

\* Indicates required field.

## 1. Overview

Name of organization/business\* \_\_\_\_\_

Contact Person\* \_\_\_\_\_

Email\* \_\_\_\_\_

Phone numbers: Primary\* \_\_\_\_\_ Alternate \_\_\_\_\_

Mailing address \_\_\_\_\_

Street number and name\*

City/town\*

County\*

Province\*

Postal code\*

Website and Social Media account information \_\_\_\_\_

Nova Scotia Registry of Joint Stocks registration number\* \_\_\_\_\_

Canada Revenue Agency (CRA) number (if applicable) \_\_\_\_\_

If there is anyone else who can answer questions about this project include their contact information:

Name \_\_\_\_\_

Phone/fax Primary \_\_\_\_\_ Alternate \_\_\_\_\_ Fax \_\_\_\_\_

Email \_\_\_\_\_

As an authorized representative of the applicant business/organization:\*

- I have carefully read the application guidelines and eligibility criteria for this program, and confirm that the organization/business I represent meets the eligibility criteria.
- I am aware that all outstanding final reports for previously-funded projects must be submitted and approved before any additional funding can be released.
- I will act as the representative of the organization, consortium or group and will keep all participants informed of the application content and any funding decision.





### 3. Detailed Project Proposal

---

The Detailed Project Description should be formatted as follows and submitted as a single separate document.

#### **Detailed Project Description (max 500 words)\***

- What work is required? Describe the process involved in completing the work, highlighting any elements that align with the objectives of the Fund
- Provide detail regarding the following:
  - audience interest in the project, including confirmed (or expressed) broadcaster and/or distributor interest.
  - market and/or cultural impact of the project

#### **Project Team (Core contributors and collaborators) (max 500 words)\***

- Provide detail regarding the production team, writer and other core members of the project. Provide record of past successes and information that supports the applicant's overall ability to execute the project as proposed.
- List any collaborators in the project and provide a short description of their involvement.
  - Identify key project partners and contributors who advance the Fund's equity, diversity and inclusion (EDI) and gender parity objectives through meaningful and supported involvement in the project as proposed. Please note that the Screenwriter's Development Fund applies the standard for Diverse Community set out in the Canada Media Fund's Guidelines: <https://cmf-fmc.ca/document/appendix-a-definitions-and-essential-requirements/>
  - Letters of support confirming collaborator participation may be included with supplementary material and sent to [creativeindustries@novascotia.ca](mailto:creativeindustries@novascotia.ca)

#### **Critical Path\***

- Identify any project milestones within the project timeline

## 4. Project Financial Information

### Project Funding\*

- How much funding does the project require? Where will funding from this program be directed (refer to eligible expenses in the Program Guidelines)?

This program will fund a maximum of 50% of eligible project costs. Explain how that balance of project costs will be financed. Include any confirmed or pending funding sources (max 250 words)

**Provide a detailed budget for your project including only those revenues and expenditures that are specific to your proposed project. The SDF Budget Template will be provided to you with your application information but suitable alternatives will also be accepted (confirm with the Program Officer prior to submitting).**

Indicating 'yes' in the field below confirms that you understand that this information is required and will be(or has already been) submitted to the Program Officer. Failure to submit this information will result in an incomplete application.\*

Yes

## 5. Supplemental Information

Additional materials may be submitted to the Program Officer via email to:  
[creativeindustries@novascotia.ca](mailto:creativeindustries@novascotia.ca).

**The subject line of emails should be formatted as follows:**

Screenwriters Development Fund\_[Project Name]\_[Production Company]

Indicate below whether additional materials have been or will be sent in support of your application.

Yes  No

## 6. Declaration and Consent

I consent to the sharing of my information with other government departments, organizations or contractors that the Department of Communities, Culture, Tourism and Heritage (including African Nova Scotian, Acadian and Gaelic Affairs) or Arts Nova Scotia has a data sharing agreement with.\*

Yes  No

I consent to the Department of Communities, Culture, Tourism and Heritage (including African Nova Scotia Affairs, Acadian and Francophone Affairs and Gaelic Affairs) or Arts Nova Scotia adding my name, mailing address and e-mail to a distribution list to receive updates on programs, services, news and events.\*

Yes  No

The information provided in this submission is complete and accurate to the best of my knowledge.\*

Confirm

Name of authorized official submitting this application:\*

Name of submitting individual: \_\_\_\_\_

## Contact and Submission Information

**Send Application, Budget and Additional Materials to:**

Via Email: [creativeindustries@novascotia.ca](mailto:creativeindustries@novascotia.ca)

**For further information:**

**Mickey Quase**

Telephone: (902) 456-8983

Email: [Mickey.Quase@novascotia.ca](mailto:Mickey.Quase@novascotia.ca)

Or

**Jamie MacLellan**

(902) 222-3069

Email: [Jamie.MacLellan@novascotia.ca](mailto:Jamie.MacLellan@novascotia.ca)

Web: [www.novascotia.ca/cch](http://www.novascotia.ca/cch)