



2012 Supplemental Guidelines for Short Films

Short films are under 15-minutes and connect Kansans with their state; offer insight into significant historical events, people, or consider the legacy of our history in today's world. Successful projects include:

- Local community sponsor (nonprofit)
- In-state filmmaker
- Humanities consultant
- Unique, local Kansas story
- Humanities-based approach
- Public premiere and discussion

The following productions are *not* eligible:

- Taping of conferences, events, or lectures
- Art installations and/or introductory pieces for museums or other institutions
- Docudramas or film dramatizations of literature or history
- Promotional pieces primarily for tourism or economic development
- Film projects for an academic class
- Institutional histories produced and/or partially funded by the institution itself
- Projects that advocate on behalf of a cause
- Projects already in post-production (have completed production)

NOTE: Successful applicants will attend an orientation for filmmakers, humanities consultants, and the sponsoring organization.

Special Guidelines

These guidelines for short films are a supplement to the Humanities Grant guidelines. In preparing a grant application, follow the deadlines and instructions for a Humanities Grant, but be sure to include an attachment to your proposal that answers the specific short film questions listed below.

1. Provide a short description of the **filmmaker or production company**.
 - Confirm the filmmaker is located in-state, post high school, and experienced.
 - Provide a list of the filmmaker's past projects and include **a sample DVD of the filmmaker's work with the final application**. The sample should demonstrate the filmmaker's technical expertise and ability to address humanities content and themes.
2. Provide a **treatment** or one-page narrative of the film story you expect to tell. Why is this story important? Be specific and give examples. Include individuals who might be interviewed for the film, potential locations for filming, and photographs or other materials that will be used to "tell the story."

Special Notes About the Budget

The project budget must follow standard KHC guidelines requiring cost share at least equal to the KHC grant request. Please note that your success in obtaining cash cost share (i.e., donations by

third parties such as foundations, businesses, or individuals) is considered an indicator of the viability of a media project. Be sure to mention the availability of such funds in your budget.

- Federal funds cannot be counted as cost share.
- No grant funds may be used for the purchase of production hardware, such as cameras or editing equipment. The use of major equipment may be donated to the project as cost share.
- If members of the production staff are to be paid with grant funds, please note that compensation levels must be in compliance with the minimum standards established by the Department of Labor (see 29 CFR, 505.3 and 505.5).

Copyright and Distribution

Once KHC approves a media project for funding, the applicant receives an agreement that includes policies on copyright, distribution, credits and other matters. KHC reserves the right to place additional conditions or stipulations deemed necessary or appropriate on a grant award. Unless specifically provided otherwise, the following policies will apply to media projects and to the use of materials produced with KHC grant funds.

1. Ownership, copyright, distribution, exhibition and use rights for all media products developed with KHC grant funds shall be vested in the producer, writer, artist, or other originator of the work.
2. Agree to allow KHC use of the completed film in its FLIKS film discussion program, to post on the website, and for other publicity and promotional purposes. KHC will receive 5 DVD copies with final artwork and 5-10 Promotional Digital Stills. (Grant funds may be requested for the purpose of providing these copies.) KHC reserves the nonexclusive right to distribute or exhibit its copies for noncommercial purposes, as it deems appropriate.
3. The National Endowment for the Humanities reserves a nonexclusive, royalty-free license to use and reproduce for government purposes media materials, including copyrighted matter, produced through KHC grants.
4. All media products developed through a KHC grant, including associated publicity or promotional materials, shall carry a statement indicating that it was funded by the Kansas Humanities Council. There shall also be a disclaimer statement; to the effect that the views expressed in the media product are not necessarily those of KHC or the National Endowment for the Humanities.

QUESTIONS?

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