

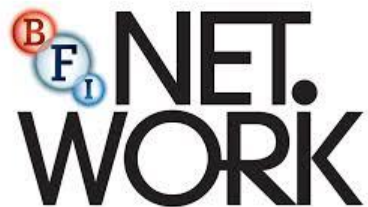


Delegated by the Arts Council of Northern Ireland to distribute Lottery film funding

SHORT FILM GUIDELINES

Closing date: Friday 9th March 2018

In partnership with:



**** Please note – you should read the full Lottery, ACNI and Government Standard Conditions of Award before filling in an application.**

SHORT FILM

Northern Ireland Screen intends to use Lottery Funds provided through the Arts Council of Northern Ireland and BFI NET.WORK to support the production of Short Film. The aim of this funding is to:

- Encourage Northern Ireland resident producers to make a significant contribution to developing talent within the local industry.
- Develop Northern Ireland resident creative talent (writer, director, producer teams) who intend to work professionally in factual or fiction genres.

By offering structured, merit based, opportunities Northern Ireland Screen intends to develop new and emerging writing, directing and producing talent to the point that it is of interest to the wider film, television and digital content industry.

Northern Ireland Screen will organise a minimum of two and a maximum of three application calls in 2017/18. The current call closes for applications on **Friday 9th March 2018.**

Northern Ireland Screen strongly encourages applicants that applied in to the Short Film call in 2017-18 and were rejected not to re-apply with the same project unless the script has substantially changed.

WHAT FUNDING IS AVAILABLE?

Funding is available at Individual and Production Company levels for the production of live action, factual and virtual reality short films.

Individual Production Awards:

Production Budget	Maximum amount available	Maximum % of budget available	Eligibility
£1-£2,500	£2,250	90%	Individuals - new and emerging Northern Ireland resident writer/director

Funding is available towards the costs of production of:

- short live action, factual and virtual reality films normally up to 15 minutes in length

Individual Production Awards are aimed at new and emerging Northern Ireland resident writer / directors in order to give the filmmakers an opportunity to show what they can do.

The film must be shot in Northern Ireland.

At Northern Ireland Screen's sole discretion factual shorts may be filmed outside Northern Ireland with Northern Ireland creative talent and crew attached. All post should take place in Northern Ireland.

The writer / director must have directed at least one live action fiction or factual short film independently and the film must be available to view online.

Production Company Awards:

Production Budget	Maximum amount available	Maximum % of budget available	Eligibility
Unrestricted	£7,500	75%	Limited companies working with Northern Ireland resident emerging writers and directors

Applicants can apply **for up to 75%** of the budget up to a maximum request of **£7,500**. Should the budget exceed £10,000 the maximum amount that Northern Ireland Screen can award remains at **£7,500**.

Funding is available towards the costs of production of:

- short live action, factual and virtual reality films normally up to 15 minutes in length

The intention of these awards is to develop working relationships between Northern Ireland resident emerging writers and directors and production companies who need their talents.

The film must be shot in Northern Ireland.

At Northern Ireland Screen's sole discretion factual shorts may be filmed outside Northern Ireland with Northern Ireland creative talent and crew attached. All post should take place in Northern Ireland.

The Director and Producer must have completed at least one short live action factual or fiction film in their specific role and the film must be available to view online. The quality of the Writer's work will be judged on the submitted script.

KEY ASSESSMENT CRITERIA

- The quality of the proposed script / project
- The quality of the director's previous film(s).
- Viability of the project in terms of ambition against budget

The priorities for funding are:

- Northern Ireland resident filmmakers, whose previous films have garnered national or international awards.
- Northern Ireland resident filmmakers, whose filmmaking is supported by an established production company with a strong track record in film or television production.
- Northern Ireland resident Filmmakers, who can bring third party investment to their projects.

This is not the selection criteria however priority will be given to filmmakers who fall within these three priority areas.

Please read our FAQs (available at the end of this document and on the Northern Ireland Screen website) before requesting an application link. If the FAQs do not answer your question then please contact Christine Morrow, New and Emerging Talent Executive, (christine@northernirelandscreen.co.uk) for further information.

APPLICATION

If you have read the FAQs and these guidelines and wish to apply for funding then please contact Nicky Walshe, Funding Assistant, (nicky@northernirelandscreen.co.uk) for a link to an online application. Please ensure that all supporting documentation is submitted either online with your application or via email to Nicky Walshe. **Failure to provide the requested supporting documentation will result in your application being eliminated from the current short film call.**

TIMEFRAME

- All applications including required supporting documentation must be received by **Friday 9th March 2018**.
- All applications will be assessed with decisions intended to be made in April 2018 provided that all relevant documentation is provided and that all eligibility checks and other queries are promptly responded to.
- If an award is made all applicant companies must be in a position to finalise the contract before 31 August 2018.
- Delivery of the project should be within 6 months of receipt of the award

COMMITMENT TO GOOD PRACTICE

- All productions supported by Northern Ireland Screen will be required to make a contribution to the **Skills Investment Fund (SIF)**, the training levy to be collected and distributed by Skillset on behalf of the industry. Producers will have to pay **0.5 per cent** of their budget to the SIF. The ceiling on any one production is capped at £40,860. This should appear as a line item in the budget. This levy does not replace any existing provision for the employment of trainees that may be in the budget: the SIF levy is an *additional* training cost. For further details of how to calculate the levy on your budget contact the Film Administrator at Creative Skillset, Focus Point, 21 Caledonian Road, London, N1 9GB. Tel: 020 7713 9800 or contact Lauren Grace Bergin, the Film Levy Coordinator at Creative Skillset on 020 7713 9862.
- All productions supported by Northern Ireland Screen must commit to, and adhere to, the **Northern Ireland Industry Code of Practice** published by Northern Ireland Screen. A copy of this code is available on the application website.

If an award is made please note the following:

- Northern Ireland Screen's New and Emerging Talent Executive, Christine Morrow, should be provided with a schedule and a full unit list detailing cast and crew prior to production and be kept updated throughout the production process;
- You will be required to provide :
 - evidence that the full schedule of Production insurance, with Northern Ireland Screen named as additional insured, is in place prior to the first day of production. Insurance should be listed as a budget line in your short film production budget;
 - a unit list;
 - production schedule;
 - call sheets during production
- During post production a link to an online version of the picture cut of the film must be supplied;
- Each member of the creative team must open a BFI post room account: <http://network.bfi.org.uk/postroom>
- Northern Ireland Screen must approve the credits on the final film;
- The following are the standard delivery items:
 - 3 DVDs
 - Quicktime Pro Res 4.2.2 HD Film on hard drive or pen drive
 - A MPEG4 HD h.264 viewing file created from the above Master Pro-Res file. The file should be set for streaming at 5Mb/s
 - at least 20 colour print quality stills from the Film on CD in jpeg format minimum 300 dpi

1st SHORT FILM CALL 2018-19 – FREQUENTLY ASKED QUESTIONS

Please ensure you have read the SHORT FILM guidelines before completing an application.

I applied to the short film call in 2017-18 and my application was rejected. Can I apply to this call with the same project?

Northern Ireland Screen strongly encourages applicants that applied to the Short Film call in 2017-18 and were rejected not to re-apply with the same project unless the script has substantially changed.

What type of short film is Northern Ireland Screen funding?

Northern Ireland is not prescriptive about the genre of short film content. It funds both standalone material and proof of concept shorts depending on the experience and career trajectory of the filmmaker. Funding is available for live action fiction, factual and virtual reality short film.

Is funding available for animation short film?

Funding is not available for animation shorts via the Short Film call or Access Shorts however Northern Ireland Screen does run a Creative Animation scheme. For further information please visit the Northern Ireland Screen website.

I have never written, directed or produced a film before. Am I eligible to apply?

No, Northern Ireland Screen does not fund first time filmmakers. We ask that applicants have at least one short film credit before being considered for funding. Please review relevant scheme guidelines for further information.

I am based in the Republic of Ireland/Scotland/England/Wales. Am I eligible to apply?

If you are applying as an individual then you are not eligible to apply. Northern Ireland Screen's short film funding only supports new and emerging Northern Ireland resident writer/directors at individual level.

If you are applying as a production company and are based outside Northern Ireland you are eligible to apply if the company is working with Northern Ireland resident emerging writers and directors on the project.

I am a director who currently has a live short film project that has received funding from Northern Ireland Screen. Can I apply for funding for another short film project that I am directing?

We would expect a director that currently has a live short film project in receipt of Northern Ireland Screen support to have submitted a picture lock cut of the

film to Northern Ireland Screen's New and Emerging Talent Executive before applying for funding for another project.

I am in full time education. Am I eligible to apply?

Students in full time education are eligible to apply to the Short Film call provided their proposed film is not part of their university course. For avoidance of doubt the proposed film cannot be a coursework component or a graduation film.

What is the maximum amount available through the Short Film Call?

Production Companies can avail of up to £7,500 through the short film fund. This is based on a budget of at least £10,000. We would ask that producers consider their budget carefully and budget appropriately to their project. Individuals can apply for up to £2,250. This is based on a budget of at least £2,500.

Can my script be read before I apply to the fund?

No, the script submitted with your application is the only draft it is possible to read.

Can I have a meeting to discuss my project?

It is normal practice for funded filmmakers to meet with the New and Emerging Talent Executive on receipt of their award to discuss their projects.

Do I have to know who my cast and crew will be at application stage?

It is an advantage if you know who you intend to work with at application stage, although not compulsory to detail.

How do I send my previous work to Northern Ireland Screen?

Please send links to previous work via an online link (with password if required)

What happens if I am unable to provide the requested supporting documentation with the application?

In order for an application to be considered all supporting documentation must be submitted with the online application or emailed directly to Nicky Walshe, Funding Assistant (nicky@northernirelandscreen.co.uk). Failure to provide the documentation requested will result in the application being excluded from the short film call.

I am trying to upload a large document via the online application form but I am receiving an error message. What should I do?

Any large documents should be emailed directly to Nicky Walshe, Funding Assistant (nicky@northernirelandscreen.co.uk).

When will I hear if my application has been successful?

All eligible applications will be assessed following closure of the call with decisions intended to be made in April 2018 provided that all relevant documentation is provided and that all eligibility checks and other queries are promptly responded to.

How long do I have to make my film if I receive funding?

We would expect the completed film to be delivered alongside the required financial and post project reports within 6 months of receipt of the award.

If I am successful in receiving funding will the decision be publicised?

Yes it will. All the awards made across our funds are listed on our website.

If I am successful in receiving funding do I need to get Production Insurance?

Yes, evidence is required that the full schedule of Production insurance, with Northern Ireland Screen named as additional insured, is in place prior to the first day of production. Insurance should be listed as a budget line in your short film production budget.

I have a question that isn't answered in these FAQs or via the guidelines. What should I do?

Please contact Christine Morrow, New and Emerging Talent Executive, (christine@northernirelandscreen.co.uk) regarding any further queries.