

## Ignition Random Acts Networks Centre FUSE First Acts Short Film Scheme 2017 Terms & Conditions

**Application Deadline:  
5pm, Monday 24th April 2017**

**Open to Organisations supporting young people  
Aged 16-24 in South East England**

The Ignition Random Acts Network Centre 2017 First Acts Short film scheme is created by Arts Council England in association with Ch4. The Short Film Scheme is managed by Screen South and Exec Produced by Fly Film. By entering, the applicants agree to comply with the terms and conditions outlined here. You must read the **FUSE First Acts** Short Film Guidelines before applying.

The Ignition Network Random Acts **FUSE First Acts** Short Film programme is open to Organisations in the South East of England supporting young people aged between 16-24 who are resident in the Arts Council South East region.

### 1. Random Acts FUSE Short Film

- 1.1. The Random Acts **FUSE First Acts Short Film** scheme is an opportunity to present short film ideas which have bold, fresh and vibrant creative vision.
- 1.2. The Commissioners will be looking for a range of young creative talent with strong ideas drawn from diverse art forms: from dance to visual arts, animation to poetry, documentary to drama and visual effects to video arts in order to create stunning new short films.
- 1.3. The completed films can be between 90 seconds and 3 minutes long and will need to be of a high quality.

### 2. THE MANDATORY REQUIREMENTS ARE

- 2.1. The Organisations will be commissioned by Screen South, in partnership with the Ignition Network and supported by Arts Council England to produce a film that is entirely original in content.
- 2.2. The proposed film must be at least 90 seconds and no longer than 3 minutes long excluding credits.
- 2.3. The commissioned Organisations must be able to deliver their films by **6<sup>th</sup> September 2017**



- 2.4. Applicants to Random Acts **FUSE First Acts Short Film** scheme must be working with young people aged between 16 - 24 on the date of selection and they must be a resident or attend a university or college in the Arts Council South East region which covers; Bedfordshire, Berkshire, Buckinghamshire, Cambridgeshire, East Sussex, West Sussex, Essex, Hertfordshire, Kent, Norfolk, Oxfordshire, Suffolk, and Surrey.
- 2.5. All applications must be made in partnership with a capable Producer and company/organisation that will be responsible for managing the contracting, production and post production logistics, delivering the film on budget and schedule, managing the production budget and the accounts and reporting to Screen South and the Executive Producer.
- 2.6. All applications must be made in partnership with a capable Producer and company/organisation who will be responsible for financial monitoring and reporting to Screen South
- 2.7. All applicants must abide by all the rules set out in the terms and conditions regarding all areas and in particular regarding rights, clearances, legal and technical compliance.
- 2.8. At the very least one representative of the young creative team must be able to attend the Grade, Online & Dubbing Mix at Molinare.

**3. DEADLINES – please see guidelines for full list of key dates**

FUSE	KEY DATES
<b>Deadline</b>	<b>24<sup>th</sup> April</b>
Notification of Phone Interview	<b>5<sup>th</sup> May</b>
Phone Interviews	<b>8<sup>th</sup> May</b>
Successful Organisations Notified	<b>9<sup>th</sup> May</b>
Training & Development Workshops	<b>18<sup>th</sup>, 19<sup>th</sup> &amp; 20<sup>th</sup> May</b>
<b>DATES FOR THE FOLLOWING ELEMENTS CAN BE AGREED IN LINE WITH THE APPLICANTS PROPOSED FUSE PROGRAMME AN WLL BE DISCUSSED AT INTERVIEW STAGE</b>	
Creative & Development Workshops	
Production Partners deadline for Submissions for Selection	
Pre Production	
Shoot	
Edit & Sign off cuts	
Final sign off & Conform	



Teams Deliver to Molinare	<b>6<sup>th</sup> September</b>
Post with Molinare	<b>TBC</b>
Molinare to Deliver to Screen South	<b>23<sup>rd</sup> October</b>
SS Delivery to Channel 4 & ACE	<b>TBC</b>

#### 4. COMMISSION AWARD

- 4.1. The selected Organisations will receive a Production Commission from Screen South to make an Ignition Network Random Acts Network Centre **FUSE First Acts** Short Film of between 90 seconds and 3 minutes with a budget of up to a **budget of up to £4,000 including £2,810 cash, £1,000 paid by Screen South for Online Post production with Molinare and £190 paid to Screen South for Insurance.**
- 4.2. Screen South will then contractually commission the films to be produced and following compliance checks in line with our child protection policy and financial regulations. The contractual agreement will be with the accountable organisation. The organisation will enter into a contractual agreement for the production of their films with Screen South to be overseen by the Ignition Executive Producer with support from the Ignition Network Production Manager.
- 4.3. All film project elements, including final conformed edit and production paperwork must be delivered to the appointed post house for the grade, online and sound mix, creation of deliverables and compliance checks by the date agreed with the Ignition Network Executive producers
- 4.4. Awards will be paid in the 4 tranches as outlined in the **FUSE First Acts** Short Film Guidelines Cash flow.

#### 5. SUBMITTING YOUR FUSE APPLICATIONS

- 5.1. Only one application per lead entrant is allowed, you may be part of other applications and but applicants may apply to make more than one film as part of their workshop programme.
- 5.2. Applicants should review the guidelines relating to Random Acts **FUSE First Acts** Short Film Scheme on the Screen South Website: [www.screensouth.org](http://www.screensouth.org)
- 5.3. Applicants should create a Production Plan in response to the guidelines which includes the requested items and include this in submission by completing the online application form in the required format.
- 5.4. All application ideas and proposed film content must be the original work of the applicants. Applicants who incorporate any images, writing, music or other creative material where rights (including intellectual property rights) belong to a third party, must obtain the third party's express permission. Applicants may be asked to evidence their ownership of the proposed work in the Application Interview if they are shortlisted. Applicants must ensure

the relevant contractual consents and/or licenses are obtained in respect of their Application and should keep dated records of all working materials.

- 5.5. All entries must be submitted via our online application system located at <https://form.jotformpro.com/70732838234963>
- 5.6. The closing deadline for submissions of Expression of Interest must be received by **Monday 24<sup>th</sup> April 2017 by 5pm**. Screen South accept no responsibility for undelivered/unreadable entries. Proof of upload does not guarantee that an acceptable entry has been received.
- 5.7. The **FUSE First Acts** Short Film Scheme online application form will require URL links to previous work/show reel to allow the Selection Panel to establish that the organisations can deliver effectively. URL links may be provided for any member of the production team and can be viewed on any available web platform – Vimeo, YouTube etc. The Selection Panel will only view work online where it's available to view or correct passwords have been given. It is the applicants' responsibility to ensure that these are provided and the submission is compatible with the viewing platform.
- 5.8. Shortlisted applicants will be asked to submit a full application and may be asked to attend an interview as part of the application process in order to discuss their plans in more detail.
- 5.9. By entering the **FUSE First Acts** Short Film Scheme all entrants commit to their availability to make their films during and to delivering all final deliverable elements by **September 2017**.
- 5.10. The application form does not necessarily cover all the criteria we use to decide which applications to fund. We may ask applicants for extra information.
- 5.11. With regards to data protection, Screen South will use each entrant's personal details for the purpose of administering this application and they will be shared with Channel 4, Arts Council of England, Fly Film and Ignition Network Partners.
- 5.12. Any costs incurred when putting together your application are the responsibility of the applicant. Any expenditure incurred or committed before a commission is granted is the responsibility of the applicant.

## 6. OWNERSHIP OF THE FILM

- 6.1. The successful applications will be commissioned by Screen South on behalf of the Ignition Network Random Acts Network Centre to make the short film(s) and will be under contract to Screen South.
- 6.2. All intellectual property in the Commissioned final films will remain with and belong to the applicant.

6.3. The selected Filmmakers will grant Screen South a royalty-free license worldwide and in perpetuity to reproduce and distribute their commissioned films and Screen South may enter into a license with Channel 4 to broadcast the films in the C4 Random Acts Short daily Arts Strand in line with the C4 License Agreement.

6.4. For the avoidance of doubt, not all the short films commissioned by Screen South through the Random Acts project will be selected for transmission on Channel 4 services.

## 7. THE SELECTION PROCESS

7.1. SCREEN SOUTH will appoint a Selection Panel who in their sole discretion, have the appropriate qualifications to select the work. Applications will be considered in accordance with the outlined selection criteria.

7.2. The Selection Panel will create a shortlist of applications which will be invited to submit a full application consideration for the final commissions. The short-listed applicants will be contacted by the **8<sup>th</sup> May 2017** to discuss their submission of a full application and for clarity of workshop programmes schedules and content. Submission and decision dates will be advised at that time.

7.3. Evidence of artistic merit, originality and the quality of your practice and ability to deliver will be the foremost consideration of the application panel.

7.4. The Panel intends to award 9 Commissions for this Call. They may commission organisations to make more than 1 film. However there is no guarantee that the Panel will award all commissions if they do not feel that work is of the standard required.

7.5. Screen South will provide feedback to all shortlisted applicants and they may reapply to future strands.

7.6. Selection of the successful projects remains the decision of the Selection Panel. The outcome of the Panel decision is final. There will be no recourse to appeal if applications have not been successful.

7.7. If Screen South is made aware of any concerns that a submission does not constitute the original work of the entrant, Screen South will contact the applicant and will ask for evidence of their assertion to be the creator of the work. Screen South will consider the evidence gathered and decide whether to allow the applicant to remain within the programme or to remove it. The Screen South decision is in its sole discretion and is final.

## 8. THE COMMISSION

8.1. A maximum of 6 filmmaker finalists will be selected to make a Random Acts Network Centre films for the **FUSE First Acts** strand.

- 8.2. Each Organisation will receive a **budget of up to £4,000, including £2,810 cash, £1,000 paid by Screen South for Online Post production with Molinare and £190 paid to Screen South for Insurance** to make each film which will include Insurance and Compliant Broadcast and Online delivery costs in line with C4 Broadcast guidelines.
- 8.3. The Commission Award is not transferrable. Other cash or credit alternatives will not be offered.
- 8.4. Screen South and partners assume no responsibility and are not liable for any costs, charges or expenses which the applicants may be required to pay at any time in connection with a submission outside of the agreed contract between Screen South and the selected applicants.
- 8.5. All films must be legally and technically compliant in line with Channel 4 Broadcast guidelines.
- 8.6. Successful applicants agree to abide by the Channel 4 License Agreement, including First Run/Exclusivity – “no version of the commissioned film can have been exhibited by any form of distribution prior to the first transmission on Channel 4” (if selected).
- 8.7. Not all films produced through the Random Acts project will be selected for transmission on Channel 4 services.
- 8.8. Screen South, The Ignition Network, Channel 4 and Arts Council England reserve the right to publicise and promote all applications and funded projects, including individual profiles, portfolio content and project summaries.
- 8.9. Successful applicants will be expected to promote the project, be available for interviews and participate in events such as receptions, press activities and launches for Random Acts. The name, photograph and application of the successful applicants may be used by Screen South, Ignition Network, Channel 4 and Arts Council England for publicity purposes. The selected applicants agree to allow Screen South, Channel 4 and Arts Council England to use their name and likeness for advertising and publicity purposes in association with Random Acts without remuneration.
- 8.10. All successful applicants must ensure that they are available for the filming and documenting of their work and for any related editorial activity. Failure to do so will result in the disqualification of your application.
- 8.11. Successful, applicants must keep receipts and production accounts. Proof of all purchases must be submitted with account reporting and finance claims in line with production budget and cash flow guidelines.
- 8.12. The Commission Award is not consideration for any taxable supply for VAT purposes. The applicant acknowledges that Screen South’s obligation does not extend to paying any amounts in respect of VAT in addition to the award granted to make the film.

- 8.13. All requirements for pre production, post production and delivery have to complete as outlined in the programme guidelines to receive full payment.
- 8.14. The final 10% of Commission Awards will be held until all final reports, evidence of spend and financial reports have been received and authorised by the Executive Producer and Screen South.
- 8.15. All film project elements including conformed locked picture and production paperwork must be delivered to the appointed post house for the grade, online, sound mix and creation of deliverables and compliance by the date agreed with Executive Producer
- 8.16. Successful applicants will have to ensure that any person working with young people holds the relevant DBS certificates and works in line with Screen South child protection policy.
- 8.17. Recipients of a Random Acts commission must acknowledge Arts Council England's support on every possible/relevant occasion including acknowledgment as principal funder of the final output/project and on any promotional material for your project.

## 9. GENERAL POINTS

- 9.1. Successful applicants will release the Screen South partners and their affiliates, partners and employees from any and all liability, claims, demands, and causes of action for third party claims (including intellectual property claims) personal injury and or damage, theft, or loss suffered in connection with this programme or the use or acceptance of the commission award or any portion thereof save where due to the negligence of the Programme managers.
- 9.2. Screen South reserve the right to suspend, cancel or amend a Commission Award and/or review and revise these rules at any time without giving prior notice and by continuing to take part in the Commission subsequent to any revision of these rules, entrants shall be deemed to have agreed to any such new or amended terms.
- 9.3. All applications are made at the applicant's own risk. Screen South will not be liable for loss, damage or costs arising directly or indirectly from:
- the application process
  - Screen South's decision not to provide an award to an applicant; or
  - processing the application.
- 9.4. Submissions will be declined if the submitted material may be considered to contravene legal agreements or are unsuitable for a broadcast audience.
- 9.5. Incomplete applications will be considered ineligible.
- 9.6. Screen South's decisions on applications are final.
- 9.7. The following projects are not eligible for Random Acts:

- Projects that will use the fund solely for the purchase of equipment (by “equipment” we mean musical instruments, computers, office equipment, multimedia and audio - visual equipment etc.)
- Projects that have commenced filming or been completed before the assessment of the application.
- Fundraising events.
- Activities for formal educational purposes set out by the national curriculum.

9.8. Applicants will be deemed to have accepted these terms and conditions and agreed to be bound by them when applying for Random Acts.

**The Ignition Network  
Screen South  
The Wedge,  
75 – 81 Tontine Street,  
Folkestone,  
Kent, CT20 1JR  
Tel: 01303 259777**

The online applications can be found at: <https://form.jotformpro.com/70732838234963>

**Incomplete or late applications will be considered ineligible and will NOT be accepted.**

**For any further enquiries about your application please contact Nina Somers:**

Email: [ignitionnetwork@screensouth.org](mailto:ignitionnetwork@screensouth.org)

Telephone: **01303 259777**