



Step 1: PROJECT SUMMARY

Please complete the following form:

Request Date	
ABOUT PROJECT CONTACT	
Name	
Address	
City	State Zip
Phone #	Phone type
2nd Phone #	Phone type
Email	
Position on Project	
<i>If applicable</i> Company Name	Tax ID #
ABOUT THE PROJECT	
Project Description	Est. Minutes
Select Status of Project <input type="checkbox"/> Work in Progress <input type="checkbox"/> Complete	
<i>If Work in Progress</i> % Work Completed	Est. Completion Date
Total Projected Budget	<i>Reminder to provide a Line-Item Budget with Application.</i>
Amount of Funding to date	<i>List funding sources below or attach a separate document.</i>
Funding Sources to date	Funding Amount



Step 2: PROJECT PROPOSAL

Please provide a proposal document that covers the following:

The proposal should be in a narrative format, not broken down by question, and not posed as a letter to the Committee. The goal is to use your submitted proposal as a “boiler plate” proposal that you will then use to submit to foundations, corporations, etc. for funding. The proposal should cover the following areas and address the following questions:

- Synopsis of the film
- Attached crew, cast, etc.
- How long do you predict that it will take to make this film once funding is received? What is your total production timeline?
- Who do you plan to approach for funding?
- Who is the audience for your film? (This should be described in specific terms.)
- How do you plan to reach your audience? What do you have in mind for distribution?
- What are your marketing and promotional plans?
- How will you finish the project if you do not raise the intended funds?

Step 3: SIGNATURE

The undersigned has read and understands the requirements for receiving a grant from Austin Film Festival (AFF) to be funded by a source other than AFF, and that actual fundraising is the sole responsibility of the filmmaker.

Name _____

Signature _____

Date _____

Step 4: SUBMISSION

Please send the Project Summary form, Project Proposal document, and signature page to:
barb@austinfilmfestival.com

Please put into the subject line: Fiscal Sponsorship Request

Austin Film Festival will confirm receipt of your submission and follow up accordingly.