



## SCRIPT, SHOOT AND SCREEN

dlr First Frames scheme is a unique opportunity to encourage filmmakers to create exciting, dynamic and engaging screen stories. Its aim is to provide funding and support to emerging filmmakers looking to develop ambitious and creative short films based in Dún Laoghaire-Rathdown. Filmmakers are encouraged to be ambitiously bold in their storytelling, and to use the diversity and variety of locations available in dlr as background and inspiration for original, vibrant films.

dlr First Frames welcomes a diversity of filmmaking styles, themes and creative approaches. The main requirements are good stories, and a passionate vision for filmmaking. The goal is to open the door to new and emerging Irish film talents. Dún Laoghaire-Rathdown County Council's purpose in promoting this opportunity is to support emerging filmmakers to make vibrant and compelling films and to increase awareness of the variety and flexibility of locations available in the region. DLR's Economic Development Unit is supporting this opportunity to support employment in the film making industry in DLR. dlr First Frames has been funded by Dún Laoghaire-Rathdown County Council since 2017 and the Scheme has supported a range of films

<https://www.dlrcoco.ie/arts/visual-arts-and-film>

dlr First Frames is fully funded by Dún Laoghaire-Rathdown County Council's Arts Office and Economic Development Unit and managed by IADT. Funding will be available through the scheme to support two short films with awards of up to €13,000 (please note that this is VAT inclusive) each. Mentoring support will be provided by the National Film School, IADT along with additional film equipment and facilities from IADT (subject to availability, access and professional competence).

Application is online via [www.iadt.ie](http://www.iadt.ie) (News Item ref. dlr First Frames 2023/2024) until **Friday 8<sup>th</sup> September 2023 – 5pm**. Late applications will not be accepted.

FAQ's + a recording of a public information session re. the scheme is also available at the IADT website which you may find useful.

For further information you can contact [dlrfirstframes@iadt.ie](mailto:dlrfirstframes@iadt.ie) or contact Fiona McKenna-Fahy, IADT directly at [fiona.mckenna-fahy@iadt.ie](mailto:fiona.mckenna-fahy@iadt.ie)

# Assessment Process & Criteria

## Application Requirements

Applications will be assessed in two stages in a competitive context according to the following criteria:

### Stage 1 - criteria:

- The creativity and quality of the script and project proposal (70/100)
- The suitability of dlr locations for use in filming (30/100)

### Stage 1 – application requirements:

1. A completed dlr First Frames Scheme online application submission via [www.iadt.ie](http://www.iadt.ie) (News Item ref. dlr First Frames 2023/2024) which requires:
  - a. Logline (1-2 line synopsis of the film) and short synopsis (200 – 300 words)
  - b. Contact details, company details (where known),
  - c. Identification of proposed locations
  - d. And 1 x upload – PDF or Word Doc of the script including script title – do NOT include the authors name please.

**Only one upload is possible, MAX. 25MB**, please do not include anything other than the script text in the PDF. Do NOT include the authors name please – only include the script title. If the application is shortlisted you will be asked for additional information, which must be provided within a 2-week period. Details of Stage 2 requirements are below for your advance consideration.

### Locations:

**Applications are only eligible for proposals/scripts to be shot in Dún Laoghaire-Rathdown catchment area.** Dún Laoghaire-Rathdown County Council will waive filming fees for any filming that takes place on dlr owned land. **Please note filming in Marlay Park House and Cabinteely House do not fall within the scope of the Scheme; both require fees and are generally in high demand.** Work filmed in other locations will require necessary permissions and fees to be negotiated with location owners. Additional information below re. appropriate insurance and health and safety requirements.

### Stage 1 - assessment process:

- Stage 1 will be an independent shortlisting of eligible applications received.

All applicants will be notified of the outcome via email on or before the end of September 2023.

## Stage 2 – SHORTLISTED APPLICATIONS ONLY

### Stage 2 - criteria:

- The creativity and quality of the script and project proposal (50/100)
- The suitability of dlr locations for use in filming (30/100)

- The track record and demonstrable ability of the creative team to complete and deliver the project with the resources and funds available (20/100)

Shortlisted filmmakers **must**

- submit additional information as outlined below by **Wednesday 11<sup>th</sup> October 2023**.  
**AND**
- be available to attend an online panel interview on either **Wednesday 18<sup>th</sup> or Thursday 19<sup>th</sup> October 2023** (Producer, Director & Scriptwriter). Exact Time / Date will be confirmed with shortlisting notification.

The panel will include representatives from dlr Arts Office, IADT and an experienced filmmaker. Details of the interview location, offline or online will be notified in advance to shortlisted applicants.

**Stage 2 – SHORTLISTED application information requirements** (deadline for submission Wednesday 12.10.2022)

1. Director's notes (including notes on visual style)
2. Producer's notes
3. Proposed production budget, and notes on any additional funding required or already sourced.
4. Indicative schedule: Production, Post-Production, Completion & intended first screening.
5. CVs of the core creative team (to include at least Writer, Producer and Director)
6. Links to samples of previously produced work, if available
7. Any additional available supporting material
8. Official company registration number. Successful applicants will need a bank account for the company by end of November or early December 2021 at the latest.
9. Broad outline of sustainability approaches you intend to take for the production.

## Key Dates

Application Closing Date	<b>Friday 8<sup>th</sup> September 2023</b> <b>17.00 sharp</b>
Stage 1 results notification	<b>On or before end of September 2023.</b>
Stage 2 additional information deadline (shortlisted applicants only)	<b>Wednesday 11<sup>th</sup> October 2023</b>
Stage 2 panel interview (attendance is mandatory to remain eligible)	<b>Wed. 18<sup>th</sup> <u>or</u> Thur. 19<sup>th</sup> October 2023</b>
Stage 2 outcome notifications to all shortlisted	<b>Friday 20<sup>th</sup> October 2023</b>
Additional paperwork, contract signing	<b>To be completed end of November 2023</b>
1 <sup>st</sup> tranche invoicing to dlr (award winners only)	<b>To be completed by mid-December 2023.</b>

Award winners additional information requirements:

1. Written acceptance of offer to include the official name of the company that the contract with dlr will be with.
2. Detailed production budget (VAT inclusive) + written confirmation of any additional funding sources, i.e. declaration, availability and amount.
3. Production schedule
4. Insurances with indemnity to dlr **and** IADT
5. Director Agreement (with responsibilities outlined)
6. Producer Agreement (with responsibilities outlined)
7. Letter of release from Script writer.
8. A letter from the bank confirming no one has a lien on the funds in the relevant account.
9. Completed Dún Laoghaire Rathdown EFT form for fund transfer to the registered companies bank account.

Subject to the above being received in order, DLR will arrange contract signing and issue a Purchase Order which must appear on the invoice submitted.

Delivery of completed films **end of September 2024**

Screening of completed films in dlr **October/November 2024**

## **Additional Information**

Dún Laoghaire-Rathdown County Council shall be entitled to organise the first public screening of the selected films, which will take place in dlr. An initial screening outside of dlr is subject to agreement from dlr Arts Office in advance

Successful applicants will be required to ensure that appropriate insurances are in place to cover all film activity and to ensure that Dún Laoghaire-Rathdown County Council and IADT are named and indemnified on all such policies. It is the responsibility of the film company to ensure that the production complies with relevant health & safety legislation and requirements should be factored into the budget. A Health & Safety and a Risk Assessment Plan must be in place. Implementation falls solely on the production for the duration of the shoot. For further information and relevant links see [Screen Ireland](#).

IADT and Dún Laoghaire-Rathdown County Council reserve the right not to commission work if none of the proposals received are deemed as suitable. In this instance, they reserve the right to pursue a different procurement process.

## **Freedom of Information**

The provisions of the Freedom of Information Act 1997-2003 apply to Dún Laoghaire-Rathdown County Council and the Dún Laoghaire Institute of Art, Design & Technology. Applicants should state if any of the information supplied by them is confidential or sensitive and should not be disclosed to a request for information under the aforementioned Act. Applicants should state why they consider the information to be confidential or commercially sensitive.

**GDPR**

All information provided for this application will be held for a period of one year from the date of submission and will remain in the ownership of IADT / Dún Laoghaire-Rathdown County Council Arts Office. Information supplied in the application will be used only for the purpose of the application itself, and will only be used by IADT and dlr Arts Office for the purposes of administering and managing this particular commission, including the selection process. You may withdraw your consent to the retention of the information relating to your application at any point by sending an email to [dlrfirstframes@iadt.ie](mailto:dlrfirstframes@iadt.ie).