

# UBCP 20/20

## Ultra Low Budget Program

The UBCP 20/20 Ultra Low Budget Program has been created to allow Union Members and Producers the ability to work together on low-budget productions while protecting the rights of the performers.

### Production Requirements

- 1) The production must be a short film.
- 2) The production must be 20 minutes or less in length.
- 3) The production must have a total production cash budget amount of \$20,000.00 or less.
- 4) Productions must be produced primarily for evaluation, educational, critique or non-commercial use. Such use may include film festivals, showcase screenings, workshops or any other non-commercial venue where no admission fee is charged.

### Application Requirements

The Producer must provide the Union with a completed application for all the Programs no less than ten business (10) days, not inclusive of Statutory holidays, prior to the first day of principal photography.

**Given the time required to process applications, there will be no exceptions to the time requirements for submissions.**

The following documentation must be forwarded to UBCP in order your application to be processed:

- Completed Application Form
- **Budget** – The Producer must provide the Union with a budget that declares all expenses and donations. All “in kind” donations do not form part of the Total Production Cash Budget but the known or estimated value of the donations are to be noted in a separate column on the budget. These “in kind” donations will not be recoupable for the purpose of calculating Use Fee payments. Additionally marketing costs will not form part of the Total Production Cash Budget and are also non-recoupable.
- **Script**
- **Current Crew List**
- **Current Cast List** – Please list the Roles to be cast. It is not necessary to know the names of all the Performers who will be engaged for all of the Roles at the time of your application, a final cast must be submitted prior to the end of principal photography. The cast list does not need to include the names of Performers engaged in Background Performer categories.
- **Insurance** – The producer must obtain both Commercial General Liability Insurance AND AFBS “Accident on Set” Coverage as per Schedule A of the Ultra Low Budget Agreement:

- **Commercial General Liability** - The Producer must secure Commercial General Liability Insurance as outlined in Schedule A of the Ultra Low Budget Agreement. **Please note that applications will not be completed until the Union receives the certificate of insurance.** And;
- **AFBS "Accident on Set" coverage**– ACTRA Fraternal Benefits Society (AFBS) has extended its "Accident on Set" coverage to Members (which includes Apprentice and Background Extra Members)who are volunteering in Ultra Low Budget productions in lieu of Worker's Compensation\*. The Union requires the Producer to contact:

Charles Northcott  
 AFBS "Accident on Set" Benefits Administrator  
 Extension 304  
 cnorthcott@actrafrat.com  
 Phone: 416-967-6600 or 1-800-387-8897  
 Fax: 416-967-4744 or 1-888-804-8929  
<http://www.accidentonset.com>

- **Worker's Compensation/WorkSafe BC** – Businesses and individuals that hire workers (full-time, part-time, casual or contract) are required by law to register with WorkSafeBC. For clarity, the Producer is required to register with WorkSafe BC when they are paying Performers for their engagement on the Production.

**Please note:** The Union will be unable to complete your application until all of the above-noted documentation is provided to the Union.

## Application Process

- All applications must be received by fax or email.
- The Union will confirm receipt of your application within two (2) business days.
- UBCP will contact you if we have any questions.
- Upon acceptance of your application the Union will email the producer an Ultra Low Budget Agreement.
- The producer must execute the agreement and return it to UBCP before the Performer Forms are released for use on the production.
- The Performer Form must be signed by all Union and non-Union performers and all Forms must be returned to the Union two (2) business days prior to their engagement on the production, unless special arrangements are agreed to by the Union in advance of principal photography.
- The Union will sign all Performer Forms and provide a copy to the performers as requested.

## Cast

All cast members must be Canadian citizens or have landed immigrant status.

## Fees

The Producer is not required to pay the Performers a Minimum Fee. However this does not restrict the right of any Performer to negotiate terms and conditions (including rates and fees).

## Use Fees

If the production is exploited for any purpose other than for evaluation, educational, critique or non-commercial use then the Producer is required to pay Performers, as Use Fees, an amount equal to 20% of Distributors Gross Revenue, as the term is understood in the current BC Master Production Agreement.

**Please Note:** Failure to meet the above terms and obligations may affect your eligibility to be accepted to the Ultra Low Budget Program in the future.