

Interactive Fund | Application Checklist

This is intended as a supplemental guide to aid you in completing your application. Applicants will complete an online application form that includes basic company and application information. You will also need to prepare several items in advance. If a template is available, it's noted below:

- Project description (max 280 words)
- Financing plan and budget (template available).
- Production schedule (template available)
- A work plan / creative plan (max 5 pages, as a PDF) that should include –
 - An overview of what the project or concept is, including narrative arc (if applicable)
 - An overview of the interactivity / user experience
 - Visual diagram samples, including IA or UX
 - Who is on your team
 - What makes it unique or innovative from other projects
 - How you intend to realize your concept.
- A strategic plan (max 2 pages, as a PDF) that should outline –
 - Who is your primary or intended audience
 - The intended goals and outcomes of your project
 - Intended impacts to the B.C. digital media, arts and culture sectors
 - Exhibition or distribution plans (including whether you plan to commercialize)
 - How the project aligns with BCAC strategic principles (as applicable):
 - Sustainability and creative development
 - Indigenous arts and culture
 - Equity, diversity and access
 - Regional and community arts
- List of key creative team members (i.e., lead artist, producers, designers and developers).
- For companies and societies:
 - information on the shareholders and/or directors of your organization
 - A copy of your incorporation or society certificate
 - Company biography (max 250 words)
- For individuals:
 - A CV or resume (PDF)
- A Community Engagement Plan (max 2 pages) and/or Letter of Support for projects that are directed towards or intend to collaborate with under-represented communities, especially Indigenous communities. (if you have more than one letter, combine them as one PDF)
- Link to project proof of concept / demo and/or previous works (if applicable).

- Estimated jobs created if application is successful (Note: this is for data collection purposes only and will not be used in the evaluation process)