

(Valid for applications submitted between 2 January 2008 and 31 December 2008)

- 1 This is a Project Grant Application Form for Film/Media Arts Production only. For other types of activity, please use the application form most relevant to the nature of the activity:

Nature of Activity	Project Grant Application Form to be used
Publication	(Publication)
Performance	(Performance)
Exhibition	(Exhibition)
Other types of activity	(General)

Application forms can be downloaded from the HKADC website (<http://www.hkadc.org.hk>)

- 2 Applications for Emerging Artist Grant should be made using the Emerging Artist Grant application form.
- 3 **Please read the booklet *Information for Project Grant Applicants and the Grant Assessment Guidelines of the relevant artform before you fill in this Application Form.*** This will help you present your application more effectively to the HKADC.
- 4 For submission in person, please deposit the application in the collection box located at the HKADC, 22/F, 181 Queen's Road Central, Hong Kong (With effective from 2 June 2008, the HKADC office will be moved to the following address: 14/F, East Warwick House, Taikoo Place, 979 King's Road, Hong Kong) by 6:30p.m. on the closing date for application. Submission by post will only be accepted if postmarked no later than the closing date.
- 5 For enquiries, please contact the HKADC at tel: 2827-8786.

Title of Project: _____

Name of Applicant: _____

Artform (Please tick the most appropriate box)

- | | |
|--|---|
| <input type="checkbox"/> Film and Media Arts | <input type="checkbox"/> Xiqu |
| <input type="checkbox"/> Music | <input type="checkbox"/> Literary Arts |
| <input type="checkbox"/> Dance | <input type="checkbox"/> Visual Arts |
| <input type="checkbox"/> Drama | <input type="checkbox"/> Cross/ Multi-Disciplinary Arts |

Arts Development Objective (Please tick the most appropriate box to indicate key objective)

- | | |
|---|--|
| <input type="checkbox"/> Artistic Creation and Excellence | <input type="checkbox"/> Research, Archiving, Arts Criticism |
| <input type="checkbox"/> Arts Education and Promotion | <input type="checkbox"/> Cultural Exchange |

For Official Use Only

Date Received	Artform	Processing Officer
Applicant Number	File Number	Supervising Officer

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Confidential when completed

Applicant Information (Paragraph 3 of Information for Applicants)

Applicant: Individual

1 English Name (as on ID card) (Miss/Ms/Mr/other title)		Chinese Name (as on ID card) (Miss/Ms/Mr/other title)	
2 Residential Address		HK/KLN/NT	
Correspondence Address (if different)		HK/KLN/NT	
3 Telephone		Fax	
(Office)	(Home)	(Office)	(Home)
4 Mobile Phone		5 E-mail Address	
6 Current Employment		7 Employer	

OR

Applicant: Organisation

8 English Name (as on registration document)		Chinese Name (as on registration document)		
9 Official Address		HK/KLN/NT		
Correspondence Address (if different)		HK/KLN/NT		
10 E-mail Address				
11 Head of Organisation (Miss/Ms/Mr/other title)		Post & Title	Telephone/Mobile Phone	Fax/Email Address
Chinese Name	English Name			
12 Person-in-charge of the Project (Miss/Ms/Mr/other title)		Post & Title	Telephone/Mobile Phone	Fax/Email Address
Chinese Name	English Name			
13 Project Contact Person (Miss/Ms/Mr/other title)		Post & Title	Telephone/Mobile Phone	Fax/Email Address
Chinese Name	English Name			
14 Please use separate sheet to describe the aim, structure and establishment of your organisation, how many members it has, and key activities it has previously organised (whether or not they were supported by the HKADC). Please attach a copy of the organisation's official registration document, its constitution/ Memorandum and Articles of Association, and a list of its key members/ Board of Directors.				

Past Activities' Record

15 To save paper, applicants are encouraged to provide website addresses containing introduction or records of their past key activities in place of printed documents, for the HKADC's reference.

website :



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II Project Information

16 Project Name (English)			Project Name (Chinese)			
17 Project Start and Completion Date (Paragraph 2.6 of the Information for Applicants)						
Year	Month	Day	to	Year	Month	Day
18 Shooting Media						
DV <input type="checkbox"/>	Film -16mm <input type="checkbox"/>	Film -35mm <input type="checkbox"/>	Film -super 8 <input type="checkbox"/>	others _____		
19 Length of Film			20 Filming Location (e.g. Hong Kong, Mainland China, overseas countries, etc.)			
(hrs/mins)						

21 Project Content

Outline of the project's artistic objectives, synopsis, details about treatment, implementation method and full script. The language of the script should be written in the language used in the production.



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b Target audience of the project, plan for screenings and distribution

III Key Personnel Involved (Paragraphs 4.14-4.15 of the Information for Applicants)

22 Please list key artists/personnel involved in the project and attach their curriculum vitae. Please continue on another sheet if you run out of space.
 * It will aid the assessment if written confirmation on the participation from key personnel is provided.

	Name (as on ID card: please also indicate stage name, if applicable)	Qualifications/Experience	Post & Involvement in this Project	Fee	Signature to Confirm Participation* (Optional)
a					
b					
c					
d					
e					
f					
g					
h					



IV Project Budget

23 Estimated Expenditure for Film Production Project (Paragraphs 4.8-4.10 of the Information for Applicants)	Amount HK\$
a Fee for Production Crew (_____ persons)	a _____
b Fee for Actors/ Actresses (_____ persons)	b _____
c Location rental (if applicable)	c _____
d Costume/ hair/ make-up	d _____
e Sets/ Props	e _____
f Transportation	f _____
g Filming equipment (please specify type and quantity)	
i) Film	g i) _____
ii) Film equipment rental	ii) _____
iii) Lighting equipment rental	iii) _____
iv) Audio equipment rental	iv) _____
v) Others (please specify)	v) _____
h Post-production (please specify type of facilities/ equipment)	
i) Film development and processing	h i) _____
ii) Facilities/ equipment rental	ii) _____
iii) Visual effects	iii) _____
iv) Audio effects/ dubbing/ music	iv) _____
v) Others (please specify)	v) _____
i Others (please specify)	i _____
 Estimated Total Expenditure	 _____



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IV Project Budget

24 Estimated Expenditure for Media Arts Project (Paragraphs 4.8-4.10 of the Information for Applicants)	Amount HK\$
a Fees for Personnel Involved _____ persons	a _____
b Production and Material Cost (please give breakdown and specify types of equipment and facilities)	b _____
c Post-production Cost (please give breakdown and specify types of equipment and facilities)	c _____
d Others (e.g. archival, promotion and miscellaneous expenses etc)	d _____
Estimated Total Expenditure	_____
25 Estimated income (Paragraph 4.12 of Information for Applicants)	
a Donation or Sponsorship (please specify) _____	a _____
b Contribution from the applicant or its parent organisation	b _____
c Others (please specify) _____	c _____
Estimated Total Income	_____
26 Amount Sought (Estimated Total Expenditure - Estimated Total Income)	[]
Subsidy Per Head (Amount Sought ÷ Estimated No. of audiences)	_____





Declaration and Guarantee (Paragraphs 4.17-4.18 of the Information for Applicants)

- a** I have obtained and read the booklet *Information for Project Grant Applicants* and the relevant artform's *Grant Assessment Guidelines*.
- b** I declare and guarantee that I am not a local or overseas full-time student studying in the Film, Communications or Media Arts discipline.
- c** I declare and guarantee that the application is not related to any school/university course work or assignment.
- d** I declare and guarantee that all information given in this application is correct and will not be amended without the written approval of the HKADC.
- e** I declare and guarantee that neither the project set out in this application nor any part of it has been included in other grant application(s) or collaboration proposal(s) to the HKADC or other organisation(s) or sponsor(s). Yes No

If the answer to this is "No", please indicate other sources of grant(s) or name(s) of the collaborating organisation(s) (including those to be confirmed).

f I hereby list all current HKADC Member(s), Arts Advisor(s), Examiner(s) and staff who will be involved in this application (if any):

Official Chop of the Organisation (If there is no official chop, please indicate)	Signature of Applicant/ Head of Organisation (For registered societies, the head of organisation must sign the application form and the Grant Agreement on a personal capacity to assume full responsibilities of the project.)	
	Name in English	
	Position (if applicable)	Date

Reminder

- a** Please be reminded to submit the following supporting documents with this application:
 - A copy of the organisation's official registration document, constitution/ Memorandum and Articles of Association, and a list of its key members/ Board of Directors
 - Curriculum vitae of key personnel involved in the project (please cross out personal data)
 - Applicant's/ Director's previous works (three copies in VHS/ VCD/ DVD)
 - Synopsis
 - Full script of the production
 - Price Quotations (for applicable expenditure items)
- b** Please submit the application under confidential cover and mark 'Project Grant' on the envelope.

