

# BRITISH INDEPENDENT FILM AWARDS

## PROCESS, ENTRY RULES AND ELIGIBILITY REQUIREMENTS 2023

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## TIMELINE

|  |  |
|--|--|
| Early June                                   | Entries open for short films only  |
| Early July                                   | Entries open for feature films   |
| Friday 4 August                              | Entry deadline 1   |
| Friday 11 August                             | Entry deadline 2   |
| Friday 25 August                             | Entry deadline 3 (final deadline for shorts, including BFI Diversity Standards application for shorts)   |
| Friday 1 September                           | Entry deadline 4 (features only)<br>Final deadline for BFI Diversity Standards application – features  |
| Friday 9 September                           | Deadline for receipt of online screeners – SHORTS  |
| Friday 15 September*                         | Deadline for receipt of online screeners – FEATURES*   |
| Tuesday 12 to Tuesday 19 September           | Shorts preliminary voting  |
| From Monday 18 September                     | Round 1 opens for feature entries  |
| Wednesday 27 September to Tuesday 10 October | Shorts Round 1 Voting  |
| From Wednesday 18 October                    | Longlist announcements   |
| Wednesday 18 to Monday 30 October            | Round 2 voting   |
| Thursday 2 November                          | Nominations announcement   |
| Friday 3 to Wednesday 15 November            | Round 3 voting (Craft categories)  |
| Friday 3 to Monday 27 November               | Round 3 voting (Best British Independent Film, Best International Independent Film, Best Feature Documentary, Best British Short Film, Raindance Maverick Award) |
| Friday 17 November                           | Craft winners announced  |
| Sunday 3 December                            | Ceremony   |

\*International feature film entries may, under exceptional circumstances, provide screeners after this date but before Friday 6 October. All extensions must be approved in advance by BIFA. Please email [entry@bifa.film](mailto:entry@bifa.film) to discuss **before** making your entry. Please note, this extension may be approved for International feature entries only.

## ENTRY FEES

Entries for short films and feature films with production budgets of under £1,000,000 will remain free until Friday 4 August. Thereafter, each film entry will incur an entry fee at the following rates\*:

|                  | Dates              | Entry fee – shorts | Entry fee – features with production budget < £1m | Entry fee – features with production budget > £1m |
|------------------|--------------------|--------------------|---|---|
| Entry deadline 1 | Friday 4 August    | Free               | Free  | £150  |
| Entry deadline 2 | Friday 11 August   | £20                | £125  | £200  |
| Entry deadline 3 | Friday 25 August   | £40                | £175  | £350  |
| Entry deadline 4 | Friday 1 September | -                  | £350  | £700  |

\*These prices exclude VAT

## FREE ENTRY DEADLINE

In the event that an entry cannot be completed before the entry fees are applicable (e.g. if confirmation of a qualifying festival screening comes after 4 August), entrants are advised to submit an entry at the earliest possible point with the qualifying festival / release field left blank to avoid the entry fees. An update on any qualifying screenings can then be sent to BIFA to confirm the film's eligibility. This must be received by the final entry deadline.

If an entrant cannot afford the entry fee, they are encouraged to contact BIFA on [entry@bifa.film](mailto:entry@bifa.film) to discuss the possibility of a fee reduction or waiver.

| <b>2023 CATEGORIES</b>                         | <b>Named nominee(s) / recipient(s)</b>  | <b>Eligible films</b>              | <b>Winner decided by</b> |
|--|---|------------------------------------|--------------------------|
| Best British Independent Film                  | Director, Screenwriter(s), Producer(s)  | British features                   | BIFA voters              |
| Best Director                                  | Director  | British features                   | Filmmaker Jury           |
| Best Screenplay                                | Screenwriter(s)   | British features                   | Filmmaker Jury           |
| Best Lead Performance                          | Lead Performers   | British features                   | Performance Jury         |
| Best Supporting Performance                    | Supporting Performers   | British features                   | Performance Jury         |
| Best Joint Lead Performance                    | Lead Performers   | British features                   | Performance Jury         |
| Best Ensemble                                  | Lead and Supporting Performers  | British features                   | Performance Jury         |
| Breakthrough Performance                       | British Lead & Supporting Performers  | British features                   | Performance Jury         |
| Best Debut Director – Feature Documentary      | British Director  | British feature documentaries only | Filmmaker Jury           |
| The Douglas Hickox Award (Best Debut Director) | British Director  | British features                   | Filmmaker Jury           |
| Best Debut Screenwriter                        | British Screenwriter(s)   | British features                   | Filmmaker Jury           |
| Breakthrough Producer                          | British Producer(s)   | British features                   | Filmmaker Jury           |
| Best Feature Documentary                       | Director(s) & Producer(s)   | British feature documentaries only | BIFA voters              |
| The Raindance Maverick Award                   | Director, Screenwriter(s), Producer(s)<br>Entrants may choose to nominate all or any of the above-listed people   | British features                   | BIFA voters              |
| Best Casting                                   | Casting Director  | British features                   | BIFA voters              |
| Best Cinematography                            | Director of Photography   | British features                   | BIFA voters              |
| Best Costume Design                            | Costume Designer  | British features                   | BIFA voters              |
| Best Editing                                   | Editor  | British features                   | BIFA voters              |
| Best Effects                                   | Special Effects Supervisor(s), Visual Effects Supervisor(s)   | British features                   | BIFA voters              |
| Best Make-Up & Hair Design                     | Make-Up Designer, Hair Designer   | British features                   | BIFA voters              |
| Best Original Music                            | Composer  | British features                   | BIFA voters              |
| Best Music Supervision                         | Music Supervisor  | British features                   | BIFA voters              |
| Best Production Design                         | Production Designer   | British features                   | BIFA voters              |
| Best Sound                                     | The following may be entered (max. five):<br>Sound Designer / Supervising Sound Editor / HoD<br>Dialogue Supervisor / Editor<br>SFX Supervisor / Editor<br>Re-Recording Mixer<br>Production Sound Mixer / Sound Recordist | British features                   | BIFA voters              |

| <b>2023 CATEGORIES</b>              | <b>Named nominee(s) / recipient(s)</b> | <b>Eligible films</b>      | <b>Winner decided by</b> |
|-------------------------------------|--|----------------------------|--------------------------|
| Best British Short Film             | Director, Screenwriter(s), Producer(s) | British short films        | BIFA voters              |
| Best International Independent Film | Director, Screenwriter(s), Producer(s) | International features     | BIFA voters              |
| The Richard Harris Award            | British Performer                      | Individual                 | Nomination Committee     |
| The Special Jury Prize              | Decided by BIFA Juries                 | Individual or organisation | BIFA Juries              |

## ADJUDICATION PROCESS

BIFA receives over 200 feature film and 350 short film entries every year. Rounds of viewing, discussion and voting amongst BIFA's voters and jurors reduce the entries to the longlists (Round 1), nominations (Round 2) and winners (Round 3) in each category.

BIFA's diverse pool of over 1500 voters consists of previous winners and nominees and other leading film professionals from across the industry. A sub-set of these voters (c. 400) take part in voting for the nominations (Rounds 1 and 2) each year and all voters are invited to vote for the winners in certain categories.

Voters are convened into 'subgroups' dedicated to particular categories for the first two rounds of voting. The adjudication process is discussion-based and the subgroups meet multiple times before votes are cast confidentially.

The winners in many categories are decided by two juries, the Filmmaker Jury and the Performance Jury, both newly-appointed each year.

### **Decided by the Filmmaker Jury**

Best Director  
Best Screenplay  
The Douglas Hickox Award (Best Debut Director)  
Best Debut Director – Feature Documentary  
Debut Screenwriter  
Breakthrough Producer  
The Special Jury Prize

### **Decided by the Performance Jury**

Best Lead Performance  
Best Supporting Performance  
Best Joint Lead Performance  
Best Ensemble Performance  
Breakthrough Performance  
The Special Jury Prize

The winners in the following categories are decided by votes open to all of BIFA's voters who have watched the nominations:

- Best British Independent Film
- Best International Independent Film
- Best British Short Film
- Best Feature Documentary
- The Raindance Maverick Award
- The ten Craft categories (Casting, Cinematography, Costume Design, Effects, Editing, Make-Up & Hair Design, Original Music, Music Supervision, Production Design, Sound)

BIFA's Nomination Committee oversees the adjudication and voting processes and has the responsibility of making final decisions in all matters pertaining to entries, eligibility requirements, rules and processes. The Nomination Committee also meet with subgroup representatives to scrutinise and confirm voting results.

BIFA also presents two honorary awards: The Richard Harris Award, which is bestowed by BIFA's Board and Nomination Committee; and the Special Jury Prize, intended to recognise an individual or organisation for their outstanding contribution within the British independent film industry and is decided by both BIFA Juries.

More details about the BIFA voting and adjudication process can be found here:  
<https://www.bifa.film/about/voting-and-adjudication/>

## FILM ELIGIBILITY REQUIREMENTS

In all cases, final decisions about a film's eligibility rest with BIFA's Nomination Committee. Under exceptional circumstances, inclusion and consideration of films which do not strictly comply with the below criteria will be subject to the discretion of the Committee. If you have questions about your film's eligibility, please contact BIFA via [entry@bifa.film](mailto:entry@bifa.film).

### Independent

Films will usually qualify as independent where there is no involvement in the production or financing of a film by a major studio.

Any involvement by a major studio will be assessed by BIFA and a budget cap of \$25m (gross) applies.

As a guide, a film which has major studio involvement may be eligible for BIFA if:

- The film was acquired by the studio post completion for distribution only

#### OR

- The gross production budget did not exceed \$25m and the project was not originated or majority co-produced by the major studio

BIFA considers the following companies to be 'major studios\*':

Searchlight/Disney, Amazon, Apple, Netflix, Paramount, Sony, Universal and Warner Bros.

If there is no major studio involvement, no budget cap applies.

\*Studios may be added to this list at any time.

### UK nationality – films

BIFA considers a film to be 'British' if the writer(s), director and originating producer(s) are British.

Where this is not the case, films are assessed by BIFA's Nomination Committee, who take into account the following factors:

- Whether the film was originated by a British production company or individual(s)
- The creative contribution from the UK (i.e. key creative team, lead cast and HoDs)
- UK funding source(s)
- Where each stage of production took place

Films that are not originated by a UK production company or individual(s) and that do not have a lead UK production company are unlikely to be eligible.

This applies to shorts and feature films entering all categories except for Best International Independent Film.

### UK nationality – individuals

Where an individual must be British to qualify for an award, such as in the debut categories, or for the purposes of identifying the nationality of a film, we will ask entrants if they or others who worked on a film have a British passport or the right to hold one, or if they have achieved 'settled status' by living in the UK for more than five years. BIFA's Nomination Committee may, at its discretion, accept individuals as 'British' if they have not lived in the UK for more than five years or do not have settled status but have demonstrably been living and working in the UK for a considerable period of time and intend to do so in the future. If you are unsure, please use this test: <https://www.gov.uk/check-british-citizen> and get in touch with us on [entry@bifa.film](mailto:entry@bifa.film).

## **BFI Diversity Standards**

In 2023 the BFI launched updated Diversity Standards criteria and meeting the Standards now requires passing three of five Standards (A, B, C, D, E). Standards C and E are mandatory for all (some concessions may be made for smaller projects).

Films entered to the BIFA British feature film categories must be assessed against these new criteria, and should fill in the mandatory elements for Standards they wish to meet as fully as possible. However, as productions transition to the new requirements and in recognition that most films entered into BIFA 2023 will have been in production before these updates came into effect, to qualify this year the rule will remain that entered films will **only be required to meet standard C, plus one of standards A, B or D.**

Films that have already been assessed against the Standards (either pre or post Diversity Standards updates) do not need to be re-assessed.

If your film has not already been assessed against the standards, the deadline for completing the form is **Friday 1 September**. We will send this form to you after your entry has been submitted.

Short films entered to the Best British Short Film award must be assessed against the BFI's new Diversity Standards. There is no requirement for short films to meet the Standards, simply to be assessed against them. Please see the Rules and Eligibility criteria for Short films for more information.

Please note, all assessments are made by the BFI and BIFA has no input into this process.



## FILM RELEASE REQUIREMENTS

### Release Requirements

To be eligible, feature films must be intended for theatrical release and must screen, or be scheduled to screen to a paying public audience either at a qualifying festival or on general release during the eligibility period, which is **1 November 2022 to 30 November 2023**.

Where formal distribution is confirmed after a qualifying festival screening, the festival screening remains as the qualifying eligibility criterion for BIFA.

No re-releases may be entered. Once entered, a film can be withdrawn up to a week before the first round of voting opens. Films that are withdrawn at this point (by 11 September 2023) can be entered in subsequent years, if eligible. Otherwise, previously entered films are not eligible.

### British Features

- Must be intended for UK theatrical release
- Must be over 70 minutes in running time
- Must screen or have been scheduled to screen:
  - On general release in the UK during the eligibility period, for a run consisting of at least seven screenings in aggregate

#### OR

- At an in-person screening at one of BIFA's qualifying British or international film festivals during the eligibility period (see the list on pages 19-20 of this document) Where there is no British theatrical release on the calendar, proof of intention to release theatrically may be required)

Films that are between 40 and 70 minutes in length may be eligible if they have a theatrical release in the UK during the eligibility period.

Where formal distribution is confirmed after a qualifying festival screening, the festival screening remains as the qualifying eligibility criterion for BIFA. Films which have a qualifying festival screening but are scheduled for theatrical release in early 2024 (up to the cut-off date for eligibility for British films for the BAFTA Film Awards) may choose whether to enter in the current year or to wait until next year. Please contact BIFA to discuss this via [entry@bifa.film](mailto:entry@bifa.film).

### British Shorts

- Must have been completed on or after 1 May 2022
- Must be under 40 minutes in running time
- Must be narrative, experimental, documentary or animation. Music videos and fashion films are usually ineligible, but may be included at the discretion of the Nomination Committee and Shorts Subgroup where the film has sufficient narrative elements. To request an exception, please contact [entry@bifa.film](mailto:entry@bifa.film)
- Must:
  - Screen, or have been scheduled to screen at an in-person screening, as part of the official selection at one or more\* of BIFA's qualifying festivals for short films during the eligibility period of 1 November 2022 to 30 November 2023. (see pages 20-21 of this document)

#### OR

- Screen on one of BIFA's recognised online channels during the eligibility period (see the list on page 21 of this document)

**OR**

- Have won an award from one of BIFA's qualifying awards organisations during the eligibility period (see the list on pages 20-21 of this document)

Short films that have won awards which are not on the qualifying festivals / awards list may still be entered but their acceptance to the BIFA competition is at the discretion of the Nomination Committee.

\*Please note: BIFA Qualifying Festivals for short film now fall into two categories:

A (primarily international festivals)

B (primarily British festivals)

From 2023, to qualify for BIFA, short films must have screened at at least one festival from list A or at least two festivals from list B. You can see the full list of qualifying festivals for short films on pages 20-21 of this document.

### **International Features**

- Must be intended for theatrical release
- Must be over 70 minutes in running time
- Must have confirmed UK distribution
- Must screen or have been scheduled to screen:
  - On general release in the UK during the eligibility period, for a run consisting of at least seven screenings in aggregate

**OR**

- At one of BIFA's qualifying international festivals during the eligibility period (see the list on page 19 of this document) and be intended for theatrical release. Where there is no British theatrical release on the calendar, proof of intention to release theatrically will be required)

International features may also be entered if they have won an award at one of BIFA's qualifying international film festivals and are available for voters to watch.

## CATEGORY RULES & REQUIREMENTS

Films may be submitted to as many or as few categories as entrants wish. However, voters or the Nomination Committee may choose to consider a film in additional categories to those submitted.

Credits and eligibility decisions are based on the credits featured on exhibited prints of the film.

Films entered to British feature film categories must also supply information about their production budget and production staff. This information is used by BIFA to analyse the state of the British film industry and will not affect the outcome of a film's entry in any way.

| Category/ies                        | Named nominee(s)   | Additional rules | Supporting Material              |
|-------------------------------------|--|------------------|----------------------------------|
| Best British Independent Film       | Fully credited writer(s), producer(s) and director(s)<br><br>Other producer credits, such as Associate, Executive, etc. are not eligible for this award. Co-directors and co-writers are only eligible where there are no lead directors or writers credited. 'Additional Material by...', 'Original Story by...' and similar credits are not eligible. Where PGA determination has been made about eligible producers, only those credited p.g.a will be listed |                  |                                  |
| Best International Independent Film | Fully credited writer(s), producer(s) and director(s)<br><br>See Best British Independent Film for our rules on which writing, directing and producing credits are eligible to be listed as nominees   |                  |                                  |
| Best Director                       | Director(s)<br><br>Co-directors are only eligible where there is no lead director credited   |                  |                                  |
| Best Screenplay                     | Screenwriter(s)<br><br>Co-writers are only eligible where there is no lead screenwriter credited. 'Additional Material by...', 'Original Story by...' and similar credits are not eligible   |                  | Screenplay sample<br>[mandatory] |

| Category/ies                | Named nominee(s)  | Additional rules   | Supporting Material |
|-----------------------------|---|--|---------------------|
| Best Lead Performance       | Lead performers   | Entrants may select which category a performer should be considered for but BIFA's Nomination Committee reserves the right to make final decisions about performers' category placement  |                     |
| Best Supporting Performance | Supporting performers   |  |                     |
| Best Joint Lead Performance | Lead performers   | <p>For two (or exceptionally three) performances that are the joint focus of the film, especially where the performances share a large number of scenes and screen time.</p> <p>Entrants may choose to put performers forward for Best Joint Lead as well as Lead Performance. Please note: <u>performers entered into this category must also be entered into the Best Lead Performance category</u>. Performers will be listed for voting in both categories but can only be nominated in one category</p> <p>Performers put forward for Best Supporting Performance may not enter the Joint Lead category</p> <p>The number of nominations in these categories is variable (up to a maximum of five) and is dependent on the number of eligible entries in any given year. This award will only be presented if there are sufficient nominations in the category</p>  |                     |
| Best Ensemble Performance   | Three or more performers who form a core ensemble.  | <p>This award is for a group of three or more performers in films without a clear lead performer and where the ensemble drives the story.</p> <p>Examples might include films like <i>The Death of Stalin</i> or <i>The History Boys</i>, as opposed to films like <i>Billy Elliot</i>.</p> <p>Entrants are responsible for electing which performers to put forward for this category, but the suitability of entries will be subject to the approval of the Performance subgroup, who may decide to limit which performers are included in the ensemble of the film.</p> <p>This award will only be presented in the case that the Performance subgroup deem there to be a suitable winner. Ordinarily, the winner in this category will be announced in advance of the ceremony, with no nominations selected. In exceptional years however, where there are multiple competitive entries, up to three nominations may be announced; the winner will be decided by the Performance jury and declared at the ceremony.</p> |                     |
| Breakthrough Performance    | <p>Lead &amp; supporting performers</p> <p>Must hold, or have the right to hold, a British passport</p> | For British performers taking their first significant role in a theatrical feature film. Eligibility of performers with significant theatre or TV credits will be determined by the Nomination Committee   |                     |

| Category/ies                                   | Named nominee(s)  | Additional rules   | Supporting Material   |
|--|---|--|---|
| The Douglas Hickox Award (Best Debut Director) | <p>Director(s)</p> <p>Must hold, or have the right to hold, a British passport</p> <p>Co-directors are only eligible where there is no lead director credited</p>   | <p>For a British director for their debut fiction feature film. Previous television or documentary credits do not disqualify an individual from consideration. Documentaries are ineligible in this category</p> <p>Where a director has previously made a micro-budget feature (under £50k budget), they may still be eligible for this award for a subsequent film, subject to review by BIFA's Nomination Committee</p> |   |
| Best Debut Director – Feature Documentary      | <p>Director(s)</p> <p>Must hold, or have the right to hold, a British passport</p> <p>Co-directors are only eligible where there is no lead director credited</p>   | <p>For a British director for their debut documentary feature film. Previous television or feature credits do not disqualify an individual from consideration</p> <p>Filmmakers must be able to show the appropriate release forms if requested. If they are not able to do so, BIFA's Nomination Committee will determine whether the film is eligible for BIFA</p>   |   |
| Best Debut Screenwriter                        | <p>Screenwriter(s)</p> <p>Must hold, or have the right to hold, a British passport</p> <p>Co-writers are only eligible where there is no lead screenwriter credited. 'Additional Material by...', 'Original Story by...' and similar credits are not eligible</p> | <p>For a British screenwriter for their debut fiction feature film. Previous television or documentary credits do not disqualify an individual from consideration</p>  | <p>Screenplay sample [mandatory]</p>  |
| Breakthrough Producer                          | <p>Producer(s)</p> <p>Must hold, or have the right to hold, a British passport</p> <p>Other producer credits, such as Associate, Executive, etc. are not eligible for this award</p>  | <p>For a British producer for their first or second documentary or fiction feature film</p> <p>Where a producer wishes to be considered for the award for their second feature film, BIFA's subgroup and Nomination Committee will assess whether the producer's first film could be considered their industry breakthrough</p>  | <p>Questionnaire [mandatory]</p> <p>Additional statements from other members of the production team may be requested at Longlist stage.</p> |

| Category/ies                        | Named nominee(s)   | Additional rules   | Supporting Material          |
|-------------------------------------|--|--|------------------------------|
| <p>The Raindance Maverick Award</p> | <p>Fully credited writer(s), producer(s) and director(s)</p> <p>By default, all above-listed people are listed as nominees in this category. Entrants may, at their discretion, choose instead to limit the number of nominees (e.g. just the director, or just the producers) but must explain this decision in the statement accompanying their entry</p> <p>See Best British Independent Film for our rules on which writing, directing and producing credits are eligible to be listed as nominees</p> | <p>This award highlights innovation, uniqueness of vision, maverick filmmaking and risk-taking generally in fiction films with a budget under £1m, rewarding bold, creative, ambitious work that belies its limited budget.</p> <p>Eligible films must not have exceeded a £1m (gross) production budget.</p> <p>From 2023, films may enter this category which have achieved any level of UK theatrical distribution. All other eligibility criteria must be met.</p> | <p>Statement [mandatory]</p> |
| <p>Best Feature Documentary</p>     | <p>Director(s) and producer(s)</p> <p>Co-directors are only eligible where there is no lead director credited</p>  | <p>Films should be non-fiction and photograph an actual occurrence or employ partial re-enactment, stock footage, stills, animation, stop-motion or other techniques, as long as the emphasis is on fact and not on fiction</p> <p>Filmmakers must be able to show the appropriate release forms if requested. If they are not able to do so, BIFA's Nomination Committee will determine whether the film is eligible for BIFA</p>                                     |                              |
| <p>Best British Short Film</p>      | <p>Fully credited writer(s), producer(s) and director(s)</p> <p>Other producer credits, such as Associate, Executive, etc. are not eligible for this award</p> <p>Co-directors and co-writers are only eligible where there are no lead directors or writers credited</p>  | <p>Films must be under 40 minutes in length</p> <p>Must be narrative, experimental, documentary or animation.</p> <p>Music videos and fashion films are usually ineligible but may be included at the discretion of the Nomination Committee and Shorts subgroup where the film has sufficient narrative elements. To request an exception, please contact <a href="mailto:entry@bifa.film">entry@bifa.film</a></p>  |                              |

| Category/ies               | Named nominee(s)  | Additional rules   | Supporting Material  |
|----------------------------|---|--|--|
| Best Casting               | Casting Director  |  | Statement [mandatory]  |
| Best Cinematography        | Director of Photography   |  | Statement [optional]   |
| Best Costume Design        | Costume Designer  |  | Statement [optional]   |
| Best Editing               | Editor<br><br>Other editing credits, such as Assistant or Co-Editor, are not eligible                           |  | Statement [optional]   |
| Best Effects               | Special Effects Supervisor and/or Visual Effects Supervisor   |  | Statement [mandatory]<br><br>Effects breakdown reel [optional]   |
| Best Make-Up & Hair Design | Make-Up & Hair Designer   | Prosthetics Designers are also eligible in this category   | Statement [optional]   |
| Best Original Music        | Composer/Songwriter<br><br>Other credits such as co-composers are only eligible where there is no lead composer | This award is for the composition of original music for a film where original music makes up at least 40% of the film's music soundtrack. To be eligible, it must be clear which music in the film is original score (either within the film or via supporting documents). Pre-existing instrumental music should not be considered score unless written specifically for the film<br><br>Documentaries about music, where the majority of the music featured is that of the subject of the documentary, are not eligible unless the music has been composed specifically for the film<br><br>The number of nominations in this category is variable (up to a maximum of five) and is dependent on the number of eligible entries in any given year. This award will only be presented if there are sufficient entries in the category | Questionnaire [mandatory]<br><br>Music Cue Sheet, plus breakdown of percentages of original and source music [mandatory] |

| Category/ies           | Named nominee(s)  | Additional rules  | Supporting Material   |
|------------------------|---|---|---|
| Best Music Supervision | Music Supervisor  | <p>This award is for the supervision of sourced music where sourced music makes up at least 40% of the film's music soundtrack. To be eligible, it must be clear which music in the film is sourced or licensed music (either within the film or via supporting documents)</p> <p>Documentaries about music, where the majority of the music featured is that of the subject of the documentary, are not eligible</p> <p>The number of nominations in this category is variable (up to a maximum of five) and is dependent on the number of eligible entries in any given year. This award will only be presented if there are sufficient entries in the category</p> | <p>Questionnaire [mandatory]</p> <p>Music Cue Sheet, plus breakdown of percentages of original and source music [mandatory]</p> |
| Best Production Design | Production Designer   |   | Statement [optional]  |
| Best Sound             | <p>The following professionals may be entered, up to a maximum of five people:</p> <p>Lead or sole Sound Designer / Supervising Sound Editor / HoD</p> <p>Lead or sole Dialogue Supervisor / Editor</p> <p>Lead or sole SFX Supervisor / Editor</p> <p>Lead or sole Re-Recording Mixer</p> <p>Lead or sole Production Sound Mixer / Sound Recordist</p> |   | Statement [optional]  |
| The Special Jury Prize | An individual or organisation within the British independent film industry.   | <p>This award is intended to recognise an individual or organisation for their outstanding contribution within the British independent film industry.</p> <p>Entrants are invited to submit a single member of their production team whose work deserves recognition but whose role is not currently recognised by one of our competitive awards categories.</p> <p>These recommendations will be compiled and submitted to our juries for consideration, though jury members reserve the right to award the Prize to a recipient not associated with any of the productions in competition.</p>  | Statement [mandatory]   |

## Mandatory Supporting Material



Breakthrough Producer – questionnaire: confirmation of this statement by another producer / a director / writer / HoD also involved in the project is required and they may be contacted by BIFA for additional supporting information.

Best Casting, Best Effects, Special Jury Prize – supporting statement

The Raindance Maverick Award - questionnaire

Best Original Music, Best Music Supervision – questionnaire (all entrants); music cue sheet, breakdown of percentage of original and source music

Best Screenplay, Best Debut Screenwriter – screenplay sample

Statement formats can be found at the end of this document.

### **Notes**

One award trophy will be issued to the winner of each category where the winner is a film (e.g. Best British Short Film); one award trophy will be issued to each named nominee where the winner is an individual (e.g. Best Director). Where multiple nominees have been accepted by BIFA, additional trophies can be purchased in the event of an award win.

BIFA aims to include all nominees at events held to celebrate the nominees and to announce the winners but unfortunately this is not always possible. Confirmation of which nominees will be offered complimentary tickets to BIFA events will be issued in mid-October, when longlists are announced and shared with entrants.

In the event that BIFA does not receive sufficient entries into an awards category, we reserve the right to not present that award.

If BIFA does not receive sufficient entries into the Joint Lead category to ensure a minimum of three nominees, we may choose to present two awards in the Best Lead category.

If BIFA does not receive sufficient suitable entries into the Best Ensemble category to ensure a winner can be announced, we may choose to present two awards in the Best Supporting Performance category.

If you are unsure about category placement for any of your entries, please get in touch with us at [entry@bifa.film](mailto:entry@bifa.film).

## ENTRY & FILM ACCESS

### HOW TO ENTER

Entries to BIFA can be made by a film's distributor or another representative, such as the producer, a sales agent or a festivals/awards advisor. If duplicate entries are made, BIFA will contact the entrants to clarify which one to proceed with.

To enter a film to BIFA:

1. Create an account (or log in to your existing account) here: <https://members.bifa.film/entries>
2. Complete an entry form for the type of film that you wish to enter
3. If an entry fee is applicable, it will need to be paid on submission of the entry to BIFA

Entrants will be invited to check their completed entries before voting opens. It is the entrant's responsibility to ensure that all category listings are accurate and complete as no changes can be made once voting is open.

### ACCESS TO ENTERED FILMS

For the 2023 awards, entrants must provide BIFA voters with online access to their entered films. In-person screenings may be organised at the discretion of the entrant, [in addition to online access](#).

Feature films entered into BIFA this year can be uploaded to Eventive. Entrants will be asked to indicate if they wish to use this platform during the entry process. Use of Eventive is not compulsory, and entrants may continue to use their screening platform of choice and handle distribution of screening links directly with voters (subject to signature of a data processing agreement) where applicable. Use of Eventive will incur a charge which the entrant is responsible for covering; more information about the Eventive platform, fees, security and process can be found here: <https://www.bifa.film/about/rules-and-eligibility/bifa-feature-film-entries-2/eventive/> Eventive is not available for use for short film entries.

Where adequate access to films or mandatory supporting information has not been provided by the deadline of 15 September (or 9 September for Short Films), entry to BIFA will be rescinded and the film will be removed from contention. There will be no refund for any entry fees paid.

In exceptional circumstances, international feature film entries may provide screeners after 15 September but before Friday 6 October. All extensions must be approved in advance by BIFA. Please email [entry@bifa.film](mailto:entry@bifa.film) to discuss any application for extension **before** making your entry. This extension may be approved for International feature entries only.

### ACCESS REQUIREMENTS

Mandatory:

- Online: all screeners should be provided with closed caption subtitles
- In-person: access information must be provided for all screenings and included in screening invitations

Preferred:

- Online: subtitles for the deaf and hard of hearing (SDH) and audio description should be included in screeners where possible
- In-person: an option for SDH subtitles at screenings or specific subtitled screenings where several screenings are offered

**All decisions made by BIFA and its Board and Committees are final and no correspondence will be entered into as to why particular entries were or were not nominated.**

## BIFA 2023 QUALIFYING FESTIVALS

### QUALIFYING FESTIVALS FOR INTERNATIONAL FEATURES

|                             |  |
|-----------------------------|--|
| AFI Fest                    | Sundance Film Festival                     |
| Berlin Film Festival        | SXSW                                       |
| BFI London Film Festival    | Telluride Film Festival                    |
| Cannes Film Festival        | Toronto International Film Festival (TIFF) |
| New York Film Festival      | Tribeca Film Festival                      |
| San Sebastian Film Festival | Venice Film Festival                       |

### QUALIFYING FESTIVALS FOR BRITISH FEATURES

|  |  |
|--|--|
| AFI Fest                                   | Leeds International Film Festival  |
| Annecy Festival                            | Locarno  |
| BAFTA – Film longlisted                    | Manchester Film Festival   |
| Barnes Film Festival                       | Manchester International Animation Festival                                      |
| Belfast International Film Festival        | Melbourne International Film Festival  |
| Berlin Film Festival                       | New York Film Festival   |
| BFI Flare                                  | Open City Doc Fest   |
| BFI London Film Festival                   | Oxford International Film Festival   |
| Brighton Rocks International Film Festival | Raindance Film Festival  |
| British Urban Film Festival (BUFF)         | Ramsgate International Film & TV Festival / Ramsgate International Film Festival |
| Cambridge Film Festival                    | Rotterdam  |
| Cannes Film Festival                       | S.O.U.L Film Festival  |
| Cardiff Film Festival                      | San Sebastian Film Festival  |
| CPH: DOX                                   | Sci-Fi London  |
| Cork Film Festival                         | Sheffield DocFest  |
| Crystal Palace Film Festival               | Spirit of Independence Film Festival   |
| Deaffest                                   | Sundance Film Festival   |
| Doc n Roll                                 | SXSW   |
| Edinburgh International Film Festival      | Telluride Film Festival  |
| Flatpack Festival                          | Toronto International Film Festival (TIFF)                                       |

|  |                                 |
|--|---------------------------------|
| Glasgow Film Festival                        | Tribeca Film Festival           |
| Hot Docs                                     | UK Jewish Film Festival         |
| Irish Film Festival London                   | Unrestricted View Film Festival |
| IDFA International Documentary Film Festival | Venice Film Festival            |

## QUALIFYING FESTIVALS & AWARDS FOR SHORT FILMS

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 accepted to two or more Section B festivals only, at least one of those qualifying festivals must have been within this year's eligibility period of 1 November 2022 – 30 November 2023

To be eligible for BIFA 2023, short films must have been completed after 1 May 2022

### SECTION A

Primarily international festivals

|   |   |
|---|---|
| AFI Docs Film Festival                            | IDFA International Documentary Film Festival Amsterdam      |
| AFI Fest  | Iris Prize LGBTQ+ Film Festival                             |
| BAFTA – Film Nominated                            | Kurzfilm Festival Hamburg                                   |
| BAFTA Cymru – Film Nominated                      | Open City Docs  |
| BAFTA Scotland – Film Nominated                   | Oska Bright   |
| Berlin International Film Festival                | Palm Springs International ShortFest                        |
| BFI Flare   | Raindance Film Festival                                     |
| BFI London Film Festival                          | Rumi Foundation Grierson Trust Best Documentary Short Award |
| Cannes International Film Festival                | International Film Festival Rotterdam                       |
| Clemont-Ferrant International Short Film Festival | S.O.U.L Film Festival                                       |
| CPH: DOX  | Sheffield DocFest   |
| Deaffest  | Sundance Film Festival                                      |
| Edinburgh International Film Festival             | SXSW Film Festival Short Film Programme                     |
| Encounters Film Festival                          | Toronto International Film Festival                         |
| Foyle Film Festival                               | Tribeca Film Festival                                       |
| Hot Docs Festival                                 | UK Jewish Film Festival                                     |

## SECTION B

Primarily British festivals

|  |  |
|--|--|
| Aesthetica Short Film Festival             | London International Animation Film Festival |
| Barnes Film Festival                       | London Short Film Festival                   |
| Beeston Film Festival                      | Manchester Film Festival                     |
| BFI Future Film Festival                   | North East International Film Festival       |
| Bolton Film Festival                       | Norwich Film Festival                        |
| Brighton Rocks International Film Festival | Oxford International Film Festival           |
| British Urban Film Festival                | Short Com                                    |
| Bute Street Film Festival                  | Short Short Story Film Festival              |
| Cambridge Film Festival                    | Spirit of Independence Film Festival         |
| Cardiff Mini Film Festival                 | Sunderland Shorts Film Festival              |
| Cork International Film Festival           | The Shortest Nights                          |
| Crystal Palace Film Festival               | The Smalls                                   |
| EFN Short Film Festival                    | TweetFest Film Festival                      |
| Exit 6 Film Festival                       | Unrestricted View Film Festival              |
| Glasgow Short Film Festival                | Watersprite Student Film Festival            |
| Irish Film Festival London                 | Wigan & Leigh Short Film Festival            |
| Kino Short Film Festival                   | Wimbledon International Short Film Festival  |
| Leeds International Film Festival          | Women Over 50 Film Festival                  |
| Little Wing Film Festival                  | Women X Film Festival                        |

## QUALIFYING ONLINE CHANNELS FOR SHORT FILMS

| Channel name           | Website   |
|------------------------|---|
| VICE                   | <a href="http://vice.com">vice.com</a>                                |
| The Guardian Docs      | <a href="http://theguardian.com">theguardian.com</a>                  |
| New York Times Op-Docs | <a href="http://nytimes.com">nytimes.com</a>                          |
| Field of Vision        | <a href="http://fieldofvision.org">fieldofvision.org</a>              |
| NOWNESS                | <a href="http://nowness.com">nowness.com</a>                          |
| BBC Three*             | <a href="http://bbc.co.uk/bbcthree">bbc.co.uk/bbcthree</a>            |
| Channel 4*             | <a href="http://channel4.com">channel4.com</a>                        |
| Directors Notes        | <a href="https://directorsnotes.com/">https://directorsnotes.com/</a> |

\*Films that were commissioned by and produced for either of these channels will not normally be eligible unless they have screened or be scheduled to screen at another qualifying channel or festival.

### Festival not listed

If you wish to enter a film that has not screened or is not scheduled to screen at one of the above listed BIFA qualifying festivals but has screened at another UK festival within the eligibility period, please contact us to discuss whether that festival can be considered qualifying: [entry@bifa.film](mailto:entry@bifa.film)

### **Online festivals**

Films must have screened at an in-person event to a paying public audience. Online screenings only at BIFA recognised festivals do not normally qualify as eligible. Please email [entry@bifa.film](mailto:entry@bifa.film) if you would like to check your eligibility status.

For more information about how we select our qualifying festivals, how to apply to be a qualifying festival or to feedback on our list, please visit <https://www.bifa.film/about/bifa-qualifying-festivals/>

## STATEMENT TEMPLATES

Please keep statements to 200 words per category unless otherwise indicated.

|  |  |
|--|--|
| <p>Best Casting</p> <p>[mandatory]</p> | <p>Please describe any outstanding achievements by the Casting Director that should be taken into consideration by BIFA voters when voting for the Best Casting award (max 200 words)</p> <p>For example:</p> <ul style="list-style-type: none"> <li>- Were there unusual challenges in the casting process that they overcame, or innovative casting techniques put to use?</li> <li>- Did they discover exciting new talent or cast an experienced actor in a career-defining role?</li> <li>- Did their casting decisions significantly impact the production of the film in an unexpected way? How well does the casting serve the characters?</li> <li>- Was anybody else (director, producers) involved in the casting process for any of the performers? Had any performers already been cast before you joined the project?</li> </ul> |
| <p>Best Cinematography</p>             | <p>Please describe any outstanding achievements by the Cinematographer that should be taken into consideration by BIFA voters when voting for the Best Cinematography award (max 200 words)</p> <p>For example:</p> <ul style="list-style-type: none"> <li>- Were there unusual challenges in shooting the film that they overcame, or innovative cinematography techniques put to use? Did they make any significant creative contributions that impacted the director's vision and the final film?</li> </ul>  |
| <p>Best Costume Design</p>             | <p>Please describe any outstanding achievements by the Costume Designer that should be taken into consideration by BIFA voters when voting for the Best Costume Design award (max 200 words)</p> <p>For example:</p> <ul style="list-style-type: none"> <li>- Were there unusual challenges in designing, procuring or creating the costumes that they overcame, or innovative costume design techniques put to use?</li> <li>- Did they respond to their brief in a particularly creative way, or make decisions that had a significant creative impact on the final film?</li> <li>- Is there a particular item of costume that they're especially proud of?</li> </ul>  |

|   |   |
|---|---|
| <p>Best Editing</p>   | <p>Please describe any outstanding achievements by the Editor that should be taken into consideration by BIFA voters when voting for the Best Editing award (max 200 words)</p> <p>For example:</p> <ul style="list-style-type: none"> <li>- Were there unusual challenges in editing the film that they overcame, or innovative editing techniques put to use?</li> <li>- Did they do something particularly creative or new with an established genre or type of film?</li> </ul> <p>Did they make any significant creative contributions that impacted the director's vision and the final film?</p>   |
| <p>Best Effects</p> <p>[statement mandatory, reel optional]</p> | <p>Please describe any outstanding achievements by the VFX and/or SFX Supervisor(s) that should be taken into consideration by BIFA voters when voting for the Best Effects award (max 200 words)</p> <p>For example:</p> <ul style="list-style-type: none"> <li>- Were there unusual challenges in producing effects for the film that they overcame, or innovative techniques put to use?</li> <li>- Are there any particular scenes or effects that voters should pay attention to?</li> <li>- Is there a particular effect or scene that they're especially proud of?</li> </ul> <p>Entrants may also submit a short effects breakdown video (max five minutes). This reel should include how key scenes/effects within the film were achieved and it should be an accurate reflection of both the special and visual effects input. Please no voiceover or talking heads, but factual captions are accepted.</p> |
| <p>Best Make-Up &amp; Hair Design</p>                           | <p>Please describe any outstanding achievements by the Make Up and/or Hair Designer(s), or by Prosthetics Designers if applicable, that should be taken into consideration by BIFA voters when voting for the Best Make-up &amp; Hair Design award (max 200 words)</p> <p>For example:</p> <ul style="list-style-type: none"> <li>- Were there unusual challenges in the designing or production of the make up and/or hair for the film that they overcame, or innovative techniques put to use?</li> <li>- Did they respond to their brief in a particularly creative way, or make decisions that had a significant creative impact on the final film?</li> <li>- Is there a particular item of Make-Up &amp; Hair design that they're especially proud of?</li> </ul>  |
| <p>Best Production Design</p>                                   | <p>Please describe any outstanding achievements by the Production Designer that should be taken into consideration by BIFA voters when voting for the Best Production Design award (Max 200 words)</p> <p>For example:</p> <ul style="list-style-type: none"> <li>- Were there unusual challenges in the production design of the film that they overcame, or innovative techniques put to use?</li> <li>- What did the Production Designer believe to be the most successful element, set or creative part of their design for the film and why?</li> <li>- Is there a particular element or item of the film's Production Design that they're especially proud of?</li> </ul>   |



|                    |  |
|--------------------|--|
| Best Sound         | <p>Please describe any outstanding achievements by the Sound department members who have been entered for the award that should be taken into consideration by BIFA voters when voting for the Best Sound award (Max 200 words)</p> <p>For example:</p> <ul style="list-style-type: none"><li>- What were the unusual challenges for the Sound Designer / Department in capturing and creating the sound for this film?</li><li>- If being entered as a team, please describe how the team worked together in a particularly effective or creative way?</li><li>- Describe any interesting or unique ways that the sound crew interacted with the director, producers, composer and/or the film editor and any outstanding creative decisions that had a significant impact on the director's vision for the final film?</li></ul> |
| Special Jury Prize | <p>Please explain your reasons for putting forward this individual for the Special Jury Prize. Please tell us their role within this production and describe any outstanding achievements and contributions to the production or wider industry that should be taken into consideration by BIFA Juries when voting for the winner of this award (max 200 words)</p> <p>For example:</p> <ul style="list-style-type: none"><li>- Were there any unusual challenges faced in their role?</li><li>- Did they respond to their role in a particularly creative way?</li><li>- How did they exceed expectations within their role?</li><li>- Does their work have wider benefit, beyond the production of the film?</li><li>- Is there a part of their work that you/they are particularly proud of?</li></ul>                          |