

PROPOSAL GUIDELINES 計劃書指引

Please write in English or Chinese / 可用英文或中文填寫

PROPOSAL MUST CONTAIN THE FOLLOWING ELEMENTS:

(Page limits are suggested lengths only.)

計劃書須包括以下內容：

(內容篇幅長度僅供參考)

Logline (2-3 Sentences) – Provide a brief, catchy summary of your story.

用一句話，介紹這部紀錄片的內容和主題。

Story Summary / Synopsis (Approximately 1-2 pages)

What is your story and story structure?

內容大綱（一至兩頁）－ 介紹故事及結構

Give an overview of your story, introducing the main characters, the anticipated story structure and potential plot points. Discuss your access to the story and characters.

綜合說明故事內容，介紹主要人物、重要情節及事件，並解釋你如何獲得拍攝內容。

Topic Summary and motivation (Approximately 1-2 pages)

Why is this topic important? Why are you the best person to make a film about this?

創作初衷與主旨（一至兩頁）－ 為甚麼你要拍攝這個題材？這題材有甚麼重要性？

Explain the cultural or social relevance and context for the topic, and why this project is timely or urgent. Detail the topics, issues, themes, challenges, stakes, or questions that your project will cover.

解釋故事題材的文化或社會意義，及時間性。詳細說明紀錄片會涉及的題材、事件、主題、挑戰、緣由或問題。

Artistic Approach / Treatment / Unique Feature (Approximately 1/2 page)

How are you going to tell this story?

影片形態及特色（半頁）－ 你會如何說故事？

Describe your creative vision for the finished project – its visual look and feel.

Explain your intended use of cinematic language or any particular artistic approach that informs the storytelling.

介紹這專案的創作理念，如視覺效果及感覺。解釋你會用的拍攝手法及創作元素。

PROPOSAL GUIDELINES 計劃書指引

Please write in English or Chinese / 可用英文或中文填寫

Project Stage (Approximately 1/2 page)

製作進度 (半頁)

Outline the projected production timeline from the project's current state to the anticipated completion date. Your timeline should cover both the creative and production processes and should detail major project activities, production schedules, and anticipated post-production and release dates. Note: The project has to be completed before 15 March 2018.

規劃紀錄片的製作時間表，包括製作過程及主要拍攝活動、日程、後期製作日期及放映日期。註：紀錄片須於 2018 年 3 月 15 日前完成。

(If any) Introduction of your team (Approximately 1 paragraph/bio)

如有：團隊介紹 (每名成員一段履歷)

Provide brief biographies (50-150 words) for the director(s), and if attached, the producer(s), cinematographer, or editor. Include notable credits and/or major recognition or award information. For each key creative, include information about relevant expertise and the individual's role in the project.

以 50 至 150 字介紹主要創作成員 (包括導演、監製、攝影或剪接師)，概述重要獎項、成就，以及在專案中的職務及專業技能。

(If any) Audience and Distribution Strategies (Distribution and Marketing, Intended Audience, Audience Engagement and Social Impact)

如有：觀眾及發行策略 (發行及市場策略、預期觀眾、觀眾參與及社會影響)

(If any) Visual Sample (up to 3 of your best works)

如有：錄像素材 – 不多於三部過往最好的作品