

****APTN will not contribute any funds from our Canada Media Fund Envelopes.**

Please indicate if financing is committed or pending:

Financing source	Dollar amount expected	Percentage of total budget	Confirmed or pending?
APTN licence			
Other Broadcaster Licence Please Specify: _____			
Federal Tax Credits			
Provincial Tax Credits			
Other Sources Please Specify: _____			
Other Sources Please Specify: _____			
Other Sources Please Specify: _____			
Other Sources Please Specify: _____			
Total budget amount			



Declaration of Related-Party Transactions

During the production titled _____, will the production company _____ perform any transactions (including fees, salary, and rental of goods or services, administration fees or miscellaneous expenses) with the following companies and/or individuals?

Type of Related Parties	YES	NO
Parent company	<input type="checkbox"/>	<input type="checkbox"/>
Subsidiary	<input type="checkbox"/>	<input type="checkbox"/>
Companies under common control	<input type="checkbox"/>	<input type="checkbox"/>
Shareholders of parent company	<input type="checkbox"/>	<input type="checkbox"/>
Shareholders of subsidiary	<input type="checkbox"/>	<input type="checkbox"/>
Members of immediate family (husband, wife and children)	<input type="checkbox"/>	<input type="checkbox"/>
Management and/or employees of parent company	<input type="checkbox"/>	<input type="checkbox"/>
Management and/or employees of subsidiary	<input type="checkbox"/>	<input type="checkbox"/>

If you answered yes to one of the questions above, then please complete the table hereunder:

Name of the Related Company of Individual	Type of Relation	Budget Code	Description	Amount
Total				



Definitions

Related parties exist when one party has the ability to exercise, directly or indirectly, control, joint control or significant influence over the other. Two or more parties are related when they are subject to common control, joint or common significant influence. Related parties also include management and immediate family members. A related party transaction is a transfer of economic resources or obligations between related parties, or the provision of services by one party to a related party, regardless of whether any consideration is exchanged. The parties to the transaction are related prior to the transaction. When the relationship arises as a result of the transaction, the transaction is not one between related parties. Control of an enterprise is the continuing power to determine its strategic operating, investing and financing policies without the cooperation of others. Significant influence over an enterprise is the ability to affect the strategic operating, investing and financing policies of the enterprise.

Checklist of Attached Materials for PRODUCTION

When submitting ensure that components are organized in the following order:

- 1. Signed **FEATURE FILM RFP 2019 APPLICATION FORM FOR DEVELOPMENT OR LICENCE RFP's**
- 2. Signed [Proposal Submission Agreement for Producers Form.](#)
- 3. Completed **Declaration as to Indigenous Descent Form.**
[Individual](#)
[Company](#)
- 4. Short synopsis (one paragraph only).
- 5. Full Shooting Script.
- 6. Information on the book the full script is based on if applicable: title of work, full name of the Canadian Indigenous author, publishing company and a copy of the book option.
- 7. Identify your target audience and outline the program's relevance and appeal to APTN's audience.
- 8. Program format and summary (identify the genre, running time, original language and provide a summary of how the story is structured, how it will be told, its focus, and how it will be treated in its visual and audio presentation).
- 9. Treatment (5 to 15 pages), including, if applicable, list of shooting locations, list of potential actors, description of shooting style, etc...
- 10. Creative materials (such as storyboards, sketches, photos, DEMO/SIZZLE reel available online via Vimeo or YouTube in support of project, DVD of Director and/or Producer's previous works).
- 11. Proposed production schedule, including start of principal photography, rough cut delivery, fine cut delivery and master delivery and target dates for confirmation of funding, completion of production and proposed broadcast.
- 12. Finance Plan (if applicable, provide confirmation of other financing commitments. Please also include the amount of your financial request to APTN).



- 13. Dated and signed complete budget.
- 14. Cashflow statement. All Payments will be payable in 60 days following receipt and approval of deliverables and invoice.
- 15. Description of interim financing.
- 16. Detailed calculation for Federal and Provincial tax credit.
- 17. Corporate information (including past production experience/broadcasting credits). APTN will not consider licensing proposals submitted by individuals or companies that do not have relevant production experience.
- 18. Incorporation documents for all Producer(s), Production Companies and Parent Company(ies), wholly-owned subsidiaries where relevant or other involved corporate entities that have a substantial involvement in the production, as applicable.
- 19. Shareholder register and ownership share.
- 20. List and resumes of key creative personnel/principal crew members
- 21. Complete Chain of Title identifying the following:
 - a) Writer's agreements, option/purchase agreements, transfers of rights agreements and all other agreements demonstrating that the producer(s) holds the rights to the following:
 - i) The creative material and concept.
 - ii) The rights to produce, distribute and exploit the project.
- 22. A detailed and comprehensive training plan for Indigenous personnel clearly outlining the professional and mentorship components as well as the expected outcomes for these individuals.
- 23. Promotional Implementation Delivery Strategy. Please see our guidelines for details regarding what promotional materials are needed, and should be included in your budget. [Promo Material Guidelines](#)
- 24. DVD or USB drive containing the above mentioned materials. APTN requires that all proposal submissions submit a hardcopy and a digital copy.



I certify that FEATURE FILM RFP 2019 APPLICATION FORM and deliverables listed in the checklist are complete and all the information provided is truthful and accurate and that no material fact has been omitted.

Signature:

Name:

Date:

PLEASE NOTE: Submissions received after the deadline will not be accepted or considered and incomplete submissions will be automatically declined by APTN.



Checklist of Attached Materials for DEVELOPMENT

When submitting ensure that components are organized in the following order:

- 1. Signed **FEATURE FILM RFP 2019 APPLICATION FORM FOR DEVELOPMENT OR LICENCE RFP's**
- 2. Signed [Signed Proposal Submission Agreement for Producers Form.](#)
- 3. Completed **Declaration as to Indigenous Descent Form.**
[Individual](#)
[Company](#)
- 4. Short synopsis (short is one paragraph or less).
- 5. Long synopsis (long is one page maximum).
- 6. If applicable, information on the book the script is based on: title of work, full name of the Canadian Indigenous author, publishing company and a copy of the book option.
- 7. Program format and summary (identify the genre, proposed running time, number of episodes). Long synopsis (long is one page maximum).
- 8. Identify your target audience and outline the program's relevance and appeal to APTN's audience.
- 9. Project description and development phase objectives (2 to 5 pages).
- 10. Creative materials (such as storyboards, sketches, photos, DVD of Director and/or Producer's previous works). (include 1st Draft Script if applicable)
- 11. Proposed development schedule, including target dates for confirmation of funding, completion of production, and proposed broadcast.
- 12. Finance Plan (if applicable, provide confirmation of other financing commitments. Please also include the amount of your financial request to APTN).
- 13. Dated and signed budget.
- 14. Corporate information (including past production experience/broadcasting credits). APTN will not consider developing proposals submitted by individuals or companies that do not have relevant production experience.
- 15. Incorporation documents for all Producer(s), Production Companies and Parent Company (ies), as applicable.
- 16. Shareholder register and ownership share.
- 17. List and resumes of key creative personnel
- 18. Complete Chain of Title identifying the following:



- a) Writer's agreements, option/purchase agreements, transfers of rights agreements and all other agreements demonstrating that the producer(s) holds the rights to the following:
- i) The creative material and concept.
 - ii) The production, distribution and exploitation of the project.

- 19. A detailed and comprehensive training plan for Indigenous personnel clearly outlining the professional and mentorship components as well as the expected outcomes for these individuals.
- 20. DVD or USB drive containing the above mentioned materials. APTN requires that all proposal submissions submit a hardcopy and a digital copy.

I certify that FEATURE FILM RFP 2019 APPLICATION FORM and deliverables listed in the checklist are complete and all the information provided is truthful and accurate and that no material fact has been omitted.

Signature:

Name:

Date:

PLEASE NOTE: Submissions received after the deadline will not be accepted or considered and incomplete submissions will be automatically declined by APTN.