



## **The Jordan Film Fund (JFF)**

### ***Guidelines And Regulations***

This comprehensive document is anticipated to guide you while applying for The Jordan Film Fund (JFF). Please read carefully before you apply, if you still have questions, get in touch with the JFF team at The Royal Film Commission- Jordan, Tel: +962 6 4642266 ext. 13 or Mobile: +962 797 557 229 or Email: [apply@film.jo](mailto:apply@film.jo).

#### **Eligibility**

- Applicants should be 18 years or over.
- A Jordanian national should occupy one or more of these roles to be eligible to apply: a producer, director or writer.
- JFF supports Feature Films Narrative and Documentary (60 minutes and above) at Development, Production and Post-production stages, also the Production of Shorts (Narratives and Documentaries) and animated films (5 to 25 minutes) further to support the Development of TV Series.
- At least 50% of all dialogue, narration, voiceover and any form of communication within the project must be in Arabic.
- 50% of Production must be in Jordan.

#### **Non-Eligible Applications**

- Applications belonging to any of the following categories: Music Videos, Commercials, Advertisements or Experimental films.
- Applications submitted by the RFC Board Members and Employees or their partners (or any other kind of legal relationship) or their first degree relatives (spouses, parents, siblings and children of the RFC employee).
- 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 of the current Jury member).
- Applications with misleading, dishonest, or false information.
- Applications not meeting the criteria in this document, handwritten, or incomplete.
- Applications missing the deadline.

#### **Timeline 2018**

##### **Cinema:**

- Submission for all categories starts 6<sup>th</sup> March 2018.
- Deadline for Cinema category is midnight on 3<sup>rd</sup> May 2018 (Jordan time).
- Cinemas' Jury assessment meeting will take place mid July 2018 and successful applicants will be notified no later than 31<sup>st</sup> July 2018.

**TV Series:**

- Application deadline for TV Series category is midnight on 10<sup>th</sup> April 2018 (Jordan time).
- TV Series' Jury's first assessment meeting will take place in April 2018 and will shortlist 5-10 applicants, who will be notified no later than 30<sup>th</sup> April 2018.
- Shortlisted applicants in the TV Series category will receive professional supervision for the development of their treatments until August 2018.
- A second Jury will assess the developed projects of the shortlisted applicants in the TV series category and will decide on two grant recipients no later than August 31<sup>st</sup> 2018.

**Evaluation & Granting Process**

Two independent Jury committees 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 projects' originality, creative merit, feasibility, as well as the filmmakers' credentials and abilities.

It is the Jury decision to ask Directors/ Producers applying for Feature Production and Post-Production Categories (Narrative and Documentary) to pitch their projects if they felt the need to do so. The Jury decisions will be final and the applicants will be informed in writing of the decision.

Selected Projects by the Jury will enter the point based system evaluation process 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 below table 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

**Budget, Funds & Types of Grants**

The JFF total funds allocated to 2018 projects is JD 250,000 (two hundred and fifty thousand Jordanian Dinars) that will be split between successful applications as the following: 10% for Shorts Narrative and Documentary), 20% for Documentaries, 20% for Development (Cinema and TV) and 50% for Feature Narrative. See also grants amounts per category in the below table:

**Grant Amounts Per Category**

Category	Min JD	Max JD	Fixed JD
Development Feature Narrative and Documentary			5,000
Development TV Series	8,000	10,000	
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 Shorts and Animation (Narrative & Documentary)	5,000	10,000	

The Jordan Film Fund offers two types of grants:

- **Unconditional Grant:** This type of grant is dispensed for Cinema and TV Development and Short & Animated Films categories only and shall be **dispensed as follows:** 1<sup>st</sup> installment (%90 of total grant value) following the signing of the JFF contract and 2<sup>nd</sup> installment (%10 of total grant value) upon delivery of new draft/ film.
- **Conditional Grants:** Selected applicants will be provided with funding on a conditional grant basis. This type of grant is dispensed for the Production and Post Production categories and shall be **dispensed as follows:**
  - a) Production: 1<sup>st</sup> installment (%45 of total grant value) upon commencement of principal photography and 2<sup>nd</sup> installment (%45 of total grant value) half way through filming according to the production schedule, and 3<sup>rd</sup> installment (%10 of total grant value) upon completion of production phase.
  - b) Post-production: 1<sup>st</sup> installment (%90 of total grant value) following the signing of the JFF contract and 2<sup>nd</sup> installment (%10 of total grant value) upon completion of rough cut post-production.

Granted projects within this category must reimburse the JFF in the event the motion picture earns net revenue of 10% or over (whereby net revenue includes revenue from box office revenues, television distribution and sales, DVD distribution and sales, merchandising and 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%

#### **General Regulations for applicants**

- The producer must submit applications only; otherwise it will be automatically disqualified. This applies to all categories except for the Development category where a writer, producer can apply.
- Applicants should have industry experience when applying with feature length (Narrative & Documentary). Short films applicants do not need to have industry experience.
- A Producer can submit a maximum of two applications, provided not more than one application is for the feature production category.
- A producer can submit a maximum of one short film applications.

- In feature narrative applications, the producer and the director must be two different individuals, but duality is allowed: writer/producer or writer/director. For all other categories the director and producer can be the same individual.
- The producer may apply every year, but not with the same project, unless the jury states that the project has the potential to be developed further and reconsidered for the next round.

### **General Regulations for Grants**

- The producer is the only person allowed to enter into an agreement with the JFF. 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.
- Grants will be reimbursed back to the RFC when:
  - The producer does not sign agreement within three weeks from the date the JFF sends the letter of intent.
  - Granted shorts are not completed within 120 days from the date of signing the JFF agreement.
  - A new draft is not delivered to the RFC in 120 days for projects receiving Development grants.
  - Post-production did not commence within 90 days from the agreement sign off date.
  - Production of feature narrative and documentary did not commence within 16 months from the day of signing the JFF agreement.

### **Application & Material**

- To apply, 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 accept in Arabic or English but must be consistent. It is possible for JFF to ask applicants to submit translated material if felt the need for it.
- Refer to the **JFF Supporting Material Checklist** for required supporting documents for your project category.
- If any of the obligatory ✓ documents is missing, JFF will not contact the applicant to ask him/her for that missing document and the application will be disqualified immediately.
- Submitted materials will not be returned.
- Due to the large volume of applicants, the Jordan Film Fund (JFF) is under no obligation to answer queries or questions post the application deadline. However, JFF will provide feedback or recommendations to the filmmakers if given by the jury members.

### **Application Forms**

- [Production of Short \(Narrative and Documentary\) and Animated Films](#)
- [Development of Feature Narrative and Documentary](#)
- [Production and Post-Production of Feature Narrative](#)
- [Production and Post-Production of Feature Documentary](#)
- [Development of TV Series](#)

## JFF Supporting Material Checklist

<b>Requirements/ Category</b> <i>Documents must be received in PDF format, unless stated otherwise. Video material must be received as online links.</i> <b>Marked Cells ✓ Are Obligatory</b>	<b>Production Short Film &amp; Animation Narrative &amp; Documentary</b>	<b>Development Feature Narrative</b>	<b>Development Feature Documentary</b>	<b>Development TV Series</b>	<b>Production Narrative</b>	<b>Production Documentary</b>	<b>Post-Production Narrative</b>	<b>Post-Production Documentary</b>
<b>Completed JFF Application Form</b>	✓	✓	✓	✓	✓	✓	✓	✓
<b>Script, Complete and in correct format</b>	✓ Narrative	✓ 5 Pages	N/A	N/A	✓	N/A	✓	N/A
<b>Treatment</b>	✓ Documentary	N/A	✓ 5 Pages	N/A	N/A	✓	N/A	✓
<b>Rough Cut- Online link only</b>	N/A	N/A	N/A	N/A	N/A	N/A	If Available	If Available
<b>Storyboard- for animated shorts</b>	✓	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<b>Director's Copy of Passport- Image or PDF</b>	✓	If Attached	✓	If Attached	✓	✓	✓	✓
<b>Writer's Copy of Passport- Image or PDF</b>	✓	✓	If not Director	✓	✓	If not Director	✓	N/A
<b>Producer's Copy of Passport- Image or PDF</b>	✓	✓	✓	If Attached	✓	✓	✓	✓
<b>Complete List of Cast and Crew</b>	✓	N/A	N/A	N/A	✓	✓	N/A	N/A
<b>Production Company Profile</b>	If Attached	If Attached	If Attached	If Attached	If Attached	If Attached	If Attached	If Attached
<b>TV Station/s Letter/s of Engagement/ commitment</b>	If Attached	If Attached	If Attached	If Attached	If Attached	If Attached	If Attached	If Attached
<b>Production Schedule</b>	✓	N/A	N/A	N/A	✓	✓	N/A	N/A
<b>Post-Production Plan/ Schedule</b>	✓	N/A	N/A	N/A	N/A	N/A	✓	✓
<b>Letters of intent from all Financiers</b>	✓ If Attached	If Attached	If Attached	If Attached	✓ If Attached	✓ If Attached	✓ If Attached	✓ If Attached
<b>Detailed Budget &amp; Financial Plan: A clear, complete budgeting plan including percentages of proposed allotments of funding. The budget should be in the format of a clearly organized spreadsheet or table</b>	✓	N/A	N/A	N/A	✓	✓	✓	✓