



Eligibility Criteria & Guidelines – Focal Personnel Awards 2019

JANE MERCER RESEARCHER OF THE YEAR AWARD

The recipient is an individual Footage Researcher (or team), who has demonstrated outstanding achievement whilst being primarily responsible for the footage research undertaken for a production(s) or project(s) premiered or released during the qualifying year (2018).

Such production(s) or project(s) can include series that have been aired over many years, providing the cited episode was premiered in 2018.

Anyone can nominate any Researcher for this award which is not restricted to FOCAL International members. Nominations can be submitted online.

The Jury will be looking for an individual or team who displayed some or all of the following qualities:

- Depth of knowledge;
- Tenacity;
- Thoroughness;
- Imagination;
- An ability to enhance and protect the integrity of the footage.

The above is not an exhaustive list and the submitter may wish to highlight other areas of exception on the part of the researcher in their application.

Up to **3 credits** during the qualifying year (productions or projects premiered in 2018) can be cited. For each credit a short synopsis and reason for submission will be required. Furthermore, both the Researcher and a representative of the production team e.g. Producer/Director, Production Manager (or similar) is asked to include a supporting statement to cover the following:

Researcher's statement per credit may include the following (minimum 100 words): Explain how:

1. Indicate the level of Archive budget
2. Duration of project / number days worked on the project
3. How many third-party clearances were needed and the level of difficulty
4. Indicate the difficulty of sourcing footage and delivery issues of master material
5. Knowledge and skill employed to seek rarer or underused material
6. Level of involvement in the selection of archive used in the final edit
7. Follow-up administration - level of responsibility or involvement in reporting usage of archive material back to copyright holders.



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Statement from the Production Manager / Director (or similar) per credit may include (minimum 100 words)

Explain how:

1. The Researcher(s) had a thorough understanding of the editorial content and aims of the project, plus the footage found played a vital role in the storylines and the shaping of the production
2. The footage researched addresses the needs of the narrative
3. The footage exceeds the expectation for the topic
4. Every effort has been made to discover original or underused material for the production
5. Material clearances were addressed respecting copyright laws and ownership rights and due diligence / best endeavours were followed if necessary
6. Footage and related information were delivered in a clear and efficient manner.

Supporting visual material of the cited credits will be required. **There is NO submission fee for this category.**

FOOTAGE PERSON OF THE YEAR

The recipient is an individual member of staff working for a library, archive or facility company, which is a member of FOCAL International, and who, over the past year, has shown outstanding skill and dedication in the service of:

- Archive preservation/restoration or;
- Cataloguing/management or;
- Provides consistently outstanding service in supplying content to users or;
- Innovation or work that has had positive contribution to company and/or industry

The above is not an exhaustive list and the submitter may wish to highlight other areas of excellence to the jury.

Nominations can be made by anyone, except the person themselves, but all submissions must include authorisation from the nominee.

A statement (minimum 150 words - maximum 500 words) will be required to detail how the nominee meets the criteria for this award.

Submissions will be shortlisted by the FOCAL International Events & Exhibition Committee, composed of members from the library, facilities and individual membership base. The shortlisted nominees, once announced, will then be voted on by the entire FOCAL International membership list.

There is NO submission fee for this category.



FOOTAGE COMPANY OF THE YEAR

The recipient is a FOCAL International company member organisation, including libraries or agencies, facilities or services provider. For a submission to be shortlisted the entry has to demonstrate how and where the company has introduced a new service, initiative or innovation in the past year (2018).

Such services, initiatives and innovations may include, for example:

- New, or improved services for users;
- Sales and marketing initiatives;
- Cataloguing, preservation or digitisation projects or work that has had a positive impact on the industry

The above is not an exhaustive list and the submitter may wish to highlight other areas of excellence to the jury.

Nominations can be made by anyone, including the company themselves, but in order to be eligible the company nominated must be a paid-up member of FOCAL International. The jury will be looking for evidence that demonstrates how and where the company meet the above criteria and testimonies from the wider industry of the company's positive impact and ambassadorial qualities. In order to make the application process as objective and fair as possible, a further entry form requirement is to provide short testimonials from users or professional associates of the company in question.

A statement (minimum 250 words - maximum 750 words) will be required to detail how the nominated company meets the criteria for this award.

A minimum of 2 and maximum of 4 supporting testimonial statements are required to detail how the nominated company meet the above criteria or can demonstrate other positive successes. The submitter must provide contact details for each industry testimonial.

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There is NO submission fee for this category.

For further information or enquiries please contact:

Madeline Bates
Director of Outreach
madeline@focalint.org
awards@focalint.org