

**Rules of the „POLIN MUSEUM FILM CALL” film competition for a concept and production of a short film**

**I. GENERAL PROVISIONS**

1. POLIN Museum of the History of Polish Jews located at the address: 6 Anielewicza Street, 00-157 Warsaw, entered in the Institutions of Culture Registry administered by the Minister of Culture and National Heritage, no. RIK 89/2014 and in the National Museums Registry no. PRM/127/2017, which holds a tax number 525-234-77-28 and the National Business Registry Number 140313762 will be the competition Organizer [hereinafter referred to as: “Contracting Party”, “Organizer” or “Museum”].  
Address for correspondence: POLIN Museum of the History of Polish Jews,  
6 Anielewicza Street, 00-157 Warsaw, Poland.
2. The Contracting Party’s website: [www.polin.pl/en](http://www.polin.pl/en)
3. All correspondence regarding the competition should be sent electronically to the address: [filmcall@polin.pl](mailto:filmcall@polin.pl)
4. Person appointed to provide information related to the competition: Katarzyna Tomczak-Wysocka
5. Applications should be submitted via online application form only, no later than 31 August 2019 at 11:59PM.
6. The Contracting Party retains the right to postpone the deadline for submitting applications.
7. The Participants can turn to the Contracting Party with questions regarding the competition until the end of 23 August 2019. The Contracting Party will respond no later than 2 days prior to the deadline for submitting applications by posting the answers on their website [www.polin.pl/en](http://www.polin.pl/en)
8. The competition is organized in consonance with the article 4d of the law from 29 January 2004 – Public Procurement Law (consolidated text – J. of L. from 2018, pt. 1986) [hereinafter referred to as: “PPL Law”].

**II. SUBJECT OF THE COMPETITION (SUBJECT OF THE PROCUREMENT)**

1. The competition’s goal is to produce 14 short films, approximately 2-3 minutes long (minimum time is not set, maximum time is not to exceed 5 minutes) with the aim of including them in the POLIN Museum core exhibition, the ninth gallery titled “Polish Jews across the globe” (working title). To read more on the core exhibition: [www.polin.pl/en](http://www.polin.pl/en)
2. The competition prize is a budget to produce one film. The competition Organizer will grant a maximum of 14 prizes of no more than 56,000 PLN (ca 15,000 USD) each to produce one short film. The value of each prize shall depend on the submitted competition offer which should include a preliminary budget not exceeding the sum of 56,000 PLN. Preliminary budget shall include the total cost of film production. Detailed conditions of drawing a preliminary budget are set in article III, point 2.II.d of the Rules of Film Competition.

3. The film should be dedicated to the heritage of Polish Jews presented from the point of view of emigrants and their descendants residing in one of the following seven localities:
  - Australia
  - Europe
  - Israel
  - North America
  - Poland (In case of films presenting the heritage of Polish Jews from the emigrant perspective or the one of their descendants currently residing in Poland, the films should tackle the subject of their return to Poland, motivation behind the return, with the emphasis on the question whether their decision to settle in Poland was affected by the fact that their ancestors hail from Poland).
  - South Africa
  - South America
4. The films may tell a tale of an individual, a family, an organization, a community, or events/objects that bear special meaning.
5. Form of the film is arbitrary—it can be a feature film or a documentary (including a reportage, a didactic film, or a feuilleton).

### III. TERMS OF THE COMPETITION

1. The competition is open to natural persons, corporate entities or organizational entities with no status of a legal person as well as the above entities acting together, as long as they meet the conditions set out in Rules of Film Competition.
2. The complete competition offer should include all of the elements listed below:

**I.** Basic information (part 1 of the online application form)

**II.** Film concept proposal consisting of 4 parts (part 2 of the online application form)

- a) Logline (max. 250 characters with spaces)
- b) Synopsis (max. 1,200 characters with spaces)
- c) Treatment (max. 7,000 characters with spaces)
- d) Preliminary budget for the film—such budget should contain combined introductory cost of the project (including documentation, copy rights and licences, travels, prospective administrative costs, taxes and other public obligations, etc.), estimated cost of production (including remuneration of the film crew and authors, stage design, cost of equipment, film plan support etc.) and estimated cost of post-production (including cost of editing, sound engineering etc.).

Budget should contain the total cost of production of a film entering the competition. The competition jury will revise the accuracy of the budget preparations, and budget adequacy to the film production and artistic premises. Final budget for the film will be submitted by the Laureate no later than 5 days prior to signing the Agreement with the Museum, with the stipulation that the difference between the final budget and the preliminary budget cannot exceed 10%, nor can it exceed the sum of 56,000PLN.

**III.** Links to the previous 3 films, including one short, realized in the years 2013–2019 (part 3 of the online application form).

By „realized films” the Organizer understands films in which the main author or the co-author of the competition offer played one of the following roles: a director, a cinematographer, a scriptwriter, an editor, a producer.

**IV.** Declarations made by way of marking specific answers in part 4 of the online application form.

3. Participant in the competition may submit more than one offer, but each participant/team will be assigned to realized only one film.
4. Projected competition stages:
  - Submitting competition offers—no later than 31 August 2019
  - Proceedings of the jury – 1 September – 14 October 2019
  - Shortlisting 14 competition laureates (from now on referred to as „Laureates”) – no later than 15 October 2019
  - Signing agreements with the Laureates, payment of the value of 10% of the granted prize— no later than 15 December 2019
5. Projected stages of work on the films, including planned finances:
  - Stage 1 – the Laureates send in a shooting treatment of the film based on the submitted competition offer as well as the proposed film visuals (no later than 15 March 2020). The Museum suggests corrections which the Laureate is obliged to introduce within 7 working days. The Museum is obliged to address the corrections within 7 working days or in the event of lack thereof to accept the film script and visuals, and to pay the second rate of the fee, namely 75% of the prize granted to the Laureate.
  - Stage 2—Laureates send in films in the rough-cut version no later than 15 September 2020. The Museum suggests corrections which the Laureate is obliged to introduce within 7 working days. The Museum is obliged to address the corrections within 7 working days or in the event of lack thereof to accept the film no later than 15 October 2020.
  - Stage 3—Laureates send in films in the fine-cut version no later than 15 December 2020. The museum accepts the work and pays 15% of the prize, i.e. the last installment of the competition prize.
6. The Museum may extend the time available to the Laureate to introduce amendments required by the Museum after the Laureate has sent an official request by electronic mail to the address: [filmcall@polin.pl](mailto:filmcall@polin.pl)
7. All contact between the Organizer and the Participants in the competition is made by way of electronic mail, as stated in the Act of 18 July 2002 on the supply of services electronically (J. of L. from 2017, item 1219).
8. The competition offers along with all necessary attachments are submitted under pain of being declared null and void via electronic mail, as stated in the Act of 18 July 2002 on the supply of services electronically (J. of L. from 2017, item 1219).
9. In order to submit declarations, motions, notifications or any other information electronically, the entities entering the competition are to use only the address provided in Article I point 3 of the Rules of Film Competition.
10. In the event of receiving declarations, motions, notifications or any other information electronically, the Organizer uses exclusively the email address provided by a Participant as the contact info in matters regarding the competition.

#### IV. TERMS OF ENTERING THE COMPETITION

1. Only entities who satisfy conditions of entering the competition listed below may apply:
  - a. Participants demonstrate their practical experience, i.e. prove that they realized a minimum of 3 films in the period 2013–2019. By „realized films” the Organizer understands films in which the main author of the competition offer played one of the following roles: a director, a cinematographer, a scriptwriter, an editor, a producer.
  - b. Participants will submit a complete competition offer no later than 31 August 2019, 11.59PM. The offers submitted after this time will not be accepted.

#### V. COMPETITION DOCUMENTS

1. Each participant of the competition submits their application offer by way of online application form available on the Organizer’s website. It is not possible to submit the offer without the online application form.
2. Along with the competition application offer, its specific points listed in Article III of the Rules of Film Competition, participants are obliged to submit a declaration by way of filling in the online application form, having acquainted themselves and accepted the following documents:
  - a. Contract Award Notice
  - b. Rules of Film Competition
  - c. Provisions of the Agreement Essential for the Parties
3. Participant’s submission of the competition application offer as well as getting acquainted with and accepting the documents listed above will serve as a basis for evaluating the compliance with the competition requirements and for assessing the offers. Failure to meet one of the requirements shall result in rejecting the offer.
4. Competition participants cover all the costs of preparing and submitting the offer and all the required documentation.
5. All documents submitted with the application offer should be in English or in Polish. English language is preferred.
6. Prior to the deadline for submitting offers, participants may alter or withdraw the offer. Information on the introduced changes or on the offer withdrawal must be provided in the form projected for submitting the offer and specified in the Rules of Film Competition.

#### VI. EVALUATING THE OFFERS AND SELECTING WINNERS OF THE COMPETITION

1. Firstly, the Organizer shall make a preliminary selection by rejecting all the offers which don’t meet the requirements to enter the competition.
2. The Organizer will evaluate the offers in line with the terms specified in the Rules of the Film Competition and based on the criteria of evaluation described below.
3. The criteria of evaluating the competition application offers are as follows:

Number	Name	Value
Criterion no. 1	Content of the film consistent with the competition subject matter as specified in Part II of Rules of the Film Competition	30 %
Criterion no. 2	High artistic level of the offer	30 %
Criterion no. 3	Project feasibility, particularly within a budget proposed by the Participants	20 %
Criterion no. 4	Project's extra assets	10%
Criterion no. 5	Price – the overall cost of film production, accuracy of the budget preparations, and budget adequacy to the film production and artistic premises.	10 %

4. Points granted to a project in separate criteria add up.
5. The most favorable would be shortlisting maximum of 14 offers which were granted the highest number of points in all the above criteria.
6. The jury will consist of:
  - 1) Chair: Barbara Kirshenblatt-Gimblett
  - 2) Deputy chair: Joanna Fikus
  - 3) Secretary: Katarzyna Tomczak-Wysocka
  - 4) Eric Bednarski
  - 5) Jakub Duszyński
  - 6) Rebecca Guber
  - 7) Natalia Paszkowska
  - 8) Aviva Weintraub
  - 9) Maria Zmarz-Koczanowicz
7. The Contracting Party shall grant prizes by procuring maximum of 14 laureates who have obtained the highest number of points.
8. As part of the Contract signed with the competition Organizer, a laureate is obliged to realize a film according to the script presented and within a budget proposed in the competition application offer. With regard to the realization of the competition offer, the laureates shall sign separate contracts with the Contracting Party in compliance with the Relevant Provisions for the Parties entering into Contract, at a time and place indicated by the competition Organizer.
9. The competition Organizer shall inform the Participants on the jury verdict by way of posting relevant information at: [www.polin.pl/en](http://www.polin.pl/en)
10. In the event of a laureate refusing to sign a contract the Contracting Party will select another laureate with the next highest amount of points and sign Contract with them.
11. The competition Organizer retains the right to change the composition of the jury at any time.
12. A member of the Jury may refuse to assess a competition offer due to the risk of violating the impartiality rule.

## VII. DECLARATIONS AND ADDITIONAL OBLIGATIONS OF COMPETITION PARTICIPANTS

1. The Contractor represents that at the time of submitting the competition application offer they

hold complete proprietary copyright with regard to all documents included in the offer, and that the personal and proprietary rights shall not be in any way limited by any third party, and their transfer to the Contracting Party shall in no way infringe upon the rights of third parties.

2. In the event of infringement upon the rights of third parties the Contractor will be held responsible for any prospective infringement on industrial property right, copyright, personal right, and will be obliged to satisfy any claims made by such third party, thus releasing the competition Organizer from any responsibility on the part of making use of the competition offer, especially by ensuring legal representation in court or in arbitration proceedings and cover the cost of such representation.

#### VIII. PERSONAL DATA PROTECTION

1. The Museum hereby declares that personal data of the Contractor to the extent including the first name, surname, place of residence, email address and telephone number will be processed by the Organizer Museum acting in the capacity of the personal data controller, in accordance with the provisions of the Act on Personal Data Protection of 10 May 2018 [hereinafter referred to as: the Act] and the regulations of the European Parliament and the Council from 27 April 2016 pertaining to the Article 5 of Regulation (EU) No 182/2011 of the European Parliament and of the Council of 16 February 2011 laying down the rules on the protection of natural persons with regard to the processing of personal data and on the free movement of such data and the avoidance of the directive 95/46/WE ("GDPR") as well as other generally applicable laws to fulfil the obligations under the Contract, including to pay remuneration to the Contractor. The personal data referred to above shall be processed by the Museum for the term of the Contract and for the period of prescription of any claims under the Contract.
2. The personal data of the Contractor are processed on the basis of Article 6 (1)(b) of the GDPR.
3. Personal data is provided on a voluntary basis, but it is necessary in order to conclude and perform the Contract. The Contractor has the right to access their personal data and to amend, rectify and erase this data as well as restrict and object to its processing. In addition, the Contractor has the right to lodge a complaint with the supervisory authority competent for data processing.
4. The Data Protection Officer can be contacted by phone at +48 22 4710341 or e-mail: [iod@polin.pl](mailto:iod@polin.pl).
5. The following may receive the personal data of the Contractor in connection with and in order to perform the Contract:
  - a) suppliers of IT systems and IT services;
  - b) entities that provide the Museum with accounting services, service quality studies, claim recovery services as well as legal and analytical services;
  - c) postal operators and couriers;
  - d) operators of electronic payment systems and banks, to the extent of payment execution;
  - e) bodies authorized by law to receive your personal data.

#### IX. FINAL PROVISIONS

1. The competition Organizer retains the right to—at any time prior to the deadline—modify the content of Rules of the Film Competition, as long as these modifications do not pertain broadening the scope of the competition or shortening the deadline. Information on the

modification made shall be provided instantly by way of posting it at the Organizer's website:  
[www.polin.pl/en](http://www.polin.pl/en)

2. Any modifications to Rules of the Film Competition made by the competition Organizer are binding for the competition Participants.
3. Prior to the deadline for submitting offers, participants may alter or withdraw the offer. Information on the introduced changes or on the offer withdrawal must be provided in the form projected for submitting the offer and specified in the Rules of the Film Competition.
4. The Contracting Party provides for a possibility of disseminating the competition offers should the competition Participants wish to do so, following the announcement of the competition laureates.
5. The Contractor hereby declares that they are aware of the fact that the provisions of this Contract, and in particular its subject matter and the amount of remuneration due, constitute public information within the meaning of Article 1 (1) of the Act on Access to Public Information of 6 September 2001 (consolidated text, J. of L. 2016, item 1764), which is subject to disclosure pursuant to the provisions of the aforementioned Act.