



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 Film Eligibility Requirements:

- Submissions Portal Opens at [FilmFreeway](#): Monday, April 22nd, 2024 at 12:00am
- Final Submissions Deadline: Monday, May 6th, 2024 at 11:59pm
- Red Carpet Event: Thursday, May 16th, 2024 at 5:00 pm

Things to remember:

1. Feel free 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 of Monday, May 6th.
2. We understand that things happen and always remain flexible. Our first priority is to have our participants' films included and juried and shared with the larger audience.
3. Films must be created between January - May 2024 to be considered.
4. Films must be K-12 students or from a pre-approved community organization.
5. Films must be shot on smartphones or iPads or devices with equivalent capacity/technology.
6. Unless the story or visual content of your film dictates otherwise, please shoot in a resolution of at least 1080p (1920x1080). Regardless of shooting resolution, final films should be submitted in 1920x1080 resolution. Please do your best to capture clean audio and balanced levels.
7. Film submissions may be no longer than 3 minutes in length.

Thank you for your commitment to the project and we look forward to seeing you at the festival!

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 FilmFreeway.

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 Project**” 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:

Films should be submitted as Quicktime videos (i.e. .mov files) in 1920x1080 resolution.

Films must not exceed 10GB in file size in order to upload via the FilmFreeway platform.

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 streaming or projection 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, Director 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. (Film submissions open at 12:00am on April 22nd.)

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

-Click the checkmark box located to the right of the appropriate school level and genre 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.

-Again, please make sure that you have given us the ability to download your film (see above). We must be able to download your film in order to include it in the festival.

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