

# JANE MORRISON MEMORIAL FILM FUND GRANT

In partnership with the Maine Community Foundation and the Jane Morrison Film Fund, The Maine Arts Commission is proud to offer the Jane Morrison Memorial Film Fund Grant. The grant supports educational opportunities for filmmakers in the early stages of their career development. The Fund is designed to help filmmakers attain instructional guidance and skills. Applicants should identify specific opportunities for educational benefit and be prepared to explain why the experience would help them.

In the past funds have been used to support attendance at the Summer Film Institute in New York and the Sundance Institute in Utah. The funds can also be applied to film classes at educational institutions, film workshops, seminars and apprenticeships. The committee prefers applications that cover tuition costs rather than living expenses. Preference is given (but not restricted) to those residing in Maine.

Jane Morrison was an Augusta-area native who died suddenly while on location shooting a film in Africa. Jane's career in filmmaking began when she was an English teacher at Cony High School in Augusta and participated in that school's first Maine Arts Commission-supported Artist-In-Residence Film Program. She received special training in filmmaking, continued to develop the film program at Cony, and then went on to a full-time career in filmmaking. Among her titles are Sarah Orne Jewett's *The White Heron*, *Master Smart Woman*, and *The Two Worlds of Angelita*.

- Deadline = **January 15, 2009**
- Grant amount = **Up to \$2,000**

## Who is Eligible to Apply

Any individual artist who:

- is 18 years of age or older at the time of the application, and
- is not enrolled as a full-time student in a field related to the application, and
- has completed and filed all final reports required for previous Maine Arts Commission grants.

## Review Process

Applications are reviewed by a committee composed of the Maine Arts Commission's Media Arts and Performing Arts Committee and/or members of the public selected for their expertise in

specific fields. Recommendations by the committee are presented to the Maine Community Foundation for approval of the review process.

## Review Criteria

Jane Morrison Memorial Film Fund Grant applications will be reviewed on a competitive basis using the following criteria:

- Artistic excellence of the applicant.
- Evidence that the proposal will have positive impact on the applicant.
- Financial need of the applicant.
- Appropriate use of the requested funds.

## Required Application Materials

Please do not submit work in elaborate file folders or packaging. Make copies of all application materials for your records prior to submitting them.

**Preparing your documents for submission** - All word documents must be saved as .doc or .rtf files and adhere to the following naming convention: lastname\_firstname\_TitleOfDocument.rtf (example: Doe\_John\_resume.doc or Doe\_John\_narrative.rtf).

1. **eGRANT Application**  
Applicants are required to upload all supporting documents (with the exception of video, audio, images or physical design examples) through eGRANT.
2. **Resume(s)**  
For the applicant and any other artists to be employed by the project. Third party testimony of an applicant's work is not required but could be beneficial.
3. **Vendor Form** (form below)  
If the grant is awarded to you, this will be used by the Treasury to generate a check. You are required to mail your signed vendor form to our office. Faxed copies are not accepted.
4. **Application Narrative** (form below)  
Applicants must submit their narrative form containing clear and specific responses to each of the project questions; these need to be addressed sequentially and numbered. Responses can not exceed two pages. The project description is the central element of the grant request. The more information the reviewers have about the project and its relation to the review criteria, the better they can judge its merits.
5. **Assurances Form - for Organizations only** - (form below) with original signature of an authorizing official. Please mark with name of applicant.
6. **Artistic Materials**  
Artists must submit materials in the required formats. Artistic materials are the most important aspect of your presentation and it is essential that they are of the professional quality. Each applicant must submit through the mail one complete set of properly labeled artistic materials on a CD or DVD. A list describing these samples, including titles, dimensions, length of performance, title of poems, etc., must be included.

- **Visual submission (CD Rom):**
  - The application must include one set of ten images, depicting individual pieces, installations, designs models or products. Detail shots may be included and count as one of the images.
  - Required image format is a digital/scanned image saved as a .jpg. The image needs to be at least 500 x 360 pixels in size with a maximum single dimension of 1024 and saved at a resolution of 72 dpi.
  - Save your image using the following convention:
    1. Artist name\_title of image\_year of work.jpg (Example: JaneDoe\_Untitled\_2004.jpg).
    2. Maximum of 72 characters in the file name.
    3. Name cannot contain any spaces or characters other than letters, numbers, underscore or hyphen.
  - Work samples must be accompanied by a list that includes titles, dimensions, materials and date for each image submitted.
  - Represented work must be current, preferably within the past three years, except in the case of large-scale installations.
  
- **Audio and video submission (CD Rom or DVD):**
  - The application package must include quality recording(s) in CD ROM or DVD format.
  - Required formats are:
    - **Video: .avi or .mov files**
    - **Audio: .mp3 or .wav files**
  - Recording selection(s) set at a maximum of 15 minute review time and can include a single piece or multiple pieces as edited by the artist to best present the artists work and concept.
  - If an artist is submitting a commercially produced CD or DVD then they must clearly indicate selected tracks or portions of tracks. These submissions should allow for jurors to hear/watch selected segments of larger works without viewing the entire piece.
  - DVDs and CDs should contain enough space between selections to alert the jurors that they are beginning to assess a new work.
  - Must include a separate sheet listing the artist's name, title(s) of work(s), date(s) of completion, running time(s) when applicable, format of support material, best viewing platform (PC/MAC) and any special presentation instructions, and additional production credits.
  - Represented work must be current, preferably within the past three years.
  - **Send audio and video artistic materials** to the Maine Arts Commission, 193 State Street, Augusta, Maine 04333-0025.
  
- **Web content:**
  - Web content can be provided using screen shot images as .jpegs, or as part of a PowerPoint presentation that should include live links where applicable.
  - When submitting URLs, applicants may wish to suggest preferred web browsers for optimal vision of submitted materials.

- **Printed materials:**
  - Supporting printed materials (one copy only required) must be postmarked on or before deadline date.

Mail artistic materials, assurances form (organizations only), and vendor form to the Maine Arts Commission, Innovative Production Grant, 193 State Street, Augusta, Maine 04333-0025.

## STOP!

Each applicant must speak with Kerstin Gilg, Media Arts and Performing Arts Associate at 207/287-6719, [kerstin.gilg@maine.gov](mailto:kerstin.gilg@maine.gov), about the project before submitting an application. Failure to do so will disqualify the application.

## How to Apply

Applicants are required to apply through the Maine Arts Commission e-GRANT system. E-GRANT will accept applications until 11:59 pm, E.S.T., however; agency staff is only available to answer questions until 5:00 pm, E.S.T. Because of the volume of e-GRANT submissions on the day of any grant deadline, we strongly recommend you give yourself a 24 hour buffer.

Applicants who are unable to apply through e-GRANT must contact Kathy Ann Shaw at 207/287-2750, 877/887-3878 TTY/NexTalk User ID: kathy.shaw or [kathy.shaw@maine.gov](mailto:kathy.shaw@maine.gov) to discuss an alternative prior to applying. Alternative submissions will not be accepted without prior authorization.

**The agency will not accept late or incomplete applications under any circumstance.**

Grant information is available in large print format by request. All Maine Arts Commission programs are accessible to people with disabilities. All programs funded by the Maine Arts Commission must also be accessible.

## Apply Now!