



الهيئة الملكية الأردنية للأفلام  
The ROYAL FILM COMMISSION  
JORDAN

## **The Jordan Film Fund (JFF) Guidelines and Regulations**

This document is intended to guide you when applying for The Jordan Film Fund (JFF). Please read carefully and if you still have questions, contact the JFF team. Tel: +962797557229 or Email: [apply@film.jo](mailto:apply@film.jo).

### **2021 Timeline**

- The application deadline is **Tuesday 20<sup>th</sup> April 2021 at midnight** (Jordan time).
- The jury meeting will take place at the end of June 2021 and applicants will be notified with the jury's decision by early **July 2021**.

### **Eligibility**

#### **Eligible Categories:**

- Feature-length narrative and documentary (60 minutes and above) at development, production and post-production phases.
- Short (5 to 25 minutes) narrative or documentary, including animation at production phase.
- TV series at development phase.

#### **Eligible Core Team: producer, writer and director:**

- Should be 18 years or above.
- Jordanian or Arab national, who has been residing in Jordan for at least five years. Please note:
  - For the production and post-production phases for feature-length narratives and documentaries: at least one of the three key positions (producer, writer, director) must be eligible (see above for the eligibility conditions).
  - For the development phase of the feature-length narrative and TV series categories: the writer must be eligible (see above for the eligibility conditions).
  - For the development phase of the feature-length documentary: the director must be eligible (see above for the eligibility conditions).
  - For the production phase of shorts (including animation): The three key positions (producer, writer director) must be eligible (see above for the eligibility conditions).
- Industry experience is required from the director and producer, when applying for the production and post-production phases of feature-length films (narrative or documentary).

- Industry experience is not required when applying for the production phase of short films.

**Eligible language of the project and shooting location:**

- At least 50% of all dialogue, narration, voiceover and any form of communication within the project must be in Arabic.
- Shooting percentage in Jordan per category:
  - Production of feature-length narrative: at least 50%
  - Production of short films (including animation): 100%
  - Production of feature-length documentary: the production could take place outside Jordan if the director is a Jordanian national and the topic is directly related to Jordan.

**Duality of roles and number of applications:**

- For the production and post-production phases of feature-length narrative and documentary, the producer and the director must be two different individuals; but duality is allowed in the case of the writer/producer or writer/director.
- The producer (or a production company to which he/she is linked), the writer, and the director can be part of a maximum two applications provided they are not in the same category or phase.
- In the development phases, applicants can submit one application only: be it in the development of TV series, or feature narrative or feature documentary.

**Past applicants' and grantees:**

- Rejected projects are eligible to re-apply only when they are invited by the jury to do so or significant changes and developments were evident in the project.
- JFF grantees (producers, directors and writers) can apply with a new project only one year after the completion phase of the granted project. However, grantees can apply with a new project in a different category or phase without waiting for one year.

**Non-Eligible Applications**

- JFF grantees (producers, directors and writers) with an open grant cannot apply until the grant is concluded; this applies to all categories and phases.
- Granted projects that did not materialize, complete or were terminated cannot re-apply with the same project in the same category; this applies to all categories and phases.
- Rejected submissions by the jury twice are not eligible to re-apply.
- Applications belonging to any of the following categories: music videos, commercials, advertisements or experimental films.
- Applications submitted by current jury members or their partners (or any other kind of legal relationship) or their first-degree relatives (parents, siblings and children).
- Applications with misleading, dishonest or false information.
- Applications not meeting the criteria in this document, handwritten or incomplete.
- Applications missing the deadline.

## General Regulations for Grants

- Except for the development phase, the eligible producer is the only person allowed to enter into an agreement with the RFC. The RFC must immediately be notified if the producer leaves the project, and the approval of this appeal will be at the discretion of the RFC.
- For projects applying for production phase, principal photography should commence post the jury decision; the JFF does not cover retroactive expenses.
- Grants will be reimbursed back to the RFC when:
  - The producer does not sign an agreement within two months from the date receiving the JFF funding letter.
  - Granted shorts are not completed within six months from the date of signing the JFF agreement.
  - A new draft is not delivered to the RFC in four months for cinema projects, and six months for TV series receiving development grants.
  - Post-production did not commence within four months from the agreement sign-off date.
  - Production of feature-length narrative and documentary did not commence within 16 months from the day of signing the JFF agreement.
- Applicants may require justification to the jury's decision within five working days after receiving the JFF official response.
- Applicants or grantees are not allowed to contact any of the jury members at any time; before or after announcing the selected projects.

## Evaluation & Granting Process

Considering transparency, objectivity and equal opportunities to all filmmakers, the RFC's Board members and employees or their first-degree relatives (spouses or parents, siblings and children) are not part of the jury, neither of the selection of the submitted projects.

An independent jury of established film and TV professionals will evaluate eligible applications in cinema and TV categories and will decide on the selection process. Their assessment will consider the projects' originality, creative merit, feasibility, as well as the filmmakers' credentials and abilities.

It is the jury's decision to ask directors/producers applying for production and post-production phases (feature-length narrative and documentary) to pitch their projects if there is a need to do so. The jury's decision will be final, and the applicants will be informed in writing of the decision.

The jury could condition that an experienced mentors are assigned to granted projects if they felt the need to do so.

The exact amount of funds per project is subject to the jury's recommendation. Additionally, the jury will take into consideration the point-based system evaluation process for production and post-production of feature narrative and feature documentary to determine the value of each fund accordingly. The amount allocated to selected projects might vary from one project to another; projects with higher points will be eligible for a bigger percentage of funding, and those achieving lower points will be eligible for a smaller percentage of funding (check the table below for details).

### The JFF Point System Guideline

Elements Points	Max Points
Jordanian Producer	15
Resident Producer	10
Jordanian Director	15
Resident Director	10
Jordanian Writer	15
Resident Writer	10
Content is Jordanian related (topic)	15
Jordan is a main location	20
Jordan is a peripheral location (50%- 90%)	10
At least 90% of cast and crew are Jordanian	20
50%-89% of cast and crew are Jordanian	10

### JFF Budget, Funds & Types of Grants

The total JFF funds allocated for 2021 cycle is JD 250,000 (two hundred and fifty thousand Jordanian Dinars). See also grants amounts per category /phase in the table below:

### Grant Amounts Per Category/Phase

Category / Phase	Min JOD	Max JOD	Fixed JOD
Development Feature Narrative and Documentary			5,000
Development TV Series	5,000	7,000	
Production of Feature Narrative	10,000	50,000	
Production of Feature Documentary	10,000	25,000	
Post-Production Feature Narrative and Documentary	10,000	25,000	
Production of Short (Narrative, Animation & Documentary)	5,000	10,000	

The Jordan Film Fund offers two types of grants:

The first type applies to the development of cinema, TV series and the production of short films. The grant shall be disbursed as follows:

- Development of feature film (narrative and documentary): 1<sup>st</sup> installment (90% of total grant value) following the signing of the JFF agreement and 2<sup>nd</sup> installment (10% of total grant value) upon completion of development phase and as submitted by filmmakers.
- Development of TV series: 1<sup>st</sup> installment (45% of total grant value) following the signing of the JFF contract; 2<sup>nd</sup> installment (45% of total grant value) halfway through development phase and as submitted by writer; 3<sup>rd</sup> installment (10% of total grant value) upon completion of the development phase.
- Production of short films (narrative, documentary and animation): 1<sup>st</sup> installment (90% of total grant value) upon commencement of principal photography (according to the production plan for animated films), and 2<sup>nd</sup> installment (10% of total grant value) upon completion of production and providing financial report.

The second type applies to the production and post-production of feature-length narrative and documentary, with a condition of reimbursing the RFC as detailed next. The grant shall be disbursed as follows:

- a) Production: 1<sup>st</sup> installment (45% of total grant value) upon commencement of principal photography; 2<sup>nd</sup> installment (45% of total grant value) halfway through filming, according to the production schedule; 3<sup>rd</sup> installment (10% of total grant value) upon completion of the production phase and providing financial report.
- b) Post-production: 1<sup>st</sup> installment (90% of total grant value) upon initiation of post-production phase; 2<sup>nd</sup> installment (10% of total grant value) upon completion of post-production phase and providing financial report.

Granted projects of the second type must pay-back the RFC in the event the motion picture earns net revenue of 10% or over (whereby net revenue includes: revenue from box office, television distribution and sales, DVD distribution and sales, merchandising, online and rentals).

The following percentages concern only the amount provided by the JFF to the production and post-production and are relative to the percentage of the net revenue.

% Net Revenue	% To be Re-paid
10%-20%	5%
21%-30%	10%
31%-40%	15%
41%-50%	20%
51%-60%	25%
61%-70%	30%
71%-80%	35%
81%-90%	40%
91%-100%	45%

### Application

- Download the **Application Form** below that is relevant to your project category. Fill it in, sign and email it to: [apply@film.jo](mailto:apply@film.jo) before the **deadline** mentioned in the Timeline section of this document.
- Applications are accepted in either Arabic or English. The JFF might ask applicants to submit translated material if there is a need for it.
- Make sure to submit obligatory supporting documents within **Supporting Material Checklist** in the following table.
- Submitted materials will not be returned.

### Application Forms

- [Production and Post-Production of Feature-Length Narrative](#)
- [Production and Post-Production of Feature-Length Documentary](#)
- [Development of Feature-Length Narrative and Documentary](#)
- [Development of TV Series](#)
- [Production of Short Narrative and Documentary \(including animation\)](#)

### JFF Supporting Material Checklist

Requirements/ Category and phase <i>Documents must be received in PDF format, unless stated otherwise. Video material must be received as online links.</i> Marked Cells ✓ Are Obligatory	Production Short Film (Animation, Narrative & Documentary)	Development Feature Narrative	Development Feature Documentary	Development TV Series	Production Feature Narrative	Production Feature Documentary	Post-Production Feature Narrative	Post-Production Feature Documentary
Completed JFF Application Form	✓	✓	✓	✓	✓	✓	✓	✓
Script, Complete and in correct format	✓ Narrative	N/A	N/A	N/A	✓	N/A	✓	N/A
Treatment/ TV Series Bible*	✓ Documentary	✓ 5 Pages	✓ 5 Pages	✓ TV Bible	N/A	✓	N/A	✓
Registration of intellectual Property*	✓	✓	✓	✓	✓	✓	✓	✓
Rough Cut/ Video Material- Online links only	N/A	N/A	If Available	N/A	N/A	N/A	✓	✓
Storyboard- for animated shorts	✓	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Director's Copy of Passport/ Residency- Image or PDF	✓	If Attached	✓	If Attached	✓	✓	✓	✓
Writer's Copy of Passport/ Residency - Image or PDF	✓	✓	If not director	✓	✓	If not director	✓	If not director
Producer's Copy of Passport/ Residency - Image or PDF	✓	If Attached	If Attached	If Attached	✓	✓	✓	✓
Complete List of Cast and Crew	✓	N/A	N/A	If Attached	✓	✓	N/A	N/A
A copy of the Production Agreement between rights holder (writer or director) and producer	✓	If Attached	If Attached	If Attached	✓	✓	✓	✓
Production Schedule / Development Plan	✓	✓	✓	✓	✓	✓	N/A	N/A
Post-Production Plan / Schedule	✓	N/A	N/A	N/A	✓	✓	✓	✓
Letters of intent from Financier/s and/or Co-production agreement	If Attached	If Attached	If Attached	If Attached	If Attached	If Attached	If Attached	If Attached
1.Detailed Budget that should be in the format of a clearly organized spreadsheet or table. 2. Financial Plan: a clear, complete financial plan including percentages of proposed allotments of funding.	✓	N/A	N/A	N/A	✓	✓	✓	✓

\* Please review the [FAQ page](#) for more information.