



## GUIDELINES, TERMS AND CONDITIONS

### BAFTA Rocliffe Competition – Submissions 2020

## DEADLINES

### TV COMEDY

Applications for TV Comedy open on the 27 July 2020, 12pm. To apply for TV Comedy please submit a completed online application form along with your supporting materials by 10 September 2020, 5pm\*\*. If you wish to apply for a bursary please complete a [bursary form\\*](#) by 30 August 2020, 5pm.

Online Showcase Event on 03 November 2020 following on from the success of the 2020 Film BAFTA Rocliffe Showcase.

## PRIZES

### SHOWCASED WRITERS OR FINALISTS

Industry Online Showcase at BAFTA with professional actors & director.

One year's access to BAFTA Events and Workshops.

A bespoke career planning and profile building session to provide support in navigating the industry.

Exposure to the industry and featured on BAFTA & ROCLIFFE Websites.

Become part of the BAFTA Rocliffe Alumni with ongoing support.

BAFTA and Rocliffe endeavour to facilitate meetings with third parties i.e. agents, development execs and production companies for the selected writers, but all subsequent negotiations with writers following those meetings are between the writer and the third party.

The seven SHORTLISTED WRITERS will be announced in Rocliffe Newsletter and in the BAFTA handout posted on the BAFTA and Rocliffe websites.

## ENTRY PROCESS

Register an account with

<https://apply.bafta.org/entrant/>

Login to your account and select the 'Create Application' tab

Create an application for the BAFTA Rocliffe New Writing Competition

Ensure you find and select the correct category. We have two script call-outs in 2020 for Film (now closed) **and TV**

Comedy accepting Sit- Coms, Sketches or Webseries

Pay (please follow the below steps to pay for your application)

After you have submitted your application you will be taken to an 'Application Submitted' page

Select 'Preview invoice'

You will be taken to a page showing your invoice

Select 'Continue to payment'

You do not need to enter a PO Number; please leave this box blank

Type 'I AM SURE' where indicated

Proceed to payment

If you have applied for and subsequently been offered a bursary please do not pay for your application when prompted to do so. Your bursary will be applied by BAFTA and Rocliffe representatives after you have submitted.



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#### PAYMENT

Entry is £42 per submission (£35 + VAT)

We charge one submission fee per script

There is no maximum submission limit per writer, however each submission will incur an entry fee

Each script extract entered must include a non-refundable fee

Payments are made after you have submitted your application form

You must make your payment within 48 hours of submitting your application

To pay please follow these steps:

After you have submitted your application you will be taken to an 'Application Submitted' page

Select 'Preview invoice'

You will be taken to page showing your invoice

Select 'Continue to payment'

You do not need to enter a PO Number; please leave this box blank

Type 'I AM SURE' were indicated

Proceed to payment

#### NOTIFICATION

Once you have submitted your application you will receive a submission email. Please ensure all details on your application are correct in the PDF attached to the email. Please contact [apply@bafta.org](mailto:apply@bafta.org) if any information is incorrect and we will do our best to accommodate changes

All entrants will receive notification status of their progress during the selection process between 23-30 October.

#### REPORTS

All entries will receive a feedback report from our readers. The aim is to help the writer to progress to their next draft. All feedback reports are sent via WeTransfer prior to the showcase event date, which allows you to download the reports over a seven-day period.

Reports will be sent out before 18 November 2020.

BAFTA is not responsible for the content of these reports; they are an independent service organised by Rocliffe.

Rocliffe work with readers who have read for leading production companies and industry initiatives

#### GENERAL RULES ABOUT ENTRIES

Entrants retain the copyright to any script or pitch idea developed by the entrant as a result of being selected. The copyright of all scripts sent to us remain with the writer. Similarities will occur and we are often surprised by the number of similar ideas, concepts and themes in a call. We will not pass the work of any writer to third parties, outside of the panel or jury, without first contacting the writer. We do not retain copies of scripts that have been unsuccessful.

Entries must be the original work of the entrant, and must not infringe the rights of any other party.

BAFTA & Rocliffe accept no liability if entrants ignore these rules and entrants agree to fully indemnify BAFTA & Rocliffe against any claims by third parties arising from breach of these rules.

Entrants must be available to attend the event (if selected by the judging process),

Entries received that do not contain ALL materials outlined (see YOUR ENTRY) and payment, may not be considered.



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Entrants can enter individually or as part of a writing team. All writers will be acknowledged in the billing.

All entries must be written primarily in English with translation provided for any foreign language sections.

Entering the BAFTA Rocliffe New Writing Forum constitutes permission to use the writers' names, script title, short synopsis and email addresses for publicity & handouts without additional permission being sought.

BAFTA and Rocliffe reserve the right to cancel the BAFTA Rocliffe New Writing Forum and propose a new date or to amend these terms and conditions at any time. If this is deemed necessary, a notice will be posted on: [www.bafta.org](http://www.bafta.org) and [www.rocliffe.com](http://www.rocliffe.com)

BAFTA and Rocliffe reserve the right to reject any entry for any reason at their absolute discretion. BAFTA and Rocliffe's decision is final and no correspondence will be entered into.

Submission of an entry confirms that the entrant's acceptance of the terms and conditions are governed by the laws of England, Scotland, Northern Ireland and Wales.

## ELIGIBILITY

Writer submitting must hold a UK passport or be able to prove you have resided in the UK for five years prior to the final closing date.

For TV / Sitcom submissions writers must not have series creator credits on major platforms and broadcasters. Writing on existing shows is permitted, micro budget features (more than 3 years old), webisodes, shorts, writing on existing shows, documentary credits will not exclude you from entering if in doubt write to [office@rocliffe.com](mailto:office@rocliffe.com)

You must be 18 or over one month before the closing date.

Previous finalists are not eligible to enter for three years after their previous showcase.

You must not be a BAFTA or Rocliffe employee.

Proof of age and identity for eligibility may be requested. BAFTA & Rocliffe's decision as to the eligibility of individual entrants will be final and no correspondence will be entered into.

## SUBMISSION MATERIALS

Please ensure your file is a PDF

Materials are uploaded as part of the submitted application form; please do not email them separately

Please name your files: 'Your Script Title – Extract' and 'Your Script Title – Supporting Materials'

You can find an example of layout of supporting materials at:

<https://www.rocliffe.com/BRNWFExampleSupportingMaterials.pdf>

'Submission materials' should contain the following in the below order (3 pages max, font size 12, Arial/TNR/Courier)

Script Title

Short synopsis (25 words)

Treatment (300 words max) for the entire series or the entire film - NOT JUST THE EXTRACT

Character breakdown of featured characters (50 words per character max)

3 to 6 episode guides/storylines or minimum 3 and a maximum 6 sketch ideas (50 words each)

Introduction to extract that sets the scene (100 words) – what happens before and which episode it is. State if it is a sitcom, sketch show, webseries and if it is animation or live action, (state what is appropriate)



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For the 'Extract' standard script formatting as per BBC Writersroom guidelines.

FOR **WEBSERIES**: This is ten pages of 2-page x 5 episodes which need to link like a series with recurring characters and storylines

FOR **SKETCH SHOWS**: These are a series of sketches which can have recurring characters examples are [FAMALAM BBC 3](#) or [CATHERINE TATE SHOW](#)

**Please ensure your name is not provided on any submitted materials. If your name is provided your application will be unsubmitted and sent back to you. You will be asked to re-submit with the un-marked materials.**

Consecutive scenes within a 10-page extract of the script that can come from anywhere in the script

The extract must end at 10 pages, subsequent pages will not be considered. An 11th page will be deleted.

Font size no smaller than 12

Script pages should be numbered 1-10

Script extracts should be typed and follow standard script formats (Rocliffe recommend Celtx or Final draft software)

Do not send full scripts

Support materials must not exceed three pages

**Please do not include artwork, illustrations** or casting suggestions

### BURSARY AWARDS\*\*

Applicants who have dependents, are carers, are in receipt of benefits, are in education, who work less than 16 hours a week, or are on minimum wage can apply for a bursary to cover the cost of entry

To apply for the bursary fund please fill in an application form found <https://www.rocliffe.com/bursary-form.php> before the Bursary Deadline (see DATES AND DEADLINES) and wait to hear from a Rocliffe representative regarding the status of your bursary application before taking any further steps. If you are successful please fill out a competition application form but do not pay for your application when prompted to do so after you have submitted. All information is treated with discretion and respect

**The Bursary Deadline is 30 August** listed in the DATES AND DEADLINES section. You will have 24 hours from 31 August to accept the bursary and must submit your full application by 6 September, failure to do so will mean that those next on the list not awarded a bursary will be awarded the free entry and you will no longer be eligible.

You must let us know if you decide not to submit as the fund provides a limited number of bursaries and we would like to use them all. The recipients are at the discretion of BAFTA and Rocliffe.

**Please let us know before the final deadline if you are unable to take this up. As we then have time to offer it to another candidate.**

If your bursary application is not successful you will be contacted and required to submit and pay for an application in order for your application to be considered.

### JUDGING CRITERIA & PROCESS

The readers, panellists and jurors are not told the name, gender or experience of the writer. Only the work is judged and on the following criteria:

The originality of the voice and strength of the idea

The accomplishment and quality of the writing of the sample script extract



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The strength of the voice and potential in the writer

All scripts are read and go through the following process:

Stage One – Entries are distributed to the readers. The readers will assess the entry against the above criteria and recommend entries to form part of the long-list they deem to have the most potential

Stage Two (Long-list) – An industry panel reads all reader recommended entries and selects a short-list of up to 10 to be distributed to the Jury. Entries need to be recommended by two panellists to go to the long-list.

Stage Three (Short-list) – The shortlisted writers are given five days over a weekend to rewrite their extracts and supporting material in light of feedback. Writers are not permitted at this stage to share their status of being shortlisted, as this could jeopardise the anonymity of the selection process.

Stage Four (Finalists) – The redrafted entries are read by the industry Jury who discuss the entries and select three finalists.

All writers will be notified of the status of their entries and informed whether they were SHORTLISTED ONLY. The three showcased writers or finalists will be informed and their scripts performed at a showcase at BAFTA.

The Jury's decision is absolute. We cannot provide any feedback to writers beyond their reader reports.

This is a competition and showcased writers are referred to as "showcased writers, finalists and winners of the BAFTA **Rocliffe New Writing Initiative ie Comedy YEAR**". And that they are part of BAFTA Rocliffe initiative alumni. No reference should be made to it as an "award" or having "won award".