

# Sheffield Doc | Fest

## Sheffield Doc/Fest Arts Programme Entry Guidelines 2020/2021

### WELCOME

We are delighted to welcome entries for projects in non-fiction storytelling for consideration for Sheffield Doc/Fest's arts programme. We encourage entries from independent artists and collectives, established, emerging or new talent, and from distributors, media institutions and educational institutions from all around the world.

Below are the guidelines and terms for entry. We anticipate accepting a high number of entries this year so please read through this document carefully to ensure that your entry is eligible.

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### 1. ABOUT SHEFFIELD DOC/FEST

Sheffield Doc/Fest is an international film and arts festival and marketplace, with a mission to spark imaginations and empower our collective capacity for change through celebrating, championing and debating documentary film and art as a collective form of engagement. Through supporting and sharing non-fiction storytelling, Doc/Fest aims to provide a creative space for discovery, challenge and collaboration. As an internationalist and inclusive festival, we embody a commitment to equality and access for all our communities, bringing together established creatives, new voices, and our host city to shape and question stories of the world we live in.

We provide a space for artistic freedom and exchange, for exploration of the ways in which filmmakers, artists and the public may collectively create a fairer society, through the following programmes:

#### ARTISTIC PROGRAMME

- FILMS – Competitions and retrospective programmes from around the globe, giving multiple views on our times and on contemporary cinema.
- ARTS - A series of platforms for digital artworks, installations and performances, playing with non-fiction boundaries and expanding them.

#### INDUSTRY PROGRAMME

- MARKET - Marketplace and pitching opportunities.
- TALKS – Masterclasses, panel sessions and debates.
- TALENT - Training initiatives and workshops.
- NETWORKING - receptions and socials, for work, play and dance.

Sheffield Doc/Fest is run by International Documentary Festival Sheffield, an independent registered charity (no.1184849), whose purpose is to advance the art of film, education and training in documentary filmmaking. Our core values as a charity centre around creativity, empathy, freedom, inclusivity and internationalism.

In 2019, Doc/Fest welcomed over 28,000 general public admissions and 3,489 individual industry delegates from 59 countries to Sheffield. We look forward to welcoming you to our 28th edition from 4 June 2021 - both here in Sheffield and online, as we are making plans to create a hybrid festival which brings people together physically where possible, and safe, and virtually where not.

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#### **Arts Programme**

A space for experimentation in digital art practice, exploring narrative through research and bringing together varied forms and languages. Playing with non-fiction boundaries and expanding them.

The programme comprises a number of elements at the Festival including:

#### **Exhibition(s)**

A series of platforms, allowing for the discovery of a multiplicity of artists, artworks and practices in non-fiction from around the world, advocating for a critical and reflective space.

Previous group exhibition - [Subconscious Sensibilities](#), Site Gallery, 2019

### **Tour**

A number of artworks may also be selected to tour to partner venues across the UK as part of our annual exhibition tour, which takes place September-January each year. Previous venue-partners have included the Barbican in London, HOME in Manchester, Lighthouse in Brighton and the National Science and Media Museum in Bradford.

### **Summit**

A series of encounters and discussions bringing together artists, academia and the general public, in a dialogue between contemporary experience and artistic practice and research. If all art is political, let's talk about the politics of art.

### **Commission**

An annual grant for an artist or collective from anywhere in the world to create an artwork in non-fiction storytelling. The commission forms part of the exhibition and is considered for the exhibition tour(s), subject to curatorial selection.

### **Art Market**

The market is for discussing new projects and is open to all artistic practices of digital non-fiction narratives ranging from installation, audio and sound art, video art and expanded cinema, performance art, augmented reality, immersive virtual reality, 360° Video, Game, interactive documentary, AI, and motion comic. Selected artists collectives and creative teams will be connected with industry Decision Makers from funding bodies, NGOs, international festivals, galleries, production companies, broadcasters, distribution platforms for new media and tech companies.

## **2. ELIGIBILITY CRITERIA**

- Entries from artists, collectives, distributors, media and educational institutions worldwide are welcome;
- We welcome multiple entries. Each entry will require a separate application form and fee;
- It is the sole responsibility of the applicant to secure clearance from the copyright holders of any copyrighted materials included within the entered projects. Doc/Fest will not be held responsible for the unauthorised inclusion of any copyrighted materials within or related to the entered projects. Doc/Fest reserves the right to disqualify any project with any unauthorised inclusion or copyrighted materials;
- We do accept prototypes. If you would like to enter a prototype for consideration but intend to update the entry, please contact [arts@sheffdocfest.com](mailto:arts@sheffdocfest.com) to discuss this further;
- Due to the volume of entries received, Doc/Fest cannot offer feedback or individual comments for projects not included in the programme.

### 3. HOW TO ENTER

Projects can be entered through our online entry form on Eventival:

<https://vp.eventival.com/sheffdocfest/film-ar-2021>.

Your project will only be viewed **when the entry form is complete and the entry fee has been paid.**

Please note we are able to accept submitted projects on a variety of different platforms and refer to the 'Technical Guidelines' section below for guidance.

**If the online link, file transfer or password to your project changes, please notify [arts@sheffdocfest.com](mailto:arts@sheffdocfest.com) with the update.**

Please read the guidelines thoroughly before completing the online form.

### 4. PAYMENT AND ENTRY FEES:

**Early Deadline:** 6 November 2020, 23:59 GMT

Projects - £20 + VAT

**Standard Deadline:** 15 January 2021, 23:59 GMT

Projects - £25 + VAT

**Late Entries:** 1 March 2021, 12:00 Noon GMT

Projects - £35 + VAT

**The entry fee is non-refundable.**

By entering your project to a UK-based charity, you agree to the following:

- UK VAT is due on all entries made by individuals or businesses based in the UK, and on all international entries made by individuals.
- If you are a business based in an EU country, you do not need to pay UK VAT as this is a reverse charge supply.
- If you are a business based outside the EU, you do not need to pay UK VAT; however, you may be required to account for local VAT in your country.

Entry fees are paid online by credit or debit card only. We reserve the right to change the entry rates.

**Discounted Entries:**

- Student productions, art schools and tertiary institutions entering more than one project are eligible for a discount. We ask that a representative of the educational institution please contact [arts@sheffdocfest.com](mailto:arts@sheffdocfest.com) to request a group entry rate. Students are unable to negotiate entry discounts individually. Only graduate projects are accepted from an art school/university.
- Discounts are also available for [DAC listed ODA recipient countries](#). Artists must reside in a qualifying country and the billing address will be accepted as the country of eligibility. The terms of discounts are as follows:
  - 'Upper Middle Income Countries and Territories' will receive a 25% discount on the fee.
  - 'Lower Middle Income Countries and Territories' and 'Other Low Income Countries will receive a 50% discount on the fee.
  - Least Developed Countries will receive complete waivers for their film submissions.
- We are unable to offer retrospective discounts or reimbursements once an entry has been made.
- We are unable to offer multiple or combined discount rates.

## 5. SELECTION PROCESS

All projects are viewed by members of the Sheffield Doc/Fest Arts Programme team. Projects are selected by the Curator & Head of Arts Programme in consultation with the Festival Director. Projects selected are then curated into a wider hybrid group exhibition programme, both in physical and online form.

The primary contact listed in your entry form will be contacted about the status of your entry by **14 April 2021**. Due to the quantity of applications received, we are unable to offer individual feedback if your application is unsuccessful.

## 6. AWARDS

Sheffield Doc/Fest honours the best of our programme in several award categories. Please see the award categories and criteria below.

### **Arts Programme Jury Award**

This award honours the project that displays originality and the highest level of impact in its approach to narrative and form.

### **Arts Programme Audience Award**

Voted for by you, the visitors to the exhibition programme, this award recognises the project work that

receives the highest audience vote during the festival.

**Please note that depending on the progression of the COVID-19 virus, the award structure may change. Competitions will only take place in the event of a physical festival where the attendance of the juries can be guaranteed.**

## **7. PROJECT FORMATS**

Sheffield Doc/Fest welcomes proposals in the following mediums:

### **Installation**

We welcome multidisciplinary projects that have a digital component and are site-specific, designed to transform the perception of a space. Installations may contain the below formats of audio and sound art, video and performance art, virtual and augmented reality etc.

### **Audio / Sound Art**

We welcome narrative driven audio and sound art that aim to transform the space either with dialogue and/or ambient sound.

### **Video Art / Expanded Cinema**

We welcome video art (in a non-linear narrative) on either single or multiple channels in installation within an exhibition context. If you are seeking a screening of your moving image work in a cinema context then please complete a [Film Entry Form](#) for consideration for the film programme.

### **Performance Art**

We welcome performances presented to an audience that are interdisciplinary and utilise digital technologies.

### **Augmented Reality**

We welcome projects that present a live direct or indirect view of a physical, real-world environment whose elements are augmented (or supplemented) by computer-generated sensory input such as sound, video, graphics or GPS data.

### **Immersive Virtual Reality**

We welcome computer-generated simulations of immersive environments that can be interacted with in a seemingly real or physical way by a person using VR equipment, such as a head mounted display, controllers and sensors.

### **360° video**

We welcome 360° video experiences that can be viewed through mobile VR or standalone virtual reality

headsets.

### **AI**

We welcome projects that test the theory and development of computer systems able to perform tasks normally requiring human intelligence, such as visual perception, speech recognition, decision-making, and translation between languages.

### **Game**

We welcome choice-driven games, or interactive narratives that use game mechanics, providing you are unique artistic proposals and not mere technological displays.

### **Interactive Documentary**

We welcome cross-media and web/tablet-based experiences that use sensory components to interact with a narrative.

### **Motion Comic**

We welcome interactive comics or graphic novels that combine elements of the print with animation, typically combining interaction with individual panels that augment the original artwork.

**As a result of the COVID-19 pandemic, we are keeping the option for an online component of the festival indefinitely open. If your project is selected for the Arts programme, we will discuss this with you as required.**

## **8. TECHNICAL GUIDELINES**

Please note that we are only able to accept entries via Eventival on an online link/platform or via file transfer.

Please remember to provide a direct link to access your project. Please ensure the content is accessible to Sheffield Doc/Fest until 4 May 2021. You must have completed your online application form in order for Sheffield Doc/Fest to consider your entry.

### **Additional Key Entry Information**

#### **For those working in performance**

If your project is a performance, please enter documentation of the experience or a video to the direct intended project.

#### **For those working in immersive virtual reality**

If your project is virtual reality using a PC tethered device like the HTC Vive or Oculus Rift, please

include a link in your form to access an executable file and associated content folders along with a read-me document giving information on installation and computer requirements. If possible please also include a link to a video of the experience from a first-person viewpoint.

### **For those working in 360° video**

If your project is a 360° video virtual reality experience, please include a link to access a high quality video file or link to the film on an online 360° platform alongside a readme document giving any additional information about playback requirements. The file should be an MP4 (H.264 or H.265 container).

You may also include any links to your project online (audio / sound art, video art, game, etc...) and/or installation plans (on PDF) in the form, containing measurements and associated materials.

### **Online Platform**

1. Upload your content to an online platform and include the link in your entry form.
2. Please name your online content the same as the title of your project in your entry form.
3. Please ensure that when you fill in the entry form, you enter the direct link to your project.

### **File Transfer**

1. Please specify on the Entry form which File Transfer Service you are using, including the URL to access the project/experience. If the download link changes, please notify [arts@sheffdocfest.com](mailto:arts@sheffdocfest.com) with the new updated version.
2. Please make sure that the project title matches the one entered on your online form.
3. Sheffield Doc/Fest will then download your project for viewing.
4. Projects we receive through transfer are deleted after previewing.

## **9. MARKETING & PROMOTIONAL MATERIALS**

**Please ensure that uploaded stills and headshots are of print quality and you have permission to allow the Festival to use these for promotional and press purposes in perpetuity.**

Accepted projects will be required to share all marketing materials by **16 April 2021** which are as follows:

- Artist(s) headshot - high resolution images
- Multiple project stills - with at least 3+ landscape images in high resolution (300 dpi)
- A project trailer/excerpt (if available)

Accepted projects will be requested to share a H.264 trailer and/or press clips to be included on Doc/Fest press and marketing channels. The Festival reserves the right to adapt audio-visual excerpts for the purpose of marketing and promotion. We will also seek permission to use higher resolution clips

from a limited number of films in our Festival trailer and press.

By applying and participating you agree to unconditional acceptance of these terms and conditions. The organisers reserve the right to change the terms and conditions at any time.

**Thank you so much for entering Sheffield Doc/Fest 2021**

