



Making Movies That Matter - Film Submission Guidelines

Greetings! We're excited to see your films for the upcoming "Making Movies That Matter (MMTM)" Youth Short Film Festival. Below are some guidelines and requirements for submitting your films.

MMTM Video Eligibility Requirements:

Regular Deadline: Friday, May 5th, 2023 by 11:59pm

Final Deadline: Friday, May 12th, 2023 by 11:59pm

We encourage you to submit your films earlier rather than later. This will provide us with time to address technical issues, should any exist. Films will not be accepted after the Final Deadline.

-Films must be created between January - May 2023 to be considered.

-Film must be K-16 students or from an pre-approved community organization.

-Shorts exhibited previously, either theatrically, at another local festival or via television or internet broadcast are not eligible for submission. Rough cuts or works-in-progress are accepted and reviewed. However, filmmakers are urged to submit as close to the final cut as possible.

-Films must be shot on smartphones or iPads or devices with equivalent sophistication/technology.

-Film submissions may be no longer than 3 minutes in length.

Instructions for Uploading Films to FilmFreeway:

Setting Up Your Project File

-If you do not already have a FilmFreeway account, please sign up for free by navigating to filmfreeway.com and clicking the "Sign Up" button, or by clicking here: https://filmfreeway.com/sign_up. There are two types of accounts you can sign up for. Please choose the option that says "I want to submit my work or get tickets to festivals." Please create an account under the name of the lead filmmaker or Artist-in-Residence who is supervising the submission process.

-Once signed in, click the "My Projects" button at the top of the FilmFreeway page in order to begin your submission.

-On the next screen click **“Add a Project.”**

-On the “Add a Project” page you will enter all pertinent info as it relates to your submission. The fields specified below are required by MMTM and/or the submission platform.

Section 1 - Project information

Project type - select “Film / Video”

Project Title - The title of your film

Brief Synopsis - A one sentence synopsis/logline of the film must be included here

Section 2 - Submitter Information

Please include the contact information for the lead filmmaker or Artist-in-Residence who is supervising the submission process.

Section 3 - Credits

Please fill this section out as completely as possible. If you do not see a particular crew position listed, or would like to add a cast member, click the **“Add a Credit Section”**, name the new credit section, and complete the fields.

Section 4 - Specifications

You are required to select **“yes”** in the field for **“Student Filmmaker”** and include **“Name of School”**.

Section 5 - Screenings / Distribution

This section should be left blank, as MMTM does not accept previously exhibited works.

-Though not required, please feel free to fill out all remaining blank fields as completely as you would like. The more information you can provide about your film, the better.

-Once the form is completed, please click **“Save Project”** at the bottom of the page.

Uploading Your Films

-After saving your project, you will be sent to the **“Project File”** page.

-Before uploading, please make sure your films meet these specifications and requirements:

Submit films in the highest quality possible, but films must not exceed 10GB in file size in order to upload via this platform.

Films must be submitted as Quicktime films (i.e. .mov files)

Your video file must be labeled as: [FILM TITLE]_[SCHOOL_NAME].mov

(Special Note: The “Making Movies That Matter” Council District 12 Short Film Festival Artist-in-Residence Program is not responsible for the quality of the submitted films.)

-Once you’ve confirmed the above, click **“Choose File”** in the **“Upload”** section and select the file you would like to submit. Your film will then begin to upload. **Please do not submit films via URL Link.** Once the video completes uploading, you will receive a notification that the video is processing. This may take a few minutes.

-***IMPORTANT** - While on the “Project File” page, please click **“Add File”** under **“Files & Attachments”**. Here you are required to attach the completed **“Additional Information”** document that accompanies these guidelines.

-Other information that can be entered on the “Project File” page includes Still Photos, Directory Biography, Statement, Poster Image, and Director Headshot, etc. None of this information is required, but feel free to submit these items should you choose to do so.

-***IMPORTANT** - Click the **“Privacy”** tab towards the top of the page.

On the “Privacy” page under **“Project Visibility”** please make sure that **“Festivals Only”** is selected. **Click “Save”**.

The “Project Page URL” does not have to be adjusted

On the “Privacy” page under **“Download Permissions”** it is imperative that you select **“Festivals that I submit to may download my video.”** This will allow us the ability to download for your films. **Click “Save”**

-You are now ready to submit your films to MMTM

Submitting Your Films to MMTM

-Navigate to <https://filmfreeway.com/MakingMoviesThatMatter>

-Click the green **“Submit Now”** button on the right side of the page.

-Select the correct project from the **“Select Project”** dropdown menu.

-Click the checkmark box located to the right of the appropriate category. (If you have not selected “yes” for “Student Filmmaker” in Section 4 in your project specifications, you will be prompted to change it.)

-Click **“Add to Cart & Checkout”**

-Scroll down to the bottom of the checkout page and click **“Complete Order”**. (There is no fee for submission.)

-Your film has now been submitted to MMTM. You will receive an email confirmation of your submission.

If you have any questions about the submission process, please contact the Film Submissions Coordinator, Jared Cowan, at jared@myvalleypass.com. Thank you for your attention and cooperation, and we look forward to seeing you at the festival!