



OPEN DOORS CONSULTANCY Guidelines and Regulations

Update 27.07.2020

1. Preamble

The Locarno Film Festival (LFF) proposes a service called Open Doors Consultancy, a new addition to the Open Doors initiative of Locarno Pro, in collaboration with the Swiss Agency for Development and Cooperation (SDC) of the Federal Departments of Foreign Affairs (FDFA).

The organization of the section is guaranteed by the Festival, which consequently also allocates people responsible for the project.

The LFF reserves the right to change the Guidelines. Please check our website (www.locarnofestival.ch/opendoors) for the latest version.

2. Goals

Open Doors Consultancy's overall objective is to contribute toward the growth and development of a local and regional filmmaking scene in regions of the South and the East of the world, where film production is particularly fragile.

More particularly, it aims at assisting directors and producers from countries in the South and the East, by providing specific advice to selected film projects.

3. Program offer

Open Doors Consultancy is a project-based service intended as a continuous activity taking place during the year, beyond the Locarno Film Festival.

Following a selective process, a few selected film projects will benefit from remote



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consultancy by a pool of international experts on (maximum) one of the following subjects:

- Screenwriting
- co-production and financing strategy
- editing
- international distribution – sales, festivals
- legal aspects & contracts

The program foresees 3 deadlines per year for submissions to the online consultancy services (see below for more details).

Around 8 projects will be selected to access remote (skype) consultancy with an international expert.

The consultancy will be held during the month following the announcement of the selection, according to the expert's and the project-holder's professional calendar. The consultancy will be given through online communication programs such as Skype (or similar) and can last up to 3 hours.

The expert will send a complementary note after the meeting to sum up the main points discussed together.

The Open Doors Consultancy differs from the Open Doors "Hotline", through which you can directly solicit the Open Doors team, simply by writing to opendoors@locarnofestival.ch, submitting more general or punctual questions not necessarily linked to a project.

4. Target

The consultancy platform is designed for directors and producers citizens or originally from the following focus areas of Open Doors:

- South Asia: Afghanistan, Pakistan, Bhutan, Nepal, Bangladesh, Sri Lanka, Myanmar and Maldives.
- Southeast Asia and Mongolia: Laos, Thailand, Cambodia, Vietnam, Myanmar, Indonesia, Malaysia, The Philippines and Mongolia.



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5. Entry Conditions

- a) SUBMISSION IS FREE OF CHARGE.
- b) Directors and producers that are citizens or originally from the eligible countries (see point 4) can apply
- c) Both professionals that have participated in the Open Doors program in Locarno (i.e. alumni from Hub, Lab or Screenings), or not, are eligible to apply for the Open Doors Consultancy
- d) Only **feature**-length projects (fiction, documentaries, animation, other) are eligible to apply for consultancy
- e) Only projects that have a clear correlation to the author's home country will be taken into consideration
- f) Projects at all stages are eligible, if applying specifically to the above-mentioned subjects (scriptwriting, production/financing, editing, international diffusion, legal aspects)
- g) One professional can apply with only one project and for only one field of consultancy
- h) One professional can take part to the different programs of Open Doors (Hub, Lab, etc.) over one year, according to each program's eligibility conditions and with the limit of 1 participation per year (if selected) within the Consultancy Platform.
- i) The documentation must be presented in English. Good knowledge and practice of the English language is necessary to participate in the Open Doors Consultancy Platform. Consultancies will be conducted in English language.

See point 7 for the exhaustive list of requested documentation for submission.

6. Application procedures and deadlines

The program foresees 3 deadlines per year for submissions to the online consultancy services (see below for more details).

- September 2020: call end of July – submissions open from 9 September at 05:00 AM (CET) to 11 September at 05:00 AM (CET) 2020
- 3 more sessions will take place during 2021. The dates will be announced as soon as possible.



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One submission is completed through two mandatory steps:

1. Fill in the online entry form that will be available on the Consultancy service website:
<https://entryform.locarnofestival.ch/prepareNewEntryFormPromotor.do?lang=3&cat=odc> (check the opening dates for each call)
2. Upload your PDF file with the full and finalized documentation regarding your project.
Please gather all documents into one single PDF file and beware of maximum file size: 10 MB.

7. Requested material for application

Note: All documents are mandatory (if not differently expressed) and must be provided in English

1. Screenwriting

- A specific note explaining what challenges you are facing and what are your expectations regarding this consultancy: what kind of strategy do you need to proceed, and why? What are the specific steps you believe need a support?
- Synopsis (max 2 pages)
- Full script or advanced treatment (treatment: min. 10 pages or 15.000 characters). Thanks for sending us the most updated and recent document.
- Director's Visual Concept (in form of a description)
- CV/biography, picture and filmography for the director, of the co-writers (if any) and the producer(s), if any (max 2 pages). Please make sure that everyone writes clearly if they are citizens / originally from one of the eligible countries.
- Director's and co-writer's (if any) note in form of presentation letter
- Production company profile(s), if any, and line up of projects in development (with list of filmmakers)
- Estimated budget plan (in Euros or USD)
- If applicable, screening links to 2 previous films by the director subtitled in English (shorts and long features are both accepted)



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2. Co-production and financing strategy

- A specific note explaining what challenges you are facing and what are your expectations regarding this consultancy: what kind of strategy do you need to proceed, and why? What are the specific steps you believe need a support?
- Synopsis (max 2 pages)
- Full script (thanks for sending us the most updated and recent document)
- CV/biography, picture and filmography for the director and the producer(s) (max 2 pages). Please make sure that everyone writes clearly if they are citizens / originally from one of the eligible countries.
- Production company profile(s) and line up of projects in development (with list of filmmakers)
- Budget top sheet in Euros or USD (i.e. one-page estimated budget with main budget development/production/post-production lines)
- Foreseen financing plan (in Euros or USD) and financing strategy
- Foreseen schedule including development (various script versions, funding applications), production, post-production and distribution stages (which international and national festival premieres? Ideal domestic release date/period)
- If available, financing agreements and/or letters of intent from financing partners and co-production / cooperation agreement(s)
- If applicable, screening links to 2 previous films by the director subtitled in English (shorts and long features are both accepted)

3. Video editing

- A specific note explaining what challenges you are facing and what are your expectations regarding this consultancy: what kind of strategy do you need to proceed, and why? What are the specific steps you believe need a support?
- Synopsis (max 2 pages)
- Full script (thanks for sending us the most updated and recent document)
- Rough cut, first edited version of the film. Two different rough cuts can be considered if you need some advices on two different versions
- Potential additional editing material including sequences or rushes on which you have problems you would like to solve.
- CV/biography, picture and filmography of the director, of the editor, of the producer(s) and Crew list (max 2 pages). Please make sure that everyone writes clearly if they are citizens / originally from one of the eligible countries.
- Directors and current editor's note of intention in form of presentation letter, explaining at which stage of the editing you are. The editor's note is not mandatory but highly recommended.
- Production company profile(s), filmography and line up of projects in development (with list of filmmakers)



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- Budget top sheet and post-production budget in Euros or USD (i.e. one-page estimated budget with main budget development/production/post-production lines) and a list of service providers (post-production labs, etc.)
 - If applicable, screening links to 2 previous films by the director subtitled in English (shorts and long features are both accepted)
4. International distribution – sales, festivals (only projects with a **completed development status / in late production & financing status** will be accepted)
- A specific note explaining what challenges you are facing and what are your expectations regarding this consultancy: what kind of strategy do you need to proceed, and why? What are the specific steps you believe need a support?
 - Synopsis (max 2 pages)
 - For pre-production projects: full script (thanks for sending us the most updated and recent document).
 - For post-production projects: full script. Depending on the status, rough cut, first edited or final version (thanks for sending us the most updated and recent document).
 - CV/biography, picture and filmography of the director and the producer(s) (max 2 pages). Please make sure that everyone writes clearly if they are citizens / originally from one of the eligible countries.
 - Production company profile(s) and line up of projects in development (with list of filmmakers)
 - Complete list of Cast and Crew
 - Visual elements (pictures, trailers, ...) used to promote the film and information about previous films' distribution strategy
 - Budget top sheet in Euros or USD (i.e. one-page estimated budget with main budget development/production/post-production lines)
 - Full financing plan (in Euros or USD) and full financing strategy
 - If available, sales/ distribution agreement(s) and Letters of Intent(s)
 - A note on your strategy for distribution before this consultancy: have you already sent the film to festivals? Are you already in touch with some sales agent and distribution company?
 - If applicable, screening links to 2 previous films by the director subtitled in English (shorts and long features are both accepted)



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5. Legal aspects & contracts

- A specific note explaining what challenges you are facing and what are your expectations regarding this consultancy: what kind of strategy do you need to proceed, and why? What are the specific steps you believe need a support?
- Synopsis (max 2 pages) and advanced treatment (min. 10 pages or 15.000 characters). Thanks for sending us the most updated and recent document.
- CV/biography, picture and filmography for the director, the producer(s) and potential co-producers (max 2 pages). Please make sure that everyone writes clearly if they are citizens / originally from one of the eligible countries.
- Production company profile(s) and line up of projects in development (with list of filmmakers)
- Budget top sheet in Euros or USD (i.e. one-page estimated budget with main budget development/production/post-production lines)
- Foreseen financing plan (in Euros or USD) and financing strategy
- Foreseen schedule including development (various script versions, funding applications), production, post-production and distribution stages (which international and national festival premieres? Ideal domestic release date/period)
- If available, financing agreements and/or letters of intent from financing partners and co-production / cooperation agreement(s) including international sales
- If applicable, screening links to 2 previous films by the director subtitled in English (shorts and long features are both accepted)

Please note that incomplete applications might not be considered for selection.

All requested material necessary for the submission must be submitted in English language and online, following the instruction provided (see point 5).

8. Selection criteria

Project criteria: artistic value of the project, international potential, application profile, quality of application documentation, clarity of content and description of the challenge to be addressed, and urgency of the request.

Professionals criteria: track record of professional, company profile and business challenges depending on the nature of the request (career development, company development), quality of documentation, clarity of content, description of the challenge to be addressed and urgency of the request.

Consultancy criteria: to make sure that the request is relevant according to the stage of development / production of the project. It has to be clear that the team



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(producer/director) needs this specific consultancy to improve its projects or to answer some of its needs and/or problems. The selection committee will pay a special attention to the relevancy and coherence of the request.

The selection for the Open Doors Consultancy will be made by a committee composed of international professionals active in the international film industry in different capacities.

9. Follow-up

After the participation in the Open Doors Consultancy program, **the project-holder shall send a written feedback of the received consultation** to the Open Doors team.

We kindly ask to keep the Open Doors team informed about the evolution of the project using the Open Doors "Hotline", available throughout the year by contacting opendoors@locarnofestival.ch. We are especially interested in production status, date of national release, Festival selections (national and international), award nominations and prizes, any details regarding national or international distribution (including agreements with sales agents).

If the project-holder wishes to do so, a mention of the Open Doors Consultancy service can be added to the credits of the completed film.
