

SMALL BUDGET PRODUCTION INITIATIVE APPLICATION

Thank you for your interest in filming in Washington Filmworks' production incentive program. This document previews the questions that will be asked in the application for the Small Budget Production Initiative. All of the questions are included as well as a list of documents that the applicant must provide.

Feeling confident? If the application window is currently open you can dive into the [application](#) now! You can save your work and come back to complete the form later by pressing the "Save" button located at the bottom of the page. You will have the option of creating a Jotform account, or you can skip and request a link be emailed to you.

Should you have any questions, please review the [Guidelines & Criteria](#) or email us at Info@WashingtonFilmworks.org.

Do you need this form in an alternative format or translated to another language? Please [contact our office](#) for assistance.

ELIGIBILITY

Has the applicant previously received funding from the Washington Filmworks Small Business Production Initiative?

- Yes
- No

Is the production budget at least \$20,000 and no more than \$1,000,000?

- Yes
- No

At least two of the following key positions must be filled by Washington residents: producer, director, screenwriter, lead actor. How many Washington residents fill these positions?

- 0-1
- 2 or more

What is the applicant's position?

- Producer
- Director
- Producer / Director
- None of the above

Is the applicant a resident of Washington State?

- Yes
- No

APPLICANT INFORMATION

If approved, the applicant will be the signatory on the production agreement.

Name

Pronouns - Optional

Phone

Email

Street Address

Street Address Line 2

City

State

Zip Code

ADDITIONAL CONTACT

An individual that Washington Filmworks may speak to about this Project and Application, if any

Additional Contact Name

Additional Contact Job Title

Additional Contact Phone

Additional Contact Email

PRODUCTION COMPANY INFORMATION

Name of Production Company

Name of Parent Company If Applicable

Type of Business Entity Such as LLC, partnership, etc.

Federal Employer ID # Nine digits

Washington Unified Business Identifier # (UBI) If Applicable - Nine digits

PRODUCTION COMPANY PERMANENT ADDRESS

Street Address

Street Address Line 2

City

State

Zip Code

PROJECT INFORMATION

What type of production are you producing? Examples: feature film, documentary, XR project, etc.

Number of Episodes (if episodic)

Working Title

Is the project inspired by a source of content that is unique to Washington State, such as by a book, a life story, or a screenplay?

- Yes
 No

If yes, what is the source of the content?

Filming Format example: digital

Synopsis 125 words limit

Does the production intend to use footage from a previous project in this motion picture production?

- Yes
 No

If yes, were all state and federal labor laws followed during the previous production?

- Yes
 No

List top 3 Filming Locations in Washington State

What (if any) Washington cities, towns or key locations are included by name in the script? (ie, the Space Needle, Spokane Falls, the Palouse). Answer N/A if this is not applicable.

ENHANCED INCENTIVES

Enhanced Incentives Minimum In-State Qualified Spend:

- \$150,000 - Commercials
- \$300,000 - Episodics (per episode)
- \$500,000 - Feature Films

Does your project meet the above spending threshold?

- Yes
 No

FILMING IN RURAL COUNTIES

Washington Filmworks defines “located or filmed in a rural county” as a minimum of 50% of Washington State principal photography days filmed in a rural county. A list of rural counties can be found on the Washington State’s Office of Financial Management [website](#).

Does your production qualify for the enhanced incentive for filming in a rural county?

- Yes
 No

What percentage of your total in-state principal photography days will you be filming in a rural county?

List the counties where the project will film.

TELLING THE STORY OF A HISTORICALLY UNDERREPRESENTED COMMUNITY

The term "historically underrepresented communities" refers to groups of persons who have been relegated to an unimportant or powerless position such that they are prevented from participating fully in decisions affecting their lives. People may experience further marginalization because of their intersecting identities.

They are often communities or populations that face systemic economic, political, social, and cultural barriers, many of them embedded in local laws and norms. The term encompasses communities with a shared experience of marginalization stemming from circumstances beyond their control.

Historically underrepresented communities often include Black, Latino, Indigenous and American Indian/Alaska Native/Native Hawaiian, Asian Americans, and Pacific Islanders, and other persons of color, members of religious minorities, refugees, migrants, lesbian, gay, bisexual, transgender, and queer (LGBTQIA2S+) persons, rural communities, formerly incarcerated persons, persons experiencing homelessness, and persons with disabilities.

Does your project tell the story of a historically underrepresented community or communities as defined above?

- Yes
- No

Provide a description of the historically underrepresented community or communities featured in the project and explain how that community meets the definition above. 500 word limit

Please also describe how the experience of this historically underrepresented community is portrayed in your project. 500 word limit

ESTIMATED NUMBER OF HIRES

Please review the [Guidelines & Criteria](#) for additional information about funding assistance for qualified nonresident labor.

	WA Resident	Qualified Nonresidents	Remaining Nonresidents	Total
Principal Cast				
Day Player Cast				
Above the Line - Not including cast				
Extras				
Crew				
Post Production				

ESTIMATED WORKER DAYS

Worker Days are calculated by multiplying the number of workers by the number of days they are scheduled to work. (e.g.: 5 crew scheduled to work 10 days is 50 worker days.)

*Please see the current [Guidelines & Criteria](#) found on our website for requirements surrounding qualified nonresident labor.

	WA Resident	Qualified Nonresidents	Remaining Nonresidents	Total
Prep				
Filming/Wrap				
Post				

PRODUCTION SCHEDULE

Has the production schedule been set?

- Yes
- No

If no, you must submit the production schedule once your project has been fully funded.

If yes, fill in the information below.

Pre-Production Start Date in WA State

Pre-Production End Date in WA State

Filming Start Date in WA State

Filming Wrap Date in WA State

Number of Filming Days in WA State

Post-Production Start Date in WA State

Post-Production End Date in WA State

Will the production film anywhere outside of Washington State?

- Yes
- No

What percentage of total production days will be filmed in Washington State?

KEY PERSONNEL

List Washington residents who fill the following key positions

Director(s) Name(s)

Producer(s) Name(s)

Screenwriter(s) Name(s)

Lead Actor(s) Name(s)

Location Manager(s) Names

Please list all Washington resident department heads and / or Washington resident cast that have been hired for this production

List nonresidents who fill the following key positions

Director(s) Name(s)

Producer(s) Name(s)

Screenwriter(s) Name(s)

Lead Actor(s) Name(s)

Location Manager(s) Names

BUDGET INFORMATION

Budget Table - USD \$

	Total Budget	WA Spend	Qualified Nonresident Spend
Pre-Production			
Production			
Post Production			
Total			

EPISODIC SERIES WITH MORE THAN ONE EPISODE

PATTERN BUDGET including amort expenses - in USD \$

	Total Budget	WA Spend	Qualified Nonresident Spend
Pattern Budget			

FINANCING

Has funding been secured for the full budget of this project as presented in the application?

- Yes
- No

If yes, Please submit the finance plan with your application that details line-by-line how the project will be financed as well as proof of funding. You will be prompted to upload before completing this form.

If no, Please submit the fundraising plan with your application with a detailed description of how money will

be raised for the production budget including any money raised to date. You will be prompted to upload before completing this form.

DISTRIBUTION

Are there distribution plans for this project?

- Yes
 No

Describe distribution plans.

Will you make this production available for a world / U.S. premiere in Washington State?

- Yes
 No

BENEFITS CRITERIA

Does this production have intention to sign contracts with any of the following unions or guilds?

- DGA
 IATSE
 SAG/AFTRA
 TEAMSTER WGA
 Other
 None

SUPPORTING DOCUMENTS UPLOAD - .pdf ONLY

- SCRIPTS, STORY OUTLINE, or STORY/SHOOTING BOARDS
- BUDGET
- FINANCE PLAN
- PROOF OF FUNDING
- FUNDRAISING PLAN
- APPLICANT'S LETTER OF INTEREST

CERTIFYING SIGNATURE

Applicant acknowledges that funding assistance is at the sole discretion of Washington Filmworks and the organization reserves the right to deny funding for any expense not directly related to in-state production costs or for any expense that is not a qualified expenditure as defined by the Guidelines & Criteria. By signing this document you understand and agree to abide by the Guidelines & Criteria established by Washington Filmworks and if approved for funding assistance will enter into a contract setting forth the terms and conditions of funding assistance within 2 weeks of the date of the funding letter of intent.

If approved, Washington Filmworks reserves the right to cancel funding if in its sole judgment it appears the production will not take place in a timely manner, or that the applicant has not shown good faith in its scheduling or made material misrepresentations in its application packet.

I hereby affirm that I am authorized to sign on behalf of the applicant production company and that all

information contained on this application is true and correct, and further affirm that any items for which the applicant is seeking funding assistance are intended for the exclusive use as an integral part of the pre-production, production, or post-production filming activities described in the application.

PREVIEW