

British Short Film and British Short Animation

Rules and Guidelines 2019/20

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A. INTRODUCTION

The British Academy Film Awards are presented annually to recognise, honour and reward individuals for outstanding achievement in film.

These rules and guidelines only apply to the two short film awards, British Short Film and British Short Animation. Rules and guidelines for the feature categories are [available separately](#).

B. TIMETABLE

2019	
Tuesday 1 October	British Short Animation - deadline for submission of entry forms, supporting information and upload of films to BAFTA Entry Site at 12:00 British Short Film - deadline for submission of entry forms, supporting information and upload of films that have qualified between 1 June 2018 and 1 October 2019, and films applying for a festival exemption, to BAFTA Entry Site at 12:00
Tuesday 22 October	Deadline for submission of entry forms, supporting information and upload of films that have qualified between 2 October and 22 October 2019 to BAFTA Entry Site at 12:00 <i>Entries should have been submitted to the BFI for consideration against their Diversity Standards by this date at the latest</i>
Thursday 14 November	Longlisted British Short Film entrants notified
Friday 15 November	Longlisted British Short Animation entrants notified
Friday 22 November	Deadline for receipt of screening materials for longlisted films in both categories [see ENTRY]
2020	
Tuesday 7 January	<u>Nominations announcement</u> Opt-in chapter vote for winner in both categories opens
Wednesday 29 January	Opt-in chapter vote for winner in both categories closes
Sunday 2 February	EE British Academy Film Awards

C. ELIGIBILITY

The short film categories are open to films which 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).

Film must have British individuals credited in the majority of the following areas:

- Director(s)
- Producer(s)
- Writer(s) (if applicable)
- Majority of other Heads of Department/key creative roles
- Majority of key cast (live action fiction films only)

If none of the candidates for nomination (Writer, Director or Producer) are British the film will only be eligible in exceptional circumstances.

Films must have been completed between 1 June 2018 and 22 October 2019. No exceptions will be made.

The maximum running time, including end credits, is 40 minutes.

Films may be fiction or non-fiction.

Films must be able to be viewed theatrically.

Films in a language other than English must be submitted with English subtitles.

Entries that are part of a feature film, a music promotional video or an advertisement are not eligible.

Previously entered films are not eligible.

British Short Animation

Any animation meeting the eligibility criteria above may be entered into British Short Animation. Animations do not need to screen at a qualifying festival.

British Short Film – qualifying festivals requirement

Films entered into the British Short Film category must qualify via BAFTA's qualifying festivals [see [QUALIFYING FESTIVAL LIST](#)]. The festivals are split into two sections; to qualify, films need to have been accepted into at least one festival from Section A OR at least two festivals from Section B.

Films can enter if the qualifying festival screening has not taken place at the point of the entry deadline, as long as entrants can provide proof of acceptance to the qualifying festival.

Films should be submitted in the first eligibility period in which they qualify.

If your film has screened at a number of festivals not included on this list, it may still be accepted at the discretion of BAFTA's Film Committee. If you wish to apply for a festival exemption, please contact awards@bafta.org before entering, detailing the festivals your film has been accepted into.

Diversity Standards

All shorts entered in the British Short Film and British Short Animation categories must also submit a BFI Diversity Standards assessment form. There is no entry requirement that the short meet or pass the standards.

BAFTA and BFI are looking for British shorts to meet the spirit of the Diversity Standards, and to do as much as they can within the cast, crew size and budget they have. With BFI, BAFTA will be tracking how British short-filmmakers are engaging with the Diversity Standards.

BAFTA's intention is to encourage better representation and increased inclusivity across the British industry, rather than to exclude any films or filmmakers from the awards.

The BFI Diversity Standards Shorts criteria are [here](#). To submit your film for consideration, please [complete this online form](#).

For more information about the BFI Diversity Standards, go to <http://www.bfi.org.uk/about-bfi/policy-strategy/diversity/diversity-standards>. If you have any questions, please contact julia.brown@bfi.org.uk.

Final decisions on eligibility rest with BAFTA's Film Committee or its representatives

D. OTHER BAFTA AWARDS CEREMONIES

BAFTA also presents awards for television (the Virgin Media British Academy Television Awards and the British Academy Television Craft Awards), for games (the British Academy Games Awards) and awards for work made for children (the British Academy Children's Awards).

Television

Dramas, documentaries and animations with running times of between 3 minutes and 20 minutes may be eligible for both the Short film categories of the EE British Academy Film Awards and the Short Form Programme category of the Virgin Media British Academy Television Awards, but cannot be entered for both. In this case, the first exhibition (anywhere in the world) will be used to define which awards the work should be entered into: films that have been first shown at a film festival should be entered into the Film Awards, programmes that were first shown on television or an online broadcast platform should be entered into the Television Awards. Content which originates from a broadcaster will generally be expected to be entered into the Television Awards regardless of its first exhibition. If this applies to your film please contact awards@bafta.org with details of the commissioning process to determine eligibility.

Animated short films first shown on television or an online broadcast platform may be accepted for entry for the Film Awards if they have been screened at either a recognised animation festival or a film institution. If this applies to your film, please contact awards@bafta.org with details of the screening/s to determine eligibility.

Children's

Live action short work that is eligible for the British Academy Children's Awards should be entered for the appropriate category in those awards, rather than the British Short Film category.

Animations that are intended for children can be entered for both the British Short Animation category and any relevant eligible categories for the Children's Awards.

E. RIGHTS CLEARANCE

BAFTA aims to create a packaged programme of the eight nominated short films that will be screened in London after the 2020 nominations, and then tour film festivals, both in the UK and internationally.

Upon entry, entrants will be asked to confirm that all necessary rights (including but not limited to music (copyright, master and sync), original source material and performance) are cleared for festival screenings (or clearable within a two-week period in the event of being longlisted).

Entrants will be asked to confirm that all rights have been cleared/available at longlist stage, and to provide any evidence BAFTA reasonably requires to confirm that such rights are cleared/available.

If an entrant foresees a potential issue with granting limited theatrical rights, please contact awards@bafta.org before entering.

F. ENTRY

Films may be entered by companies or individuals with a direct association to the film who can give the necessary permissions ('entrant').

Entry for British Short Film and British Short Animation is via completion of an entry form on the BAFTA Awards Entry Site (<https://entry.bafta.org>).

As part of the entry form, the following information must be provided:

- Film title
- Synopsis
- Logline
- Running time
- Film completion date
- First public exhibition details
- Genre
- Festival screening details
- Writer, director and producer details (including nationality and country of residence)
- Key crew and cast details (including nationality)
- Production details (production company information and where key elements of the production took place)

In addition, the following materials must be uploaded:

- The film as a video file [see [TECHNICAL SPECIFICATION](#)]
- A copy of all credits given on-screen in the film's opening and closing credit rollers and/or cards (in Excel or pdf format)
- A music cue sheet (a template is available at <https://awards.bafta.org/entry>)
- Three high resolution production stills for use in the brochure and online if nominated (optional)
- For British Short Film only: proof of acceptance or screening at the requisite number of BAFTA's qualifying festivals [see [QUALIFYING FESTIVALS LIST](#)]
- For British Short Animation entries first shown on television only: proof of acceptance or screening at a recognised animation festival or film institution

Entry forms must be completed in full and received, along with all supporting materials by the relevant deadline: Tuesday 1 October, 12:00 for films that have qualified between 1 June 2018 and 1 October 2019, and Tuesday 22 October, 12:00, for films that have qualified between 2 October and 22 October

2019. If the form is not completed in full, BAFTA cannot guarantee the accuracy of credits listed for voting or nomination, or that a film will be accepted as eligible.

Final, exhibited on-screen credits are used to determine the eligibility of candidates for nomination and should be referred to when completing the entry form.

On entering a film, entrants must declare any potential rights problems which (if nominated) might preclude clips from the film being used as part of the Awards broadcast, or from the whole film being screened.

Films withdrawn after the final entry deadline (Tuesday 22 October) cannot be entered in any subsequent year.

BAFTA accepts no responsibility for entrants missing deadlines or for films being entered into incorrect categories and is not liable for errors in listings that are the result of incorrect information being submitted on the entry form

G. SCREENING MATERIALS FOR LONGLISTED ENTRIES

Entrants whose films are longlisted will be contacted by BAFTA on Thursday 14 November (British Short Film) and Friday 15 November (British Short Animation) asked to submit the following by Friday 22 November:

- A Digital Cinema Package (DCP) of the film for the jury to view theatrically
- A QuickTime ProRes version of the film

No festival or award information, e.g. laurels, should be included in either file.

For British Short Film entries: the DCP and ProRes file must be identical in content to the film screened at the qualifying festival.

Where entrants provide material copies, screening materials will remain at BAFTA until the judging process is complete, and will be available for collection after the nominations announcement on Wednesday 7 January 2020. Entrants must arrange collection of their screening materials from BAFTA within 6 months, or they will be disposed of.

H. VOTING

The longlist for the British Short Film category is decided by a longlisting group, which any BAFTA film voter can opt in to. The nominations for British Short Film are decided by a jury.

The longlist and nominations for the British Short Animation category are decided by a jury.

Winners for both categories are decided by the Shorts chapter; any BAFTA film voter can opt in to the chapter.

The films will be made available on BAFTA's viewing and voting site for BAFTA members and jurors to view (via stream or download). By submitting a film, the filmmaker agrees that BAFTA has the right to make the film available to BAFTA members and jurors (for voting purposes only).

No campaigning of any kind is permitted in either short film category.

I. NOMINATIONS AND WINNERS

Five films will be nominated for British Short Film and three for British Short Animation. BAFTA may choose not to present either award or to present fewer nominations.

A maximum of four individuals may be credited as candidates for nomination (the individual nominees if the film is nominated). Eligibility for candidates for nomination is limited to the director(s), writer(s) and producer(s); if there are more than four people credited in these roles, the individuals with the greatest creative contribution should be listed.

The nominations for each category will always be listed in alphabetical order by film title. The winners' press release and list is the definitive source of award winners' information.

All individual named nominees will receive a certificate of nomination. All individuals named as award winners will receive a BAFTA award and a winner's certificate.

The award may not be reproduced or used in any commercial manner unless prior permission has been obtained from BAFTA. The BAFTA award remains the property of the British Academy of Film and Television Arts, 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, BAFTA reserves the right to purchase the mask back for a fee of £1. The award must not be sold on to any third party.

Award winners unable to collect their BAFTA award(s) on the night of the ceremony must arrange collection from BAFTA within 12 months of the ceremony.

BAFTA does not issue replicas of the award; in light of this fact, production companies of winning films may purchase a duplicate winner certificate so that they can have a record of their involvement in a winning film.

Only films that receive nominations or win may refer to BAFTA in advertising and publicity materials. For example, a film/filmmaker that is longlisted **may not** refer to themselves as "longlisted for a BAFTA Award".

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

J. CLIP USAGE

Clips from nominated films will be shown at the EE British Academy Film Awards ceremony and these clips may form part of the television and online broadcast of the ceremony in the UK and around the world.

BAFTA commits that it will not select any clip which could be construed as a 'spoiler' for any viewer who has not yet seen the film, but otherwise requires the freedom to select suitable clips to illustrate the craft of the individual nominated and to complement the clips selected for the other nominated films/individuals.

Part of BAFTA's charitable remit is to promote excellence to as large an audience as possible. In order to fulfil this, BAFTA intends to make clips of the nominated films available to the public on BAFTA's websites and social media channels.

BAFTA will send the entrant a clip licence to sign to confirm which clips are to be used and where.

By entering a film for consideration, the film's owners are deemed to have conveyed to BAFTA the right to choose excerpts from the film at BAFTA's sole discretion for incorporation into the worldwide television broadcast of the ceremony and on the BAFTA websites and associated websites (including, but not limited to, www.bafta.org, www.youtube.com/BAFTAonline, www.guru.bafta.org, www.facebook.com/BAFTA, @BAFTA and @BAFTAGuru, and other related BAFTA Twitter channels) for non-commercial purposes in the context of the Awards for one year from February 2020.

Upon entering a film via <https://entry.bafta.org/> for EE British Academy Film Awards consideration, the entrant will be asked to confirm the following:

- That he/she has the authority, on behalf of the film and filmmakers, to agree to grant the above licence;
- That he/she agrees to grant the above licence.

If you foresee any problems with the granting of this license, please contact awards@bafta.org before entering the film.

K. BAFTA LOGOS

All requests for logos should be made via www.bafta.org/media-centre/logos.

Entrants may use the 'EE British Academy Film Awards', 'BAFTA Nominee' or 'BAFTA Winner' logos online, in print and in broadcasts only once a film has been nominated for or won an award.

Logos are available from BAFTA before the nominations announcement for advance artwork preparation, but may only be used if the film receives a nomination or wins an award.

Cropping or altering the artwork in any way is prohibited.

Each instance of logo use must be approved by BAFTA, with proofs of the logos in situ provided via www.bafta.org/media-centre/logos.

L. CONTACT

<p>Imogen Faris Film & Television Officer Tel: +44 (0)20 7292 5840 / awards@bafta.org</p>	<p>General enquiries, including entry and rules</p>
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M. APPENDIX A - QUALIFYING FESTIVALS LIST

All films submitted into the British Short Film category must have been accepted into:

- At least one festival from Section A or;
- At least two festivals from Section B

If your film has been screened at a number of festivals not included on this list, it may still be accepted at the discretion of BAFTA's Film Committee. If you wish to apply for a festival exemption, please contact awards@bafta.org before entering, detailing the festivals your film has screened at.

Section A

AFI Docs Film Festival	Jun	www.afi.com/afidocs
Angers Premiers Plans	Jan	www.premiersplans.org
BAFTA Cymru – film nominated	Oct	http://bafta.org/wales
BAFTA Scotland – film nominated	Nov	http://bafta.org/scotland
Berlin International Film Festival	Feb	www.berlinale.de
BFI London Film Festival	Oct	www.bfi.org.uk/lff
British Independent Film Awards – film nominated	Dec	www.bifa.org.uk
Cannes Film Festival (excluding Short Film Corner)	May	www.festival-cannes.org
Chicago International Film Festival	Oct	www.chicagofilmfestival.com
Clermont-Ferrand International Short Film Festival	Jan - Feb	www.clermont-filmfest.com
Cork International Film Festival	Nov	www.corkfilmfest.org
CPH: DOX	Mar	https://cphdox.dk/en/
DOK Leipzig (International Leipzig Documentary and Animated Film Festival)	Oct - Nov	https://www.dok-leipzig.de/en/home
Edinburgh International Film Festival	June	www.edfilmfest.org.uk
Foyle Film Festival	Nov	www.foylefilmfestival.org
Frameline Film Festival	Jun	https://www.frameline.org/
Hot Docs Festival (Canadian International Documentary Festival)	Apr - May	www.hotdocs.ca
IDFA (International Documentary Film Festival Amsterdam)	Nov - Dec	www.idfa.nl
IFFR (International Film Festival Rotterdam)	Jan - Feb	https://iffr.com/en
Iris Prize Best British Short Film nominee	Oct	www.irisprize.org
Leeds International Film Festival	Nov	www.leedsfilm.com
Locarno Film Festival	Aug	www.pardo.ch
Melbourne International Film Festival	Aug	http://miff.com.au
Molodist International Film Festival	May - Jun	https://molodist.com/
Open City Documentary Festival	Sep	https://opencitylondon.com/
Sheffield Doc/Fest	June	www.sheffdocfest.com
Slamdance	Jan	www.slamdance.com
Sundance Film Festival	Jan - Feb	www.sundance.org/festival
SXSW Film Festival	Mar	https://www.sxsw.com/festivals/fil
Sydney Film Festival	Jun	http://sff.org.au
Telluride Film Festival	Aug - Sep	www.telluridefilmfestival.org
Toronto International Film Festival	Sep	https://www.tiff.net/tiff/
Tribeca Film Festival	Apr	www.tribecafilm.com/festival
Venice Film Festival	Sep - Oct	www.labiennale.org/en/cinema
Visions Du Réel	Apr - May	https://www.visionsdureel.ch/en

Section B

Aesthetica Short Film Festival	Nov	www.asff.co.uk
Aspen Shortsfest	Mar - Apr	www.aspenfilm.org
Belfast Film Festival	Apr	https://belfastfilmfestival.org/
BFI Flare (London LGBTQ+ Film Festival)	Mar	www.bfi.org.uk/flare
Bilbao International Documentary and Short Film Festival	Nov	www.zinebi.com
Brest European Short Film Festival	Nov	www.filmcourt.fr
Cambridge Film Festival	Oct	www.cambridgefilmfestival.org.uk
Curtacinema - Rio de Janeiro International Short Film Festival	Oct - Nov	www.curtacinema.com.br
DokuFest (International Documentary and Short Film Festival)	Aug	https://dokufest.com/2019/
Encounters Short Film and Animation Festival	Sep	www.encounters-festival.org.uk
Flatpack Festival	May	https://flatpackfestival.org.uk/
Flickerfest International Australian Short Film Festival	Jan	www.flickerfest.com.au
Glasgow Short Film Festival	Mar	https://glasgowfilm.org/glasgow-
Go Short (Netherlands)	Apr	www.goshort.nl
Hamburg International Short Film Festival	Jun	http://festival.shortfilm.com
Hamptons International Film Festival	Oct	http://hamptonsfilmfest.org/
Krakow Short Film Festival	May - Jun	https://www.krakowfilmfestival.pl/
LA Shorts International Short Film Festival	Jul	www.lashortsfest.com
Leuven International Short Film Festival	Nov - Dec	www.kortfilmfestival.be
Loco London Comedy Film Festival	Jul	http://locofilmfestival.com/
London International Documentary Festival	Nov - Jun	www.lidf.co.uk
London Short Film Festival	Jan	http://shortfilms.org.uk
Norwich Film Festival	Nov	https://www.norwichfilmfestival.co
Oberhausen International Short Film Festival	May	www.kurzfilmtage.de
Oska Bright Film Festival	Oct	https://oskabright.org/
Palm Springs International ShortFest	Jun	www.psfilmfest.org
PÖFF Shorts (Black Nights Film Festival)	Nov	http://shorts.poff.ee
Raindance Film Festival	Sep	www.raindance.co.uk
Rhode Island International Film Festival	Aug	www.film-festival.org
Tampere International Short Film Festival	Mar	www.tamperefilmfestival.fi
UK Jewish Film Festival	Nov	http://ukjewishfilm.org/festival/21st
Underwire Festival (UK)	Sep	www.underwirefestival.com
Uppsala International Short Film Festival	Oct	www.shortfilmfestival.com
Vienna Shorts	May	https://www.viennashorts.com/nc
Winterthur International Short Film Festival	Nov	http://www.kurzfilmtage.ch

The qualifying festivals list is continually updated and may change without notice

N. APPENDIX B - TECHNICAL SPECIFICATION

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 below, however if your original best quality video is in another format, we would prefer to receive it with minimum encoding to preserve quality. Please upload your video(s) as soon as possible so any viewing issues can be resolved before entries close and contact awards@bafta.org if you have any other questions or problems with uploading.

	Preferred specification
File format	.mp4 / .mov
Audio codec	Stereoaudio
Bit rate	15 – 20 mbps (or as high as possible)
Aspect ratio	16:9
File size	Up to 10 gigabytes; (file sizes up to 90 gigabytes may be supported, but are not recommended for ease of upload and viewer streaming/downloading)

BAFTA accepts no liability for any file created to the wrong specification and is therefore not available to be streamed in the Viewing Portal or Voting System. 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