



## FOSTERING FILMMAKERS GRANT PROGRAM APPLICATION

### **Overview**

The Jacksonville Fostering Filmmakers Grant Program seeks to foster independent filmmaking in Jacksonville by assisting local filmmakers with partial funding of locally produced motion pictures whose goal is wider distribution via theatrical, streaming services and/or film festivals.

Duval County-based filmmakers may apply for a grant to assist in producing independent motion picture projects, with eligibility based on a set of Duval County-centric criteria, listed in the Program Requirements below. Eligible grantees shall receive a grant of \$10,000, to be distributed in two (2) payments of 50% each, with the first payment due upon completion of production and the second payment due upon completion of the editorial cut.

Grants are subject to availability of funds annually and will only be disbursed after meeting all required criteria.

Applicants may only be awarded a grant once per three (3) calendar year period and no more than three (3) grants in their lifetime.

This Program may award up to three (3) \$10,000 grants annually based on scoring criteria.

**SUBMISSION DEADLINE is 11:59 PM, September 5, 2025.** Grant applications will be reviewed and evaluated after the submission deadline, September 5, 2025. **The production can't start principal photography until the application has been approved.**

### **PROGRAM REQUIREMENTS:**

- **Project:** To be eligible, a Project must be planned as a motion picture (limited to narrative, documentary, animation, or combination thereof) with an estimated runtime of at least seventy (70) minutes.
- **Script & Story:** Applicant must provide a logline (one to two sentences), short synopsis (half a page), and completed script (for narrative films) or content document / summary of project (for documentaries) for their Project.
- **Genre:** All genres are eligible. A Project must not be a pornographic production; or any production deemed obscene under Chapter 847, Florida Statutes.
- **Residency:** Applicant must be a resident of Duval County for at least six (6) months prior to submission of the application. Two forms of proof are required.
- **Filmmaker Funds & Budget:** Applicant is required to provide proof of a minimum private investment of \$10,000 towards the production of the Project along with the **production budget**. Proof of filmmaker funds may come in the form of a bank statement, proof of present grant award (non-Duval County grants only), or guarantee from financial institution, film fund, or loan company.
- **Use of Funds:** Provide specific details how this award (funds) **will add value to your production**.
- **Production Schedule:** Applicant must provide the **production schedule** which reflects pre-production, production (shooting schedule), and post-production for their Project. Special notes should identify which filming locations are in Duval County.
- **Work Sample & Resume:** Applicant should be a practicing filmmaker who, in the past three (3) years, has created a body of original work as a screenwriter, director and/or producer. Applicant must provide a work sample which reflects their aesthetics, style, and storytelling ability, and which should have received distribution and/or acceptance into noteworthy film festivals. Applicant must also provide a resume/CV which includes proof of distribution of prior work (if applicable) and/or proof of acceptance into a noteworthy film festival of prior work (if applicable) to support this claim.

- **Cast & Crew Bios:** Applicant should provide a brief bio (no more than two pages total) on key members of the Cast and Crew.
- **Distribution Plan:** Applicant should provide a summary of their distribution plan (no more than one page), which may include premieres, film festivals, four walling, other theatrical screenings, agreements with networks or streaming platforms as well as advertising or marketing plans for their Project.
- **Credits:** The *City of Jacksonville* logo must be included in the credits, along with the following statement: "This motion picture was made possible, in part, by a grant from the City of Jacksonville".
- **Marketing Materials:** Promotional stills, behind-the-scenes photos, and marketing materials for the Project shall be provided to the JFTO prior to the Project's release for use on social media, promotional materials, and other marketing efforts, without restriction.
- **Additional Items:** Other submission items which may be included, but are not required, storyboards, pitch deck, and letters of recommendation.
- **Additional Requirements:**
  - 80% of Productions Days must be filmed in Duval County. Production schedule will need to list the exact locations with addresses, dates, and description of scenes to name a few.
  - 70% of **paid** Cast and Crew must be Duval County residents.
  - 50% of vendors must be Duval County businesses, with best efforts used to hire micro small businesses (fewer than 10 full-time equivalent employees) for at least 15% of the

**Definitions** aforementioned vendors.

**Cast and Crew** means personnel hired on a Production Project who work as talent in front of the camera or in the technical and practical business of shooting a Production.

**Completion of Editorial Cut** means a picture locked edit of the film, prior to the implementation of post sound, coloring, titles or music, which is no less than 70 minutes in length.

**Digital Media Project** means visual effects or digital animation sequences.

**Micro Small Business** means fewer than 10 full-time employees, one of or more of whom is the owner.

**Major Film Festivals** include any Oscar-qualifying film festivals or otherwise globally recognized, reputable festivals.

**Production** means a theatrical or direct-to-video motion picture; a made-for-television motion picture; visual effects or digital animation sequences produced in conjunction with a motion picture; a commercial; a documentary film; a television pilot program; a presentation for a television pilot program; a television series or streaming, including, but not limited to, a drama, a comedy, a soap opera, a telenovela, or a miniseries production. One season of a television series is considered one production for purposes of applying for the incentive.

**Production Days** means the combined number of days used to create a Production, including pre-production, days spent on-site making the Production, and post-filming days, which includes the preparation concluding a Production as well as editing a Production to achieve a final product.

**Production Project** means an eligible Production or Digital Media Project

### **Application Process**

A qualifying application and required accompanying paperwork must be completed in full and submitted via email to the Jacksonville Film & Television Office prior to principal photography. Emailed documents must be submitted in PDF form. The only email address where applications may be submitted is [FilmJaxInfo@coj.net](mailto:FilmJaxInfo@coj.net).

Hard copy submissions must be sent via USPS, FedEx, or other delivery to:

**Jacksonville Film & Television Office**  
**Attn: FILM-TELEVISION INCENTIVE PROGRAM 117 W.**  
**Duval St., Suite 250**  
**Jacksonville, FL 32202**

Upon submission of the application, the applicant will receive by email a confirmation message acknowledging receipt of the application. The application and required paperwork will be reviewed for accuracy and will be vetted.

Each Production Project must start principal photography within 120 days after application submission. The finished project must be presented within 180 days of production start date. At Film & Television Office discretion, one reasonable extension to deliver finished project can be granted if there are extenuating circumstances. Incomplete applications and paperwork will NOT be accepted. Application package is only considered complete when all required documents have been received.

*Note to applicant: All documents related to the Fostering Filmmakers Program Application and Agreement, including but not limited to all exhibits, the application, audit results, financial documents, and certificates of insurance are public records and subject to Chapter 119, Florida Statutes.*

If any project is not completed after any phase of the grant being awarded, the applicant will no longer be eligible for future Jacksonville Fostering Filmmakers Grants (or other Jacksonville Film & Television Office grant opportunities) in perpetuity and could be subject to legal recourse. Applicants cannot apply to any other Jacksonville Film & Television Incentive Program options per each individual project.

### **Qualification Process**

Once an application is complete, JFTO shall review it to determine whether contains all required information and meets the program criteria. JFTO shall either deny the application or qualify the applicant and recommend approval to the Office of Economic Development.

### **Approval Process**

1. The Office of Economic Development shall consider JFTO's recommendation and make a final determination.
2. Grant awards are conditioned upon availability of funds pursuant to the fiscal year allocation. If no funds are available in the applicable fiscal year, then the applicant must be notified.

### **Verification of Expenditures**

Upon completion of the production and/or principal photography, Grantee shall provide the JFTO a list of the total expenditures, including but not limited to:

- a) Duval County hired Cast and Crew;
- b) Rentals;
- c) Purchases in Duval County (e.g., grip/electric, hotels, Airbnb, props, meals, catering, etc.)

Supporting documentation, including invoices and proof of payment, must be provided **under the registered company name** for verification of expenditures.

Note: in the event the Grantee does not complete the Project after receiving grant funds, Grantee shall no longer be eligible for grants under the Jacksonville Film & Television Programs. Reasonable extensions may be granted by the Film Commissioner under justifying circumstances and written request.

### **Disbursement of Grant Funds**

Eligible grantees shall receive a grant of \$10,000, to be distributed in two (2) payments of 50% each, with the first installment of \$5,000 payable upon completion of production and the second installment of \$5,000 payable at completion of editorial cut (**post-production**), **upon the review and approval of the Jacksonville Film & Television Office**. All program requirements must be met in order to receive payment.

**Public Records**

All documents related to the Incentive Agreement, including but not limited to all exhibits, the application, audit results, financial documents, and certificates of insurance are public records and subject to Chapter 119, Florida Statutes.

\_\_\_\_\_  
Name of Business Entity / Production Company

\_\_\_\_\_  
Project Title

\_\_\_\_\_  
Project Type

FOR INTERNAL USE ONLY

\_\_\_\_\_  
Date Received

\_\_\_\_\_  
Date Revised

\_\_\_\_\_  
Date Completed

\_\_\_\_\_  
Project Number

## APPLICANT INFORMATION

First/Last Name:	Title/Role:
Email Address:	Phone:
Mailing Address:	
Company Name (if applicable/ <b>as it appears in the City of Jacksonville Supplier Portal</b> )	
Company Website:	
Company Mailing Address (if different from above):	

## PROJECT INFORMATION

PROJECT/WORKING TITLE:	
Feature Narrative (70 min.) <input type="checkbox"/>	Documentary (70 min) <input type="checkbox"/>
PRINCIPAL PHOTOGRAPHY START DATE (mm/dd/yy)	PRODUCTION DAY(S) #
DUVAL COUNTY DAY(S) #	PRODUCTION DAYS OTHER THAN DUVAL COUNTY #
ESTIMATED DATE OF PRE-PRODUCTION START (mm/dd/yy)	WHAT IS THE ANTICIPATED CAMERA WRAP DATE? (mm/dd/yy)
ESTIMATED FINAL WRAP DAY (mm/dd/yy)	

## PROJECT OVERVIEW

### PROJECT DESCRIPTION AND SUMMARY (Attach additional pages)

Give a brief description of this production project, noting that additional attachments will be required with your application to provide further details.

### COLLABORATION

Are you collaborating with any individuals or other organizations for this project? If so, please list their name/organization and their role.

<p><b>PROJECT PLANS</b></p> <p>Please describe the plans for the project after completion (i.e., film festival submission, distribution channels, events/screenings, etc.)</p>
<p><b>OTHER DUVAL COUNTY GRANTS</b></p> <p><u>Have you applied for any other Duval County grants (currently for this project or in the past for any projects) and if so, which one(s)? Please provide specific grant title(s) and project title(s)</u></p>

<b>MISCELLANEOUS</b>
<p>Provide any additional information you want to be considered as a part of this incentive application or items that may provide supplementary background information on your project or company.</p>

<b>APPLICANT SIGNATURE</b>
<p>By signing below, I certify the information provided in this application along with any pertinent information included in accompanying material is true, correct, and complete.</p>
<p>APPLICANT (Printed Name)</p>
<p>Applicant (Title)</p>
<p>APPLICANT SIGNATURE</p>
<p>DATE</p>

## REQUIRED APPLICATION PAPERWORK

1. Proof of six (6) months of residency in Duval County in two forms (i.e., Driver's License and Utility Bill)
2. Completed script (or content document / summary of project as applicable for documentaries)
3. Story Synopsis and Logline.
4. Production schedule reflecting pre-production, production, and post-production schedule for entire project (including identifiers for Duval County and any other locations)
5. Proof of matching financing totaling at least \$10,000. Proof may come in the form of a bank statement, proof of present grant award (non-Duval County grants only) or guarantee from financial institution/film fund/loan company. Proof of funding from outside source must come with a notarized authorization letter from investor / funding entity.
6. Resume/CV, and examples of past and current work (supporting the requirement that applicant must be a practicing professional filmmaker with at least 3 years of original work which has received distribution or acceptance into a major film festival).
7. Proved detailed budget.
8. Cast & Crew Bios: Applicant should provide a brief bio (no more than two pages total) on key members of the Cast and Crew.
9. Distribution Plan: Applicant should provide a summary of their distribution plan (no more than one page), which may include premieres, film festivals, four walling, other theatrical screenings, agreements with networks or streaming platforms as well as advertising or marketing plans for their Project.

\*\* When emailing documents, please send them via Adobe PDF. **Application package is complete only when all required documents have been received.** \*\*

Upon submission of the application, the applicant will receive, by email, a confirmation message acknowledging receipt of the application.

## FOREIGN COUNTRY OF CONCERN ATTESTATION (PUR 1355)

This form must be completed by an officer or representative of an entity submitting a bid, proposal, or reply to, or entering into, renewing, or extending, a contract with a Governmental Entity for economic incentives or which would grant the entity access to an individual's personal identifying. Capitalized terms used herein have the definitions ascribed in [Rule 60A-1.020, F.A.C.](#)

\_\_\_\_\_ [Name of Entity] is not owned by the government of a Foreign Country of Concern, is not organized under the laws of nor has its Principal Place of Business in a Foreign Country of Concern, and the government of a Foreign Country of Concern does not have a Controlling Interest in the entity.

Under penalties of perjury, I declare that I have read the foregoing statement and that the facts stated in it are true.

PRINTED NAME: \_\_\_\_\_

TITLE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

**AFFIDAVIT OF APPLICATION**

**STATE OF FLORIDA  
CITY OF JACKSONVILLE**

Before me, the undersigned authority, on this day personally appeared \_\_\_\_\_,  
Who, after being duly sworn, deposes and states:

1. That the Affiant is currently employed by \_\_\_\_\_ Company, as \_\_\_\_\_ (Title).
2. The Affiant is familiar with the \_\_\_\_\_ (Project) and has personal knowledge of the information contained in the Application to Duval County for a Production/Postproduction Rebate.
3. That Affiant is authorized to complete the Application on behalf of \_\_\_\_\_ Company and attests to the accuracy of the information provided therein.

Further Affiant Saith Not.

By: \_\_\_\_\_ (Signature)

The foregoing instrument was acknowledged before me by means of  physical presence or  online notarization, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by \_\_\_\_\_, who is personally known to me or who has produced \_\_\_\_\_ as identification.

WITNESS my hand and official, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
(Signature of person taking acknowledgement)

\_\_\_\_\_  
(Name of officer taking acknowledgement)

\_\_\_\_\_  
(Title or rank)

\_\_\_\_\_  
(Serial number, if any)

(NOTARY SEAL)

My commission expires: