

British Academy Cymru Awards

Rules and Guidelines 2019

British Academy of Film & Television Arts Wales

British Academy Cymru Awards

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A. INTRODUCTION & TIMETABLE

The British Academy Cymru Awards are presented annually to recognise, honour and reward individuals and production teams for outstanding achievement in Wales. The competitive award categories reflect the wealth and diversity of Welsh television and film.

The Academy also honours two individuals with Special awards in recognition of their contribution to the industry. These awards are in the gift of the Academy, they are approved by the BAFTA Cymru Management Committee and ratified by the Board of BAFTA.

2019

Monday 4 March	Entry Site Opens (09.00 GMT)
Thursday 4 April	Broadcaster entry and video upload Deadline (17.00 GMT)
Thursday 11 April	Production Company/Individual entry, video upload and Payment Deadline (17.00 GMT)
Friday 17 May	Viewing/Voting site opens for Welsh BAFTA members (Full, Associate and Branch) (10.00)
Tuesday 28 May	Viewing/Voting site closes (17.00)
Friday 31 May	Broadcaster entries invited
Wednesday 5 June	Deadline for broadcaster entries
Monday 24 June	Juries begin
Friday 19 July	Juries finish
Thursday 5 September	Nominations announcement
Thursday 3 October	Nominees Party
Sunday 13 October	British Academy Cymru Awards 2019

BAFTA Cymru accepts no responsibility for entrants missing deadlines

B. ELIGIBILITY

Welsh language and English language programmes/films are eligible in every category. Each entry must be a complete programme/film/production. Inserts, recut, re-versioned, renamed or repeated productions are not eligible.

1. Programmes must have had their first transmission in the UK between **1 April 2018 and 31 March 2019** on terrestrial, cable, satellite or digital channels, including web based broadcasters who commission content (e.g. Netflix) and meet the criteria on page 5.
2. Any Game is eligible as long as it has been released in the UK between **1 April 2018 and 31 March 2019** and also meets the eligibility criteria below. No game that has previously been entered into the British Academy Cymru Games Award can be re-entered
3. Feature/Television Film: To be eligible, the film must have a running time exceeding 70 minutes and either:
 - Be exhibited publicly to a paying audience within a commercial cinema in the UK for no fewer than seven days (not including festival screenings). These need not be consecutive days, nor at the same venue.
 - Been screened at a qualifying festival between **1 April 2018 and 31 March 2019**. (A list of approved festivals can be found in Appendix 1 of this document).
 - Been broadcast as per the programme rules above.
 - All films must meet the eligibility criteria on page 5
4. Short Film: To be eligible, the film must fulfil all of the following requirements:
 - The maximum running time, including end credits, is 40 minutes;
 - Either screened at a qualifying festival between **1 April 2018 and 31 March 2019** or broadcast in the UK between **1 April 2018 and 31 March 2019** on terrestrial, cable, satellite or digital channels, including web based broadcasters who commission content (e.g. Netflix)
 - All short films must meet the eligibility criteria on page 5
5. Entries can be submitted directly by broadcasters, producers and individuals. Individuals may enter different episodes/programmes in a series that have already been entered by a broadcaster or production company for craft or performance categories
6. Programmes may be regional or networked
7. Entry deadline: **BROADCASTERS Thursday 4 April 2019 (17.00 GMT) / PRODUCTION COMPANIES and INDIVIDUALS Thursday 11 April 2019 (17.00 GMT)**
8. Individual or team entries can be submitted where appropriate for certain categories. You may opt for 'Production Team' where appropriate on the entry form
9. For team entries, which are subsequently nominated, the teams are required to select one representative for formal acceptance of any award.
10. Individuals may nominate a single episode/programme/film or individual in the Craft or Performance categories, **including self-nomination**
11. The selection and submission of representative episodes, programmes, films and is the responsibility of the producer or his/her nominee who will take responsibility for the entry
12. Names submitted on the entry form will go on to become the official nominations published
 - There must be careful consideration of who is proposed for nomination candidates as changes cannot be made once nominations have been announced
 - When supplying names of the candidates for nomination, BAFTA Cymru will only accept names if they are apart of the creative production team. Commissioning editors and executives who work within the broadcaster commissioning teams will not be accepted
13. Full programmes/films must be uploaded at point of entry
14. Short Films/Films are not eligible if they have been previously entered into the British Academy Cymru Awards

ELIGIBILITY CRITERIA FOR TELEVISION PRODUCTIONS

All programmes and film entries should satisfy two of the three following criteria:

1. The production company has a substantive business and production base in Wales. A base will be taken to be substantive if it is the usual place of employment of senior executives and personnel involved in the production in question
2. At least 50% of the programme or film in question's production budget (excluding the cost of on-screen talent, archive material and copyright costs) was spent in Wales and/or on Welsh production talent (i.e. not on-screen talent)
3. At least 50% of the production talent (i.e. not on-screen talent) must have their home or usual place of employment in Wales. This must cover a minimum of four out of the following nine areas: Director, Producer, Development Executive, Animator, Writer, Editor, Line producer/Production manager, HOD – Art, Sound, Camera, Post Production, and Music. (For factual entries, one of these roles may be replaced by Assistant Producer).

ELIGIBILITY CRITERIA FOR FILM (FEATURE/TELEVISION FILM AND SHORT FILM)

All film entries should satisfy two of the three following criteria:

1. The production company has a substantive business and production base in Wales. A base will be taken to be substantive if it is the usual place of employment of senior executives and personnel involved in the production in question
2. At least 50% of the programme or film in question's production budget (excluding the cost of on-screen talent, archive material and copyright costs) was spent in Wales and/or on Welsh production talent (i.e. not on-screen talent)
3. A film must have significant creative involvement by individuals who are Welsh (refer to Welsh eligibility criteria on page 6).

Films that do not meet the criteria but have a significant Welsh component may be able to enter. Please contact Rebecca Hardy (Details on contacts page) should you wish to enter a film which does not meet the above criteria. The BAFTA Cymru Management Committee are the arbiters on film entries.

ELIGIBILITY CRITERIA FOR GAMES

1. The developer/publisher must have a substantive business and production base in Wales. A base will be taken to be substantive if it is the usual place of employment of senior executives and personnel involved in the production in question
2. Entries should only be submitted by the company/individual which can prove it/they hold 51% or more of the total IP. However, entrants may submit an entry if they hold 51% or more of the total IP of the entry or if they have permission from the IP holder

Games entrants can enter **Best Game, Breakthrough Award and Original Music**. They are not permitted to enter any of the other craft categories.

ELIGIBILITY CRITERIA FOR INDIVIDUALS: CRAFT & PERFORMANCE CATEGORIES

WELSH INDIVIDUAL

Any Welsh individual is eligible to enter in relation to work that satisfies the above criteria for a **Welsh production, UK production* or International production**** made in the UK.

Individuals are considered Welsh under **one** of the following criteria

- Welsh place of birth
- Residency (currently residing and resident for a minimum of five years when entry was made)
- An individual who has resided in Wales for the majority of their life

***Definition of a UK production**

Television

The programme should have been initiated and developed in the UK with creative control residing within the UK, and/or a UK broadcaster must have the primary editorial control over the programme.

Film

A film must have significant creative involvement by individuals who are British (UK passport holders or permanently resident in the UK for at least ten years up to and including the eligibility period).

****International Production**

Welsh individuals who have worked on an international production which was made in the UK are eligible. For example, Game of Thrones. The craft under consideration must have been completed in the UK.

NON-WELSH INDIVIDUAL

A non-Welsh individual may be considered in the British Academy Cymru Awards so long as the following criteria is met:

- The craft under consideration has been completed in Wales
- The Production meets the Welsh eligibility criteria

Special notes

For categories receiving 12 or more entries there will be four nominees and a winner.

For categories receiving 8 - 11 entries there will be three nominees and a winner.

If there are fewer than eight entries in a particular category then those entries will not be considered for the 2019 awards, but will be carried over for consideration in 2020.

Feature/Television Film category may be considered with a minimum of six entries. The BAFTA Cymru Management Committee are the arbiters on whether the category will proceed with six or seven entries.

BAFTA Cymru reserves the right, in exceptional circumstances, to recognise Special Achievement in a category that fails to meet the required quota. Entries in this category will be considered by a Jury and a Special Achievement may be awarded by the Jury. In such circumstances, no nominees will be published. When a Special Achievement Award is presented, none of the entries are eligible to be rolled forward for consideration in the following year but if a Special Achievement is not presented, then any of the entries in that category may be rolled forward for consideration the following year.

For the avoidance of doubt, broadcasters/production companies/individuals may enter different episodes of the same series in different Craft and Performance categories, but only one episode in each programme category from each production is permitted.

Multiple entries for the same individual/production team on the same series are not permitted.

In the event of being shortlisted for jury consideration, only the episode/programme submitted via the British Academy Cymru Awards Entry Site will be considered.

ENTRY, SUPPORTING MATERIAL & ENTRY FEES

All entries must be made using the official British Academy Cymru Awards Entry site <https://entry.bafta.org/> and more information about the video specifications can be found on page 9 of this document.

The BAFTA Awards entry website will be open for entries from **09.00 Monday 4 March until 17:00 on Thursday 4 April for Broadcasters** and until **17.00 Thursday 11 April 2019** for **Production Companies and Individuals**.

On the entry website a synopsis (No more than 1000 characters including spaces) will also be requested. ***This should be a short factual synopsis of the episode, the series, film or game. It should not include any details of other awards won, ratings or media quotes.***

BAFTA reserves the right to edit text that does not meet these criteria.

Supporting material

A promotional image of the programme/film or game is required for **all entries** and must be uploaded at the point of entry. If nominated, this photo may be used by BAFTA Cymru in Press releases and social media channels and should therefore be of high quality and good composition.

Supporting material is also required for the following craft categories; Production Design, Costume Design, Make Up and Hair, Original Music and Sound. Further details are listed alongside the craft categories in section D.

Entry fees

There is a fee per entry of £80.00 plus VAT (£96.00 per an entry including VAT) for Production, Craft, Performance and Game categories (***excluding breakthrough which is free to enter***)

Payment

- Entry fees are payable via the entry website
- Entry fees MUST be received no later than **17.00 Thursday 11 April 2019**

MAKING PROGRAMMES/FILMS AVAILABLE TO VOTERS AND JURORS

Membership Vote (Online vote)

- Entrants must make their programmes available to BAFTA members for review via BAFTA's award viewing and voting website. The content uploaded must be as originally broadcast, without commercial breaks. DVD screeners will not be sent to voters. Entrants should upload the full episode/film (unless otherwise specified)
- The Game and Short Film category are not subject to the members vote and will go straight to jury
- The British Academy Cymru Awards Entry site is username and password protected and is only accessible by Voting Members of BAFTA Cymru, who will be able to either stream or download content from the site until **17:00 28 May 2019**. After this date content will only be available to jurors. For further information on the security controls in place to protect streamed and downloaded content, please visit <http://www.bafta.org/privacy.html>
- Please note, categories receiving between 8-11 entries will not be subject to Membership Voting, and all entries will be considered by the jury (see below)

Jury Shortlist

- If shortlisted through the BAFTA Cymru members vote for jury consideration, any welsh language programme/film must be made available, via the awards viewing and voting site, with English subtitles by **5 June 2019**
- This is the responsibility of the entrant and BAFTA Cymru is not liable for any costs associated with the subtitling of programmes/films
- BAFTA Cymru will contact the entrant responsible for the entry to request this material. The content uploaded must be as originally broadcast, without commercial breaks. (Unless otherwise specified)
- Every juror signs a confidentiality form to clarify they must not copy or lend the material and that it is for judging purposes only
- Videos must be uploaded via the BAFTA British Academy Cymru Awards Entry Site: <http://entry.bafta.org>
- Games: 8 copies (either physical copies or access codes) of the game must be supplied to BAFTA Cymru. All access codes must be valid until the end of the Jury period - 19 July 2019. In the event that more than 1 jury sits we may require additional codes. BAFTA Cymru will contact the entrant if required.

Correct entry information is the responsibility of the entrant. BAFTA Cymru is not liable for errors in listings that are the result of incorrect information being submitted on the entry form

BAFTA Cymru cannot be held responsible for programmes being entered into incorrect categories

The BAFTA Cymru Management Committee is the arbiter of all eligibility

BAFTA AWARDS ENTRY VIDEO UPLOAD TECHNICAL SPECIFICATIONS

The BAFTA Awards Entry System aims to provide the best possible viewing experience for your content. In order to achieve this, we request that you provide a high quality version of your file. Our preferred video specification is shown below. Please use our preferred specification where possible, however if your original best quality video is in another format, we would prefer to receive it with minimum encoding to preserve quality.

Contact awards@bafta.org with any questions:

	Preferred specification
File format	.mp4 / .mov
Audio codec	Stereo audio
Bit rate	15 – 20 mbps (or as high as possible)
File size	File sizes up to 90 Gigabytes are supported.

GAMES

8 copies (either physical copies or access codes) of the game must be supplied to BAFTA Cymru. All access codes must be valid until the end of the Jury period, 19 July 2019. In the event that more than 1 jury sits we may require additional codes. BAFTA Cymru will contact the entrant if required.

BAFTA Cymru accepts no liability for any file created to the wrong specification and is therefore not available to be viewed in the viewing or voting site. It is the entrant's responsibility to make sure the file is created to the correct format, to check their video once it has transcoded and to confirm the video is associated with the correct entry

C. AWARD CATEGORIES

AWARDS IN THE GIFT OF THE ACADEMY

These awards are presented at the discretion of the BAFTA Cymru Committee; therefore they may not all be presented in any given year.

1. SPECIAL AWARD: SIAN PHILLIPS AWARD

- Presented to a Welsh individual who has made significant contributions in either major feature films or network television programmes

2. SPECIAL AWARD: OUTSTANDING CONTRIBUTION

- For outstanding contribution to film, television or games

3. BREAKTHROUGH AWARD

- This category is free to enter
- Presented to a genuinely new practitioner in any part of the production process; either a student or emerging professional working in the relevant field for the first time
- The award is designed to recognise those who have made a significant impact in programmes/films/games that have been broadcast/screened/released between 1 April 2018 and 31 March 2019 (and meet the full entry criteria and rules applicable to all programme/film/games entries included in these Rules and Guidelines)
- **Nominees for the British Academy Cymru Awards Breakthrough Award will automatically be considered for the BAFTA Breakthrough Brits initiative subject to nominees meeting the Breakthrough Brits eligibility criteria.**
- BAFTA will support each selected Breakthrough Brit by working with them to provide a tailored year of support, mentoring and career development. In addition, successful Breakthrough Brits become BAFTA members and receive a year's free access to BAFTA events, screenings and to the member's space in London.
- An entry might comprise one piece of work or a number of productions, each of which must have been transmitted/released during the eligibility period and demonstrate strong production values
- Individuals working in the area of interactive media development are also eligible. **Entries must be for interactive projects relating to a television programme broadcast by a UK based terrestrial or multi-platform broadcaster and the individual must fit the Welsh criteria.** These projects can be on any platform, including web, mobile and red button. Individuals should have worked on the design, technical or back-end development of the project.
- Entry can be made by producers, directors or the person responsible for a production relative to the nominated practitioner. **Entrants can also 'self-nominate'**
- Entrants must not have been previously submitted in this category
- A CV, supporting statement of up to 2,000 characters and a viewing copy of the relevant production/s will need to be uploaded to the entry site. The statement must be based on the individuals work **and not contain personal information**
- It is important to specify why the person should be considered for this award
- The written applications and viewing material will be evaluated by a jury of experts who will decide the nominations (four or three) and winner

PRODUCTION CATEGORIES

4. FEATURE / TELEVISION FILM

- Be feature-length (with a running time exceeding 70 minutes) and either:
- Be exhibited publicly to a paying audience within a commercial cinema in the UK for no fewer than seven days (not including festival screenings). These need not be consecutive days, nor at the same venue
- Been screened at a qualifying festival between **1 April 2018 and 31 March 2019**. (A list of approved festivals can be found in Appendix 1 of this document)
- Been broadcast as per the programme rules above and meet the criteria on page 5

Films that do not meet the Welsh criteria (page 5) but have a significant Welsh component may be able to enter. Please contact Rebecca Hardy (Details on contacts page) should you wish to enter a film which does not meet the Welsh criteria. The BAFTA Cymru Management Committee are the arbiters on film entries.

5. TELEVISION DRAMA

- For a single drama or an episode of a series, serial or continuing drama, with a minimum running time of 25 minutes
- Single dramas over 70 minutes in duration should be entered into the Feature/Television Film Category

6. NEWS AND CURRENT AFFAIRS

- For an individual news programme in its entirety **or** for a one-off programme or a specified individual programme in a series **or** a strand primarily concerned with unfolding events **or** up to an hour of rolling news coverage of a specific event, shot in studio or on location
- For an individual current affairs programme in its entirety **or** for a one-off programme **or** a specified individual programme in a series demonstrating original journalism of the highest order, aiming to provide revelation, fresh insight and analysis

7. FACTUAL SERIES

- For a series of factual programmes linked through a unified approach, narrative or the thematic development of a subject matter
- Includes documentaries, specialist arts, science and history programmes, cookery, gardening, lifestyle, studio discussions and factual entertainment programmes
- Only one episode of the series may be entered

8. SINGLE DOCUMENTARY

- Presented in the Honour of Gwyn Alf Williams
- For one-off documentaries only.
- Includes theatrically released feature documentaries or those screened at the BAFTA Cymru qualifying festival (see Appendix 1) and individual stand alone episodes of factual or documentary strands
- Single documentaries are not eligible to enter both the Single Documentary category and the Feature/Television Film Category

9. ENTERTAINMENT PROGRAMME

- For a one-off programme **or** a specified programme in a series shot in studio or on location
- This can include studio based music programmes, general entertainment shows, variety shows, game shows, cultural events, quizzes, panel games, sports review programmes, chat shows stand up comedy, sketch comedy and sitcoms
- Comedy drama are excluded and should be entered in the Television Drama category

10. CHILDREN'S PROGRAMME

- For a one-off programme or a specified programme in a series specifically designed for audiences under the age of 16.

11. SHORT FILM

- For short films including animation of up to 40 minutes in length
- Student entries are permitted in this category
- Entries that are part of a children's series, other television programme/series, feature film or music promotional video are not eligible
- Either screened at a qualifying festival between **1 April 2018 and 31 March 2019** or broadcast in the UK between **1 April 2018 and 31 March 2019** on terrestrial, cable, satellite or digital channels, including web based broadcasters who commission content (e.g. Netflix)
- Short film entries in the Welsh language must be subtitled at point of entry
- Broadcasted single dramas are not eligible to enter the Short Form category

12. GAME

- For the best game of the year, across all genres and platforms.

CRAFT CATEGORIES

13. SPECIAL AND VISUAL EFFECTS

This award is for special and visual effects and recognises achievement in these crafts.

Colourists may be considered in this category.

Candidates for nomination

Eligibility is limited to those individuals with primary creative responsibility for the effects achieved within the production.

- The proposed candidate put forward should be responsible for the most significant and outstanding effects within the programme, generally the visual effects supervisors, and/or special effects supervisors
- The programme's producer(s) and senior special and visual effects supervisor(s) must be fully consulted in the process of selecting those who should be credited
- VFX and SFX producers, coordinators and executives are not normally eligible unless it can be shown that they are also directly and creatively responsible for the effects achieved
- The full episode must be submitted as broadcast including the title sequence. Time codes relating to the visual / special effect should also be provided

Additional material

- A supporting statement (no more than 4000 characters including spaces) about the effects achieved within the production. This statement should explain how the key elements of the production were achieved and should be a fair reflection of the production's special / visual effects where applicable
- A short reel may be submitted for circulation to all voters. This reel should demonstrate how key scenes/effects included within the broadcast of the production were achieved and it should be a fair reflection of all the effects input into the production. The reel may last a maximum of five minutes; 'before and after' footage may be included, there should be no voiceover or talking heads, but factual captions may be used. This reel should be submitted via <http://entry.bafta.org> by the entry deadline. The reel may be representative of the entire series. Where appropriate, different reels may be accepted to represent different craft areas, however the combined maximum should be five minutes

14. COSTUME DESIGN

- For period or contemporary design in any film or programme which contains a significant amount of original design

Additional material

The entrant must submit the following;

- A PDF document (no larger than 30MB) containing sketches, designs, ideas, photographs relating to the costume designs. It is the entrant's responsibility to submit materials which they feel best support their entry

The above material should match that of the programme / film submitted

15. EDITING

- For a factual or fiction film, one-off programme or a specified programme in a series

16. DIRECTOR: FICTION

- For a film or television drama

17. DIRECTOR: FACTUAL

- For any film or programme eligible for the single documentary, feature/television Film or factual series category

18. PHOTOGRAPHY AND LIGHTING: FICTION

- For original lighting on location or in studio in any genre (excluding camera operation)

19. PHOTOGRAPHY: FACTUAL

- Any single camera work in the factual, entertainment and other non-drama genres in a documentary feature, one off programme or a specified programme in a series
- The programme should consist mainly of material shot specifically for the programme
- Where more than one person has been involved in the photography, the producer or person responsible must stipulate which cameraperson is entered and indicate those specific parts of the programme that illustrate the entrant's work

20. PRODUCTION DESIGN

- For any film or programme which contains a significant amount of eligible design within its transmission period

Additional material

The entrant must submit the following;

- A PDF document (no larger than 30MB) containing sketches, designs, ideas, photographs relating to the production designs. It is the entrant's responsibility to submit materials which they feel best support their entry
- The above material should match that of the programme / film submitted

21. MAKE UP AND HAIR

- For period or contemporary design in any film or programme which contains a significant amount of original design

Additional material

The entrant must submit the following;

- A PDF document (no larger than 30MB) containing sketches, designs, ideas, photographs relating to the make up and hair designs. It is the entrant's responsibility to submit materials which they feel best support their entry
- The above material should match that of the programme/film submitted

22. ORIGINAL MUSIC

- For original composition written specifically for a film, programme or game in any genre
- A programme/game will be eligible if more than 50% of its music is original composition created specifically for it
- Original songs may contribute to the total amount of original composition

Candidates for nomination

- Eligibility is limited to the composer(s) of the original score, responsible for the conception and execution of the work as a whole
- Where the composer created less than 50% of the original music, additional contributors may be considered
- A non welsh composer may enter providing their contribution took place in Wales on a welsh Production

Additional material

- Cue sheets should be provided for all programmes entered for this award, marked up to indicate which cues were originally composed for the programme and which were not
- A PDF document may be submitted for Games entry in replacement of a cue sheet which outlines the original music used throughout the game including it's duration and lists any music which was not originally composed
- Game entrants must upload a video containing actual game play footage which contains the original music

The above material should match that of the programme/film/game submitted.

23. SOUND

- For a film, one-off programme or a specified programme in a series
- Where more than one person has been involved in the sound (e.g. in post production) it should be indicated whether an individual or a team (up to a maximum of three people) is being entered
- If the entry is for an individual then the producer or person responsible must stipulate which sound person is entered and indicate those specific parts of the programme that illustrate the entrant's work

Additional material

The following must be submitted;

- A supporting statement (no more than 4000 characters including spaces). This should detail the work involved and highlight original work for a returning series

The above material should match that of the programme / film submitted

24. WRITER

- For fiction writing in any genre in a one off film or programme, or a specified programme in a series

PERFORMANCE CATEGORIES

25. ACTOR

- For film or television drama
- Please indicate on the online entry form the name of the character played by the performer
- As with all categories, only the episode entered will be considered it must therefore best reflect the work of the actor

26. ACTRESS

- For film or television drama
- Please indicate on the online entry form the name of the character played by the performer
- As with all categories, only the episode entered will be considered it must therefore best reflect the work of the actress

27. PRESENTER

- Entries should be for a presenter's work for a specific programme (not a body of work)

Candidate for nomination

Presenters may be listed together as one entry if they always work as presenting partners on a particular show/programme; the final judgement will be made by BAFTA Cymru.

As with all categories, only 1 award will be awarded. If a presenting duo wins they are able to purchase an additional award.

**Where the minimum number of entries in any category is not reached, BAFTA Cymru, at its discretion, may choose not to present any of the above awards at the British Academy Cymru Awards ceremony, or announce fewer nominations in any category.
THE BAFTA CYMRU MANAGEMENT COMMITTEE IS THE ARBITER OF ALL CATEGORY ELIGIBILITY**

D. VOTING PROCESS

The two Special Awards in the gift of the Academy are not open to voting by members at any stage. The majority of categories are decided by Voting Members of BAFTA Cymru and then by juries.

The results of the membership vote, combined with any broadcaster entries will form the short list which will go forward for jury consideration. These specialist juries will decide which entries become the three/four nominations and the winners in each category.

Please note, categories receiving between 8 - 11 entries, the Short Film Category, Breakthrough Award and Game category will not be subject to the Membership Voting stage and all entries will be considered by the jury.

Prior to the first round of voting, all Voting Members are informed of voting rules and must vote or register their abstention. They may vote for up to six programmes/films/individuals per category but may register their abstention from any category where they feel unqualified to vote. The top six go forward for jury consideration.

Voting is conducted online and all voting is authenticated by BAFTA's appointed scrutineers.

Broadcaster Entries

After the membership vote each broadcaster has the opportunity to enter an additional programme per category, per channel. Broadcasters are invited to enter from **31 May 2019**.

A broadcaster may only choose to enter an additional programme which has already been entered into the membership vote. A new entry may not be submitted at this stage unless under exceptional circumstances. For further information on entering please contact Rebecca Hardy, Awards Manager (see Contact List).

Juries

The top six entries, as voted for by the membership, are compiled with the broadcaster entries to form the jury shortlist. The juries then decide on the three/four nominations and overall winner in each category.

Each jury comprises of five industry practitioners across a range of broadcasters and independent companies without conflict of interest. Members of the BAFTA Cymru Management Committee will chair each of the Juries. The jury process is authenticated by BAFTA's appointed scrutineers.

All decisions made by BAFTA Cymru and its juries are final and no correspondence will be entered into as to why particular entries were or were not nominated

E. LONGLIST, NOMINATIONS AND WINNERS

- The long list and nominations for each category will always be listed in alphabetical order
- Nominations will be announced approximately five weeks before the ceremony
- The nominees and subsequent winners' press release is the definitive source of award nominees and winners' information
- Only one British Academy Cymru Award will be given for each award category
- The British Academy Cymru Award or logo may not be reproduced or used in any commercial manner unless prior permission has been obtained from BAFTA Cymru
- The British Academy Cymru Award remains the property of the British Academy of Film and Television Arts Wales and is to remain in the care of the recipient or his/her descendants. Should the Award leave the care of the recipient or his/her descendants, the Academy reserves the right to purchase the British Academy Cymru Award back for a fee of £1. The Award must not be sold on to any third party
- If award winners are not present at the ceremony the citation reader will accept the award on their behalf. No other representative may collect the award or make an acceptance speech on their behalf
- Award winners unable to collect their Award(s) on the night of the ceremony must arrange collection from BAFTA Cymru within 12 months of the ceremony
- Certain companies directly involved with the winning programme/film/game in certain categories could be eligible to purchase an additional award. Only companies listed at the point of entry can be considered for an award

F. CLIP USAGE – NOMINATED CONTENT

An important part of BAFTA's charitable remit is to promote excellence to as large an audience as possible. BAFTA Cymru will show clips of nominated productions/games at the awards ceremony and these clips may form part of its television and/or online broadcast. In the event of your entry being nominated for a British Academy Cymru Award, we may intend to make clips of the nominated productions available to the public in accordance with the following terms:

- 1. By entering your production/game for consideration by BAFTA, you hereby grant BAFTA and persons authorised by BAFTA the non-exclusive right to record, copy, reproduce, broadcast, transmit, communicate to the public, cut and edit material from your programme in connection with the production, exploitation, promotion and/or advertising of the British Academy Cymru Awards Programme, for television broadcast and on all forms of internet distribution worldwide including but not limited to our sponsors websites and the BAFTA websites: www.bafta.org, www.youtube.com/BAFTAonline and <http://guru.bafta.org> for worldwide streaming for a period of (2) two years from the date of the British Academy Cymru Awards and across all forms of television, including VoD and non-theatrical, worldwide for a period of (2) two years from the date of the British Academy Cymru Awards**
- 2. You warrant that you are entitled to grant to us the rights referred to above in paragraph 1 and that the exercise of such rights will not (a) infringe the copyright or any other personal or property rights of any person or be in breach of any statute or regulation or (b) entitle any person to claim any payment from BAFTA or from any BAFTA licensees. You warrant that any persons appearing in your programme have given their consents to enable us to make and exploit the British Academy Cymru Awards Programme in accordance with the above and as set out in paragraph 1**
- 3. You agree that you will not make any claim against BAFTA or our assigns for any remuneration in respect of the exploitation of the rights set out in paragraph 1**

G. BAFTA LOGOS

- You may use the BAFTA Cymru logo online, in print and in broadcast once you have received a nomination and signed a BAFTA Cymru permission agreement. All requests for logos should be made via www.bafta.org/media-centre/logos
- The official event logo must be used; use of the mask alone is not permitted
- A summary of guidelines for use:
 - The logo cannot be cropped or altered in any way
 - An exclusion zone (half the height of the BAFTA mask and all the way around the logo) must be observed
 - Example artwork featuring the logo must be supplied for final approval and permission by BAFTA. Please contact Rebecca Hardy, Awards Manager (see contact list)
 - The positive inversion of the mask must be used on light coloured backgrounds; the negative on dark

H. PIRACY

- The Academy takes a very serious view of piracy and will work with broadcasters and production companies to help prevent it
- All BAFTA voting members sign up to a code of conduct setting out their responsibilities regarding piracy. This code is available upon request from Timothy Hughes (see Contact List)

I. CONTACT LIST

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J. Appendix 1 – BAFTA Cymru Qualifying Festivals 2019

All films submitted for the film categories must have been either screened at one of the Academy's qualifying festivals or have had a theatrical release (for at least seven days) between 1 April 2018 - 31 March 2019.

If your film has been screened at a festival that is not included on this list, it may still be accepted at the discretion of the BAFTA Cymru Committee. For more information, please call 02920 223 898 or email maxined@bafta.org

AFI Docs Film Festival (formerly Silverdocs)	June	www.afi.com/afidocs
Abertoir: The National Horror Festival of Wales	November	www.abertoir.co.uk
Angers Premiers Plans	January	www.premiersplans.org
Aspen Shortsfest	April	www.aspenfilm.org
Berlin International Film Festival	February	www.berlinale.de
BFI London Film Festival	October	www.lff.org.uk
Brest European Short Film Festival	November	www.filmcourt.fr
British Independent Film Awards – film nominated	December	www.bifa.org.uk
Bilbao Intl Documentary and Short Film Festival	November	www.zinebi.com
Cambridge Film Festival	September	www.cambridgefilmfestival.org.uk
Cannes International Film Festival	May	www.festival-cannes.com/en
Carmarthen Bay Film Festival	May	www.carmarthenbayfilmfestival.co.uk
Celtic Media Festival	April	www.celticmediafestival.co.uk
Chapter Movie Maker	All Year	http://chaptermoviemaker.blogspot.co.uk
Chicago International Film Festival	October	www.chicagofilmfestival.com
Clermont-Ferrand International Short Film Festival	February	www.clermont-filmfest.com
Cork International Film Festival	November	www.corkfilmfest.org
Curtacinema - Rio de Janeiro International Short Film Festival	November	www.curtacinema.com.br
Edinburgh International Film Festival	June	www.edfilmfest.org.uk
Encounters International Short Film Festival	September	www.encounters-festival.org.uk
Flanders International Film Festival	October	https://www.filmfestival.be/en
Flickerfest International Australian Short Film Festival	January	www.flickerfest.com.au
Foyle Film Festival	November	www.foylefilmfestival.org
Ffresh Student Moving Image Festival of Wales	February	www.ffresh.com
Gothenburg International Film Festival	February	www.giff.se
Hamburg International Short Film Festival	June	http://festival.shortfilm.com
Hot Docs	April/May	www.hotdocs.ca
IDFA (International Documentary Film Festival Amsterdam)	Nov/Dec	www.idfa.nl
IFFR (International Film Festival Rotterdam)	January/February	www.filmfestivalrotterdam.com
Iris Prize Festival	October	www.irisprize.org
Leeds International Film Festival	November	www.leedsfilm.com
Locarno Film Festival	August	www.pardo.ch
London International Documentary Festival	May/June	www.lidf.co.uk
London Short Film Festival	January	http://shortfilms.org.uk

Los Angeles International Short Film Festival	July	www.lashortsfest.com
Melbourne International Film Festival	July/August	www.melbournefilmfestival.com.au
Oberhausen International Short Film Festival	May	www.kurzfilmtage.de
Palm Springs International ShortFest	June	www.psfilmfest.org
Raindance Film Festival	October	www.raindance.co.uk
São Paulo International Film Festival	October	www.mostra.org
Sheffield Doc/Fest	June	www.sheffdocfest.com
Slamdance	January	www.slamdance.com
Stockholm International Film Festival	November	www.stockholmfilmfestival.se
Sundance Film Festival	January	www.sundance.org/festival
SXSW Short Film Program	March	http://sxsw.com/film/film_awards
Sydney Film Festival	June	http://www.sff.org.au/
Tampere International Short Film Festival	March	www.tamperefilmfestival.fi
Toronto Worldwide Short Film Festival	June	http://www.tisff.net/
Tribeca Film Festival	April/May	www.tribecafilm.com/festival
Uppsala International Short Film Festival	October	www.shortfilmfestival.com
Venice Film Festival	September	www.labiennale.org/en/cinema
Wales One World Film Festival	March	www.wowfilmfestival.com