

Hot Docs Ted Rogers Doc Fund

Required Information

This \$1-million fund provides production grants of up to \$20,000 to Canadian documentary projects.

This outline is to help guide you in preparing your application. You may also refer to the online application for more detailed information. Please note that the Hot Docs Ted Rogers Doc Fund will be reviewed annually, and these guidelines are subject to change.

Questions? Contact funds@hotdocs.ca.

PRIMARY CONTACT INFORMATION

- Producer Company profile
- Company contact information

PROJECT INFO

- Title of Project
- Stage of Production
- Runtime
- Genre(s)
- Language(s)
- Date of Principal Photography
- Date of Delivery to Market Partners
- Projected Date of Airing
- Shooting Locations

STORY DESCRIPTION

Logline – max. 150 words

Provide a brief, catchy summary of your story.

Synopsis – max. 750 words

Give an overview of your story, introducing the main characters and potential plot points. Describe the anticipated story structure and narrative trajectory, or potential character arcs for your project.

Topic Summary – max. 750 words

Why is this topic important, timely, or relevant? Why are you the best person to make a film about this? Explain the cultural or social relevance and context for the topic, and why this project is timely or urgent. Detail the topics, issues, themes, challenges, stakes, or questions that your project will cover.

Relationship and Approaches to Communities Involved - max. 300 words

What is the creative team's connection to the story? Why is the core creative team uniquely positioned to make this film? What is your creative team's personal connection to the specific communities your story is about? Discuss how the access to the story and characters was established. Explain the collaboration with the protagonists and reflect on the film team's engagement with the community. If this is a co-creation project, please describe how this collaboration came about and where the story originated from.

Hot Docs Ted Rogers Doc Fund

Required Information

Artistic Approach – max. 500 words

How are you going to tell this story? Describe your creative vision for the finished project – its visual look and feel. Explain your intended use of cinematic language or any particular artistic approach that informs the storytelling.

Status Report of Project – max. 500 words

Explain the current status of the project. Outline the projected production timeline from the project's current state to the anticipated completion date. Your timeline should cover both the creative and production processes and should detail major project activities, production schedules, and anticipated post-production and release dates. Please also include information on rights, access to interview subjects, etc.

COVID-19 Considerations - max. 500 words

Please reflect on how COVID has impacted your film and how you plan on moving the project forward with COVID-specific limitations in place.

AUDIENCE & REACH

Intended Audience – max. 300 words

Describe the anticipated audience for your project, including any under-served audiences. How do you plan to reach your target audience? If your distribution strategy includes an impact plan, you may also provide details of that here.

CO-PRODUCTION STATUS (if applicable)

- Official Canadian co-production status
- Co-Producer Company profile
- Contact information

PRODUCTION TEAM

Production Team & Credits

Please provide the names and roles of your key production team members. For each team member, please provide information about the last 3 projects completed as well as a biography (max. 250 words).

MARKET PARTNER

Applications require a primary market partner for consideration. The primary market partner is a broadcaster, theatrical distributor or new media partner which will broadcast/distribute the film to the audience. The commitment should demonstrate financial commitment. If there is more than one broadcast partner, please list the largest or initial partner.

- Company
- Market Partner Primary Contact information

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BUDGET & FINANCING

Please note that you will be required to attach an industry standard budget to your application. Please note that all currencies must have a column for Canadian dollars.

- Amount you are requesting from the Hot Docs Ted Rogers Fund
- Total budget

FINANCING SCENARIO

Provide an outline of all the sources and amounts raised to date. Distinguish between potential sources of funding and secured amounts. List the status of other sources of funding currently under consideration, whether to be applied or pending. This number should match your budget amount. Please note that all currencies must have a column for Canadian dollars.

Example

Source	Amount	%	Status
Hot Docs Ted RogersFund	\$X	Y%	Applied
Private Investment	\$X	Y%	Confirmed
Foundation	\$X	Y%	Applied
Broadcast License A	\$X	Y%	In Negotiation
Crowdfunding Campaign	\$X	Y%	In Process (end date MM/DD/YY)
TOTAL	\$XXX	100%	

TRAILERS/FOOTAGE

A maximum of 10 minutes of supporting footage may be submitted using up to two separate links. English subtitles required for areas the language(s) spoken is not in English.

Teasers, trailers, and sample footage must be hosted on an independent website such as Vimeo and submitted via a link. Trailers can be password protected but must remain live until July 2021. Please ensure that your password does not change during this time. We will not follow up with applicants regarding broken links or expired passwords.

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SUPPORTING DOCUMENTS

To complete your application, you must prepare and upload all required documents in the online application. All supporting files must adhere to the file-naming instructions provided below.

Please append the following documents as separate PDF files, following the below filenames. Please insert a consistent project file name where it reads “ProjectTitle”. For instance, if your project is called, In the Name of All Canadians (aka INAC), please see example in the last column for the naming convention.

PDF scans of documents must be at a resolution between 72dpi and 150dpi. If you have more than one document per section, please merge them into a single pdf file. The application form will not accept individual files larger than 25MB. Please check your file size before uploading.

Documentation must be submitted in English or with accompanying English translation.

	Required Document	Description	Required?	File Name
1	Detailed Industry Standard Production Budget	Complete detailed production budget for the project. Enhancement request budgets must highlight the specific line items involved. <i>Please note that all currencies must have a column for Canadian dollars.</i>	Required	HDTRF-ProjectTitle-Appendix1 <i>ex. HDTRF – INAC – Appendix1</i>
2	Financial Commitments	Copies of signed financial commitments from all sources of confirmed funding to date.	Required	HDTRF-ProjectTitle-Appendix2 <i>ex. HDTRF – INAC – Appendix2</i>
3	Proof of Ownership of Content	Please provide option agreements, or project chain of title agreements.	Required	HDTRF-ProjectTitle-Appendix3 <i>ex. HDTRF – INAC – Appendix3</i>
4	Incorporation Documents	Government issued incorporation documents: History of Corporate Ownership; Company Chain of Title	Required	HDTRF-ProjectTitle-Appendix4 <i>ex. HDTRF – INAC – Appendix4</i>
5	Shooting & Production Schedule	Complete shooting and production schedules, including estimated completion date	Required	HDTRF-ProjectTitle-Appendix5 <i>ex. HDTRF – INAC – Appendix5</i>
6	Canadian Content Certification	Information on the potential to qualify for certification as a Canadian Production by CAVCO or as an official treaty co-production by Telefilm Canada's Co-Production Office.	Required	HDTRF-ProjectTitle-Appendix6 <i>ex. HDTRF – INAC – Appendix6</i>
7	Market Partner Agreements	All primary market partner agreements, including a detailed list of licenses, pre-sales and other revenue sources (whether included in the production financing or not).	Required	HDTRF-ProjectTitle-Appendix7 <i>ex. HDTRF – INAC – Appendix7</i>
8	Distribution Agreement	All distribution agreements, for both Canadian and international territories.	If applicable	HDTRF-ProjectTitle-Appendix8 <i>ex. HDTRF – INAC – Appendix8</i>
9	Co-production Agreements	Copy of agreements between the co-producing companies.	If applicable	HDTRF-ProjectTitle-Appendix9 <i>ex. HDTRF – INAC – Appendix9</i>