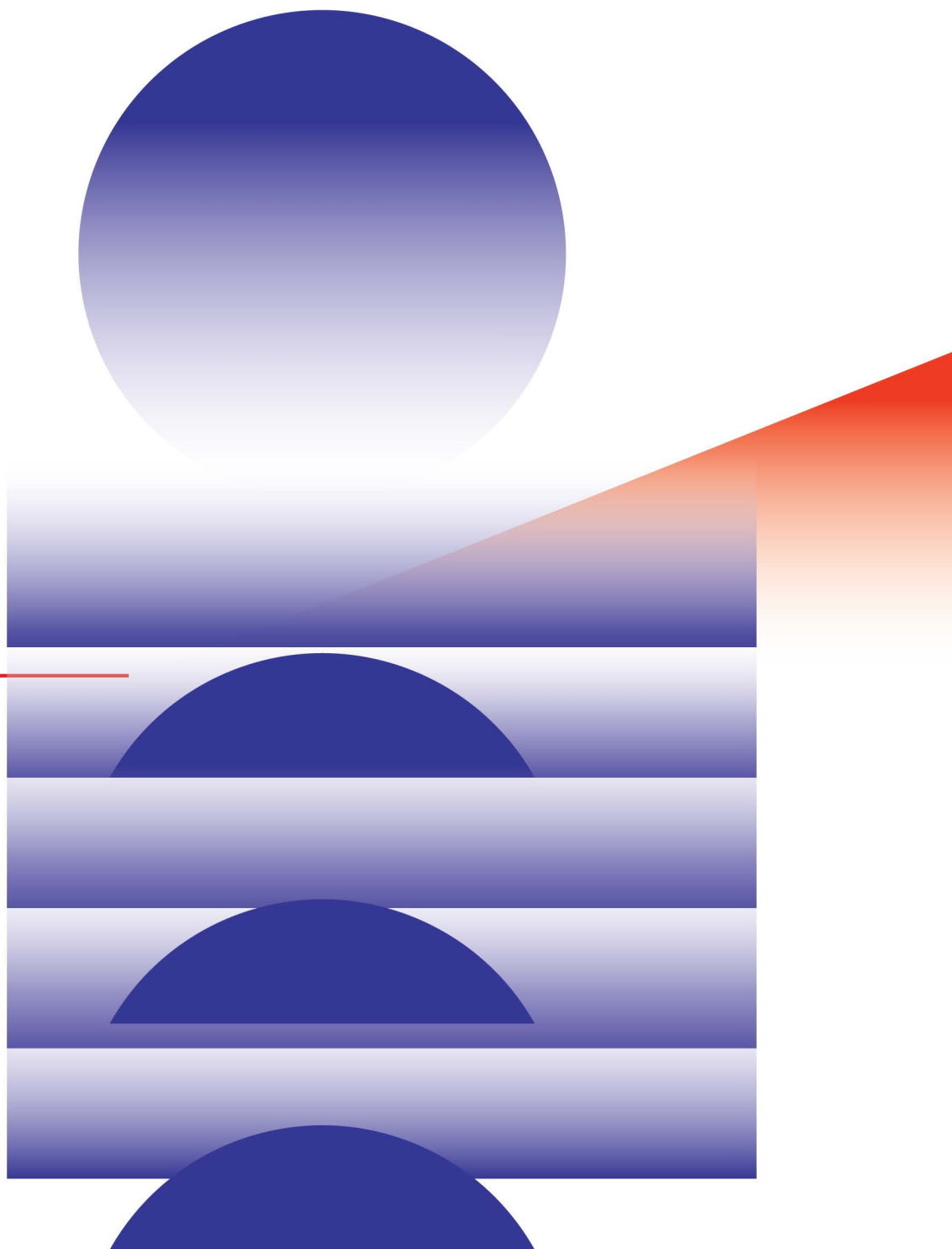


申請表格

Formulário de Candidatura

Application Form



2016

原創動畫短片製作補助計劃

Programa de Subsídios à Produção de Curtas Metragens de Animação Originais

Subsidy Programme for the Production of Original Animated Short Films

2016 Subsidy Programme for the Production of Original Animation Short Films Application Form

Instruction for Filling the Form

1. Please complete the form in Chinese, Portuguese or English in block letters;
2. All fields in this form must be completed. Please indicate “N/A” if there is no relevant information;
3. Personal data provided by applicant is only used for the purpose of this Subsidy Programme and will be treated in accordance with the provisions of *Law No. 8/2005 – Personal Data Protection Act*.

Part I: Applicant’s Information

1. Basic information

Name in Chinese				
Name in foreign language				
Applicant’s position in the animation short film applied for	<input type="checkbox"/> Director <input type="checkbox"/> Producer			
Macao permanent resident identity card no.				
Address				
Telephone				
Email				
Other contact person	Name		Tel.	
	Email			

2. Information of animation works directed or produced by the applicant

Animation title	Release year	Duration (minutes)	Position
		minutes	<input type="checkbox"/> Director <input type="checkbox"/> Producer
		minutes	<input type="checkbox"/> Director <input type="checkbox"/> Producer
		minutes	<input type="checkbox"/> Director <input type="checkbox"/> Producer

Part II: Animation Short Film Production Plan

1. Introduction of the animation short film

Remarks: For single film production, please complete Table 1.1; For series production, please complete Table 1.2.

1.1 Single film production

Title of animation		Duration	
Type of production	<input type="checkbox"/> 2D computer animation <input type="checkbox"/> 3D computer animation	<input type="checkbox"/> Stop-motion animation <input type="checkbox"/> Other _____	
Producer			
Director			
Scriptwriter			

Synopsis (In Chinese, Portuguese or English, within 150-300 words for each language.)

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1.2 Series production			
Title of series animation		Total duration	
Type of production	<input type="checkbox"/> 2D computer animation <input type="checkbox"/> 3D computer animation	<input type="checkbox"/> Stop-motion animation <input type="checkbox"/> Other _____	
Producer			
1.2.1 Contents of series production 1			
Title of short film		Duration	
Director			
Scriptwriter			
Synopsis (In Chinese, Portuguese or English, within 150-300 words for each language.)			

1.2.2 Contents of series production 2			
Title of short film		Duration	
Director			
Scriptwriter			
Synopsis (In Chinese, Portuguese or English, within 150-300 words for each language.)			

1.2.3 Contents of series production 3			
Title of short film		Duration	
Director			
Scriptwriter			
Synopsis (In Chinese, Portuguese or English, within 150-300 words for each language.)			

1.2.4 Contents of series production 4			
Title of short film		Duration	
Director			
Scriptwriter			
Synopsis (In Chinese, Portuguese or English, within 150-300 words for each language.)			

1.2.5 Contents of series production 5			
Title of short film		Duration	
Director			
Scriptwriter			
Synopsis (In Chinese, Portuguese or English, within 150-300 words for each language.)			

2. Creative and production concepts of the animation short film

(In Chinese, Portuguese or English, within 500-800 words for each language, including film ideas, subjects and motifs, form of expression, market positioning, etc.)

3. Proposed production schedule	
Production period	Period
Pre-production	____ / ____ to ____ / ____ mm yyyy mm yyyy
Video clips production	____ / ____ to ____ / ____ mm yyyy mm yyyy
Post-production	____ / ____ to ____ / ____ mm yyyy mm yyyy

4. List of film crew and particulars			
4.1 Crew list of director, producer, original author and character designer			
No.	Position	Name	Macao permanent resident identity card no.
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
11.			
12.			

4.2 Proposed list of other crew member

(including sets modelling artist, scriptwriter, animatic storyboard artist, art director, motion supervisor, key animator, animator, puppet modeller, prop maker/sets dressing artist, visual effects artist, editor, dubbing artist, subtitle editor, composer, sound effects editor, compositor, mastering and deliverables.)

No.	Position	Name	Macao permanent resident?
1.			<input type="checkbox"/> Yes <input type="checkbox"/> No
2.			<input type="checkbox"/> Yes <input type="checkbox"/> No
3.			<input type="checkbox"/> Yes <input type="checkbox"/> No
4.			<input type="checkbox"/> Yes <input type="checkbox"/> No
5.			<input type="checkbox"/> Yes <input type="checkbox"/> No
6.			<input type="checkbox"/> Yes <input type="checkbox"/> No
7.			<input type="checkbox"/> Yes <input type="checkbox"/> No
8.			<input type="checkbox"/> Yes <input type="checkbox"/> No
9.			<input type="checkbox"/> Yes <input type="checkbox"/> No
10.			<input type="checkbox"/> Yes <input type="checkbox"/> No
11.			<input type="checkbox"/> Yes <input type="checkbox"/> No
12.			<input type="checkbox"/> Yes <input type="checkbox"/> No
13.			<input type="checkbox"/> Yes <input type="checkbox"/> No
14.			<input type="checkbox"/> Yes <input type="checkbox"/> No
15.			<input type="checkbox"/> Yes <input type="checkbox"/> No
16.			<input type="checkbox"/> Yes <input type="checkbox"/> No

4.2 Proposed list of other crew member (cont'd)

(including sets modelling artist, scriptwriter, animatic storyboard artist, art director, motion supervisor, key animator, animator, puppet modeller, prop maker/sets dressing artist, visual effects artist, editor, dubbing artist, subtitle editor, composer, sound effects editor, compositor, mastering and deliverables.)

No.	Position	Name	Macao permanent resident?
17.			<input type="checkbox"/> Yes <input type="checkbox"/> No
18.			<input type="checkbox"/> Yes <input type="checkbox"/> No
19.			<input type="checkbox"/> Yes <input type="checkbox"/> No
20.			<input type="checkbox"/> Yes <input type="checkbox"/> No
21.			<input type="checkbox"/> Yes <input type="checkbox"/> No
22.			<input type="checkbox"/> Yes <input type="checkbox"/> No
23.			<input type="checkbox"/> Yes <input type="checkbox"/> No
24.			<input type="checkbox"/> Yes <input type="checkbox"/> No
25.			<input type="checkbox"/> Yes <input type="checkbox"/> No
26.			<input type="checkbox"/> Yes <input type="checkbox"/> No
27.			<input type="checkbox"/> Yes <input type="checkbox"/> No
28.			<input type="checkbox"/> Yes <input type="checkbox"/> No
29.			<input type="checkbox"/> Yes <input type="checkbox"/> No
30.			<input type="checkbox"/> Yes <input type="checkbox"/> No
31.			<input type="checkbox"/> Yes <input type="checkbox"/> No
32.			<input type="checkbox"/> Yes <input type="checkbox"/> No

4.3 Qualification of the director(s) participated in the Programme
(Within 300-500 words for each director, written in Chinese, Portuguese or English. The content includes the education qualification and experience in the production of animation. Position and working period of related experience should also be indicated.)

4.3 Qualification of the director(s) participated in the Programme (cont'd)

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4.4 Qualification of the producer(s) participated in the Programme
(Within 300-500 words for each producer, written in Chinese, Portuguese or English. The content includes the education qualification and experience in the production of animation. Position and working period of related experience should also be indicated.)

4.4 Qualification of the producer(s) participated in the Programme (cont'd)

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Part III: Animation Short Film Promotion and Marketing Plan

1. Exhibition plan

1.1 Plan for participation in local animation exhibitions

Plan 1	Name of event			
	Organiser and venue			
	Exhibition period		Booth size	
Plan 2	Name of event			
	Organiser and venue			
	Exhibition period		Booth size	
Plan 3	Name of event			
	Organiser and venue			
	Exhibition period		Booth size	

1.1.1 Illustrate the reasons for participating in the above exhibitions and detail arrangements (In Chinese, Portuguese or English, within 300-500 words for each language.)

1.2 Plan for participation in animation exhibition outside Macao			
Plan 1	Name of event		
	Organiser and venue		
	Exhibition period		Booth size
Plan 2	Name of event		
	Organiser and venue		
	Exhibition period		Booth size
Plan 3	Name of event		
	Organiser and venue		
	Exhibition period		Booth size
1.2.1 Illustrate the reason for participating in the above exhibitions and detail arrangements (In Chinese, Portuguese or English, within 300-500 words for each language.)			

2. Public screening plan			
Local screening	Screening venue		Screening equipment (e.g. projector, television or computer, etc.)
Screening outside Macao	Screening country or region	Screening venue	Screening equipment (e.g. projector, television or computer, etc.)

3. Online promotion and marketing plan

3.1 Online platform

Proposed online applications (multiple choice)	<input type="checkbox"/> Set up official webpage <input type="checkbox"/> Set up official channel or official page on the online platform (Including: _____ _____)
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3.2 Online promotion strategy and execution plan (In Chinese, Portuguese or English, within 300-800 words for each language.)

4. Competition plan (if applicable)		
Plan 1	Name of event	
	Organiser and venue	
	Competition period	
Plan 2	Name of event	
	Organiser and venue	
	Competition period	
Plan 3	Name of event	
	Organiser and venue	
	Competition period	
5. Other promotional plan (if applicable)		

5. Other promotional plan (cont'd)

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Part IV: Budget

1. Applicant's name		
2. Estimated expenditure for items of second review		
	Item	Estimated expenditure (MOP)
Scriptwriter's remuneration (_____ person(s))		
Remuneration for animatic storyboard artist Position: _____ No. of ppl: ___ Position: _____ No. of ppl: ___ Position: _____ No. of ppl: ___ Position: _____ No. of ppl: ___ Position: _____ No. of ppl: ___ Position: _____ No. of ppl: ___		
Total estimated expenditure for items of second review		
3. Estimated expenditure for items subsidised by the Programme		
3.1 Animation production		
	Item	Estimated expenditure (MOP)
Personnel remuneration	Director and producer	
	Character designer and sets modelling artist	
	Art director and motion supervisor	
	Key animator	
	Animator	
	Puppet modeller and prop maker/sets dressing artist	
	Visual effects artist and editor	
	Dubbing artist and subtitle editor	
	Composer and sound effects editor	
	Compositor, mastering and deliverables	
Venue and equipment rental for production	Rental of shooting venue	
	Rental of shooting equipment	
	Studio rental	
Material costs	Puppet and prop production materials	
	Set production materials	
Subtotal		

3.2 Marketing and promotion		
Item		Estimated expenditure (MOP)
Personnel cost	Event coordinator (_____ person(s))	
	Administrator (_____ person(s))	
Participation in local animation exhibition or other related events	Participation fee	
	Booth installation and decoration fee	
	Equipment rental	
Participation in animation exhibition outside Macao or other related events	Participation fees	
	Booth installation and decoration fees	
	Equipment rental	
	Transportation fees between Macao and other places (limited to two main members of production or member of promotion and coordination only)	
Design and production of promotional materials		
Online promotion		
Screening or broadcasting cost		
Registration fee for competition (if applicable)		
Subtotal		
Total estimated expenditure for items subsidised by the Programme		
Signature of applicant (as in ID card)		

4. Grants and Subsidies from Other Local Public Institutions		
Are there any grants or subsidies provided, applying, or expected to be provided by other institutions?	<input type="checkbox"/> No <input type="checkbox"/> Yes (Please provide the following details)	
Name of institution providing grant or subsidy	Estimated amount (MOP)	Feedback or result
		<input type="checkbox"/> Expected <input type="checkbox"/> Waiting for reply <input type="checkbox"/> Approved
		<input type="checkbox"/> Expected <input type="checkbox"/> Waiting for reply <input type="checkbox"/> Approved
		<input type="checkbox"/> Expected <input type="checkbox"/> Waiting for reply <input type="checkbox"/> Approved
		<input type="checkbox"/> Expected <input type="checkbox"/> Waiting for reply <input type="checkbox"/> Approved
		<input type="checkbox"/> Expected <input type="checkbox"/> Waiting for reply <input type="checkbox"/> Approved
		<input type="checkbox"/> Expected <input type="checkbox"/> Waiting for reply <input type="checkbox"/> Approved
		<input type="checkbox"/> Expected <input type="checkbox"/> Waiting for reply <input type="checkbox"/> Approved
		<input type="checkbox"/> Expected <input type="checkbox"/> Waiting for reply <input type="checkbox"/> Approved

Statement

1. I hereby certify that I have read and understood all terms in the “Application Rules of the 2016 Subsidy Programme for the Production of Original Animation Short Films” issued by the Cultural Affairs Bureau and agree to be bound by all provisions and conditions;

2. I, undersigned, hereby acknowledge and guarantee that all information completed in this application form and those in the appendices attached are true and accurate with no errors, fraud, or omissions, and I am committed to accepting all legal liabilities for the content of such information.

Applicant’s signature

Application date

(As in ID card)

____/____/____
 (dd/mm/yyyy)

For IC Use Only

Application no.: _____

Documents received:

Hard copy of the Application Form for the 2016 Subsidy Programme for the Production of Original Animation Short Films

Design information

- Storyboard
- Character design
- Sets modelling

Application information disc

- Soft copy of the Application Form for the 2016 Subsidy Programme for the Production of Original Animation Short Films
- Previous animation works of the applicant
- Soft copy of storyboard
- Soft copy of the character design
- Soft copy of sets modelling

Photocopy of identity card (_____ cop(ies) in total)

- Director
- Producer
- Original author
- Character designer

Authorisation letter from the original author of the animation short film to produce his / her work (if applicable)

Letter(s) of consent stating agreement to participate in the production of the animation short film (if applicable)

- Director
- Producer
- Character designer

Other: _____

Staff's signature

Date
