

Republic of the Philippines
Office of the President
FILM DEVELOPMENT COUNCIL OF THE PHILIPPINES

ACADEMIC FILM SOCIETY
Student Film Assistance Program

2023 Guidelines

The SFAP is a funding program exclusively offered to students who are currently enrolled in AFS-registered colleges and universities and will be producing their thesis film. Successful projects may receive a grant amounting from PHP 30,000.00 to PHP 50,000.00 for eligible film production expenses.

I. Support

A. FINANCIAL GRANT

The FDCP may award a Grant amounting from PHP 30,000.00 to PHP 50,000.00 for the production of a thesis film project.

The FDCP will open up to 25 slots per semester (or 50 slots per year) to all Filipino student filmmakers from any accredited educational institution in the country. The program will be opened on two cycles based on the start of the semesters of each academic year. The grant is awarded per project.

B. TRAINING

The successful Grantees will be required to attend a one day Masterclass in Film Production to be conducted by the FDCP. This will serve as a refresher course and will ensure that the Grantees are equipped for the conduct of their film production.

II. Conditions

In exchange of the support, the FDCP shall be entitled to the following:

- Co-producer credits
- Animated logo placement at the opening billboard (OBB)
- Logo placement at the official film poster
- Non-exclusive and non-commercial rights to screen for the purpose of cultural, education, and government-related activity

III. Who Can Apply

The program is dedicated to college students who:

- are currently enrolled in AB Film, Communication, or any related course program in public or private universities and colleges **that are registered to the Academic Film Society**;
- has a good academic standing with no failing grades;
- will be producing a film as their thesis or course project which is a major requirement for graduation.

IV. What Projects Are Accepted

The program is only open for academic film projects that meet the following:

1. Writer, director, and producer must be Filipino and enrolled in a course program in film, communication, or any related program;
2. Must be a work of fiction, documentary, experimental, or animation;
3. Must be in Filipino, other Filipino languages, or English;
4. Must have a production-ready script or treatment (if documentary);
5. Must be ready to commence principal photography within 6 months;

V. What Projects Are Not Accepted

The program will not accept the following:

1. Advertisements or commercials;
2. Television or web series;
3. Projects that may already be classified under R-18 of the Movie and Television Review and Classification Board (MTRCB) Guidelines.

VI. Qualified Expenses

The Grant may only be spent on the following types of expenses which are intended to support and aid the Grantees with the production of their film projects. These must be reported to FDCP during the Final Report process, along with original documentary requirements such as Certified True Copies of Official Receipts and Sales Invoices.

A. Production

- Studio rental
- Location rental/on-set shootings
- Permits
- Equipment rental
- Health and Safety Requirements

B. Post-production

- Outsourced video editing services such as online conform, color-grading, animation / visual effect / 3D conversion, etc. from professional post-production studios

- Outsourced audio-post production services such as sound editing, music and scoring, sound design, sound mixing, voice-over, etc. from professional post-production studios
- Subscription to audio-visual post-production softwares such as Final Cut Pro, Adobe Premiere Pro, Adobe Audition, etc.
- Post-production requirements such as harddrives, flash drives, and CDs.

VII. Non-qualified Expenses

The Grant may NOT be used to cover the costs for the following:

1. Any part of the student/s or university's fees;
2. Any expenses outside of the Philippines; and
3. Purchase of any type of equipment (e.g. computers, laptops, tablets, cellular phones, modems, fax machines)
4. Talent fees for actors and production staff

VIII. Requirements

1. Complete and accurately filled out SFAP Application Form
2. Student's latest Enrollment Form and/or School ID
3. Certified True Copy of latest student evaluation / grade report
4. Official Letter of Endorsement for the Student from the Department Chair/Head/College Dean (*Template provided*)
5. Work and Financial Plan (*Template provided*)
6. Final Production Script
7. Portfolio/reel, if any

IX. Application Process

1. **Submission.** Application must be submitted via email to afs@fdcp.ph
2. **Verification.** The Development Support Division (DSD) shall check all documents and verify accuracy and completeness. Once verified, the proponent will be prompted to send the hardcopy of the signed and notarized Statutory Declaration.
3. **Technical Committee Evaluation.** Once received, the application will be reviewed by a technical committee composed of members with expertise across the areas of film production, as well as members of the academe. Each application will be evaluated based on the following:
 - a. Quality of the script
 - b. Academic Standing of Student
 - c. Feasibility of work plan

- d. Credibility of the Financial Plan or proposal on where the applicant intends to spend the Grant
- e. Potential of the academic film project to be competed in film festivals

The application may be accepted or declined if it does not comply with all of the guidelines of the program. The decision of the Technical Committee is final and irrevocable. The Technical Committee is not obliged to give any further explanation for the results.

The Technical Committee shall have the discretion not to award all 25 slots in a cycle if there are not enough meritorious entries.

X. Application Cycle

The SFAP will be opened for two (2) cycles per year. Applicants must ensure to lodge their documents before the close date of the cycle that applies to their current semester.

XI. Agreement and Releasing of the Grant

Once approved, the DSD shall notify the proponent through an Official Letter via email.

The FDCP and the Grantee will then enter into a Memorandum of Agreement (MOA) with all the responsibilities stated, to be signed by both parties with the Dean of Student Affairs or College and the Course Adviser as witnesses.

The Grant will be processed in at least fourteen (14) working days to be deposited to the Grantee's bank account, upon submission of the following:

- a. Production Schedule (with confirmed locations)
- b. Updated List of Cast and Crew
- c. Detailed Updated Production Budget
- d. Signed agreements with any outsourced talent (cast and crew)

In the absence of a bank account, the Grant may be deposited to the Grantee's Authorized Representative (parent or legal guardian). Otherwise, the check for the Grant may be physically picked up at the FDCP Central Office (Manila).

Once the Grant is received, the Grantee may then proceed to utilizing it for the academic film project which must be completed within the semester or six (6) months from the date of receipt of the Grant.

Grantees must accomplish and submit a Progress Development Report within thirty (30) days after the last day of principal photography.

XII. Final Report

The student shall submit the following final requirements within the semester or six (6) months from the receipt of the Grant:

- a. Final cut of the film with the following technical requirements:
 - i. Frame rate: 24 or 30 FPS
 - ii. Aspect ratio & Resolution: 1920×1080 (1080p), 16:9 aspect ratio
 - iii. Video format: MP4 or .MOV
 - iv. Audio format: 5.1 format
 - v. Subtitles: English
 - vi. Co-producer credits
- b. One-minute film trailer
- c. [SEAP Final Report](#) (FDCP Template)
- d. [Liquidation Report](#) (FDCP Template)
- e. Certified True Copies of Official Receipts and Sales Invoices
- f. Official film poster
- g. Copy of filming permits from the local authorities, if any
- h. Existing publicity materials, if any

The DSD shall check all Final Report documents for completeness and accuracy, once verified, the FDCP shall then release a Certificate of Clearance for the Grantee.

Should the Grantee fail to meet any of these requirements, he/she will not be cleared of his responsibilities and the FDCP shall take necessary actions to raise the matter to the Student Affairs Office of the college or university where the Grantee is enrolled in.

XIII. Exhibition

The Grantee may choose to submit and premiere his/her film in any film festival, either local or international, provided that FDCP is properly credited in the film.

The film will also be programmed and scheduled for public screening, free of charge, at the Cinematheque Centres and at JuanFlix: The FDCP Channel. Provided, FDCP shall take into consideration all prior arrangements made by the Grantee with various broadcasters and/or film festivals. Provided further, FDCP shall give a timely courtesy letter informing GRANTEE of any public exhibition of the film and vice versa.