



CREATIVE MATERIAL

- **PITCH DOCUMENTS** (max 2,500 words). Projects in this Program shall compete for funding according to a selective process. Please DO NOT put your company name/applicant information on the Pitch documents. To make its funding decisions, an independent jury will use the criteria noted in section 2.4 of the program guidelines to evaluate the required pitch document submitted by Applicants.

BUDGET

- **SIGNED CMF EARLY-STAGE DEVELOPMENT PROGRAM BUDGET** (form available). In this Program, only Canadian costs are Eligible Costs. Costs incurred before the 2021-2022 CMF fiscal year will not be considered Eligible Costs. Funding received through this Program should focus primarily on the creation of early-stage creative materials.

UNDERLYING RIGHTS

- **SUPPORTING DOCUMENTATION** demonstrating the Applicant owns all rights and options necessary for the development, production and its distribution in Canada and abroad. Provide signed copy of the document.

NEW – DIRECTORS AND SHAREHOLDERS FORM – GENERAL CMF PROGRAMS you must use the *new* form available on the CMF website (make sure to use the form from the current fiscal year). Submit a form for the applicant and, if applicable, for the co-applicant, your parent companies or any other shareholder that is a company. If you are applying on behalf of a company that is not yet incorporated, submit a list of the future directors and shareholders. A Directors and Shareholders Form is required in each application for 2021-2022.

CORPORATE INFORMATION documents under this section to be submitted under the Records menu, under My Organizations; select company; select Manage Documents button on top right; click on Add and then Submit. Only required if there have been changes to the corporate information since the last application

- **COMPLETE INCORPORATION DOCUMENTS** articles of Incorporation and By-laws for Applicants, Co-Applicants and Parent Companies, as applicable.
- **CORPORATE PROFILE** including company mandate for all Applicants, Co-Applicants and Parent Companies, if available.
- **ELIGIBLE APPLICANT FORM** eligible Applicants may apply to the Program with a maximum of one Eligible Project. Applicants that received funding from the Early-Stage Development Program in 2020-2021 are ineligible for the Program in 2021-2022.

NOMENCLATURE OF DOCUMENTS please review the *Guide to Complete Application* in Dialogue for examples on how to properly identify each document.

The CMF reserves the right to require other documentation from applicants for the completion of the assessment of the project.

Now that you have the list of required documents, you are ready to prepare and submit your Application. CMF programs are administered via Dialogue. New to Dialogue? You may find the Dialogue User Guide helpful: [USER GUIDE: HOW TO NAVIGATE DIALOGUE](#) - you can find it here <https://telefilm.ca/en/log-in> under Tools and resources - CMF. Use this guide to learn the basic step-by-step instructions to help you navigate the Dialogue platform.

Once you are all set-up with your Dialogue account, you will be able to submit your Application. The above-listed required documents must be uploaded to your Dialogue Application Form. To submit a complete Application, please follow the [GUIDE TO COMPLETE APPLICATION](#) linked to the Dialogue Application Form, as seen below:

Complete Application

Summary

Program _____

Application Year 2021-2022

[Guide to Complete Application](#)

Applicant

Select Applicant Company

Productions Inc.

Correspondence Language

--Select--

If this information is incorrect, please contact the Telefilm Helpdesk
enr@telefilm.ca

Are you applying on behalf of a company to be incorporated?

--Select--