



الهيئة الملكية الأردنية للأفلام
The ROYAL FILM COMMISSION
JORDAN

Guidelines & Regulations

The Jordan Film Fund (JFF)

Jordan Film Fund
صندوق الأردن لدعم الأفلام

Marketing and Distribution Category


- Jordanian Feature Narrative Films
- Jordanian Feature Documentary Films

7th May 2024

The Jordan Film Fund (JFF) is a Jordanian financial scheme founded and financed by The Royal Film Commission – Jordan (RFC) in 2011. The JFF is dedicated to funding cinematic projects, empowering local and Arab filmmakers.

Introduction

This document is meant to guide applicants seeking to submit a feature narrative or a feature documentary film in the marketing and distribution phase only, with funding amounts shown in the below table. It comprises essential information such as: eligibility criteria, obligatory application requirements, specific regulations, selection process, among others. It is strongly recommended that applicants read it carefully before applying.



Marketing and Distribution Amount

Category	Amount JOD
Marketing & Distribution of Jordanian Feature Narrative and Documentary	15,000

Eligibility: Who can Apply?

- A distribution company registered in Jordan, or an eligible producer aiming to self-market and distribute are allowed to apply.
- Eligible producer, production company, or distribution company and directors must be Jordanians, or Arab nationals provided that they have been residing in Jordan for at least five years.
- Each applicant is allowed to be part of one application only in the marketing & distribution categories.
- Applicants aged 18 years or older.

Project Eligibility:

- Eligible films are Jordanian feature-length narratives or documentaries that have completed their post-production phase, or have recently been released publicly, not exceeding one year, whether in film festivals, theaters, or online.
- At least 50% of all dialogue, narration, voiceover, and any form of communication within the project must be in Arabic.
- Eligible length of feature-length narrative: 70 minutes and above. Eligible length of feature-length documentary: 60 minutes and above.
- Eligible costs include but are not limited to the costs of promotional and marketing material/events, (i.e., posters, flyers, websites, promo, social media marketing, screening in Jordan and the Arab world fees, festival submission fees, Digital Cinema Package (DCP) conversion among others).

Ineligible Applications:

- Applications submitted after the deadline.
- JFF's grantees (producers, directors, and writers) with an open grant.
- Applications with inconsistent language. Applications are accepted in either Arabic or English.
- Applications with misleading, dishonest, false information not meeting the criteria in this document, handwritten or incomplete.
- Applications that violate national constants, stir hatred, violence, or that contain obscene material.
- Granted projects that did not materialize, complete or were terminated cannot re-apply with the same project in the same category.

Terms & Conditions:

- Each applicant, regardless of their role as a producer, production company, writer, or director may submit a maximum of two applications, in two different categories (i.e. marketing & distribution application and another in the development of feature narrative), however, funding will ultimately be allocated to only one project, as determined by the jury's decision.
- JFF Grantees, who have received support in the marketing and distribution of feature film category, can be part of a new project in the same category only one year after the completion of the funded project.
- Marketing and distribution projects can only apply to the JFF twice and if recommended by the jury. The second application must have significant developments, and applicants must submit a summary detailing the changes.
- Marketing and distribution expenses funded by JFF must start after signing the Funding Agreement. The JFF does not cover retroactive expenses.
- Grant will be terminated or reimbursed if the Production Agreement (PA) or Marketing or Distribution Agreement were terminated.
- Applicants or grantees are not allowed to contact any of the preselection committee or jury members at any time before or after announcing the selected projects.
- Applicants can ask for the preselection committee's or/and jury's notes within five working days after receiving the JFF's official response.

Obligatory Application Requirements:

Phase one:

Please check the table below for the first phase required materials:

Phase one required materials

Material	Narrative	Documentary
Complete Online Application Form	✓	✓
Links to samples of previous work for core team (to be placed with passwords in the online application form)	✓	✓
Link to the film (with English subtitles) to be placed in the application form	✓	✓
Registration of Intellectual Property (see definitions)	✓	✓
Core team ID/Passport/Residency	✓	✓
Marketing and Distribution plan	✓	✓
Detailed Marketing and Distribution budget	✓	✓

Phase two:

Shortlisted applicants will be notified by an official email from JFF. They are required to provide the phase two required materials below, along with the English translation of the above material (if submitted in Arabic) within five working days from receiving the official e-mail.

Phase two required materials

Material	Narrative	Documentary
English translation of all submitted material (if originally submitted in Arabic)	✓	✓
Production Agreement (PA)	✓	✓
Distribution Agreement	If Available	If Available

Assessment and Selection Phases:

Considering transparency, objectivity, and equal opportunities to all filmmakers, RFC employees or their first-degree relatives (spouses, parents, siblings, and children) are not part of the preselection committee nor the jury.

The JFF team will review the applications to ensure eligibility, and only eligible applications will go through the next phases.

1- Pre-selection committee phase: The pre-selection committees will assess projects at this phase according to the JFF selection criteria that includes: the projects' originality and creativity, core team experience and maturity, budget, financial plan, and project feasibility. Projects will be shortlisted and shared with the jury for their evaluation. All applicants will be notified of the results by email.

2- Jury phase: Shortlisted projects will be shared with the jury for their evaluation and final decision.

3- JFF committee phase: The jury's recommendations will be presented to the JFF Committee (who are a part of the RFC Board) for their approval.

All short-listed applicants, including grantees, will be informed of the jury's decision by email followed by a press release.

Funding Agreement and Installments

Once applicants are granted, the JFF team will be sharing the Funding Agreement that must be signed by the producer within a maximum of two months from receiving it. Grants shall be disbursed as follows:

- 1) 1st installment (90% of total fund value) at least 3 weeks post signing the Funding Agreement.
- 2) 2nd installment (10% of total fund value) upon achieving Marketing and Distribution Plan (within one year).

How to Apply

You can submit your application [online](#)

It is strongly recommended to [preview the application form](#) and the required material.

Additionally, you can refer to Annex 1 below for definitions.

Annex 1: Definitions:

- **RFC:** When the term RFC is mentioned, it refers to The Royal Film Commission - Jordan.
- **JFF:** When the term JFF is mentioned, it refers to The Jordan Film Fund, which is a project by The Royal Film Commission – Jordan.
- **Funding Agreement:** A legal document between the RFC and the producer who has been granted, containing the terms of support and the method of its disbursement, in addition to other legal provisions.
- **Production Agreement (PA):** A legal contract between the owner or rights holders (writer, writer/director) and the producer to carry out the production of a film, commercial, or other media production. The agreement aims to regulate the relationship between all parties and clarify their rights and obligations, in addition to ensuring the full implementation of the project.
- **Eligible Producer:** When the term 'eligible producer' is used., it signifies either Jordanian nationals, production companies registered in Jordan, or Arab nationals, provided that they have been residing in Jordan for at least five years.
- **JFF Grantee:** A producer, writer, or director who received JFF support in previous cycles.
- **Open Grant:** A grant/fund that has not yet been completed, i.e., the requirements of the stage have not been fulfilled and therefore the last installment or payment have not been disbursed.
- **Grants and Funds:** The JFF offers two types of grants: The first type (Grant): where grantees are not required to reimburse the RFC the granted amount. This applies to the development of cinematic projects, the production of short films, and the marketing and distribution of Jordanian feature narrative and documentary films.

The second type (Fund): requires grantees to reimburse the RFC for the amount funded by the JFF. This applies to the production and post-production of feature-length narrative and documentary projects, and the co-production of Arab feature narrative films.
- **Registration of Intellectual Property. IP:** A registration certificate confirming the intellectual right of the author of the project (script or treatment). Scripts are registered in the Department of the National Library - Amman/Jordan, or online through (Writers Guild of America). Treatments can be registered online via (Writers Guild of America).
- **Financial Plan:** A plan that explains the financial status of the project according to the total budget and shows the current and expected funding sources (financial and in-kind), considering the project's funding timeline.
- **Letter of Intent:** An official letter from the financier/funder that mentions the type of support (financial or in-kind), the value and conditions (if present). Projects that have previously received support, as indicated in the online application form, are required to submit the letter/s of intent.
- **Co-Production Agreement:** A legal document that specifies the terms and conditions of a collaborative film project, involving two or more producers.
- **Development Plan:** A plan outlining the objectives and tasks that need to be accomplished during a development phase. It includes the steps and activities to be accomplished.
- **Samples of Previous Work:** A sample of previous work, which can be either a short or a feature-length narrative, documentary, experimental, animation, or a TV work, must be provided in the online application form as links, along with the password if the content is protected.