

FilmOffaly

2025 DOCUMENTARY MENTORSHIP SCHEME – BRIEFING

INTRODUCTION & BACKGROUND

FilmOffaly is Offaly’s Film Commission managed by Offaly County Council’s Arts Office. It was established in 2008 as a mechanism to attract film production into Offaly and to encourage opportunities for indigenous filmmaking, employment and education within the county.

FilmOffaly would like to engage a production company or individual to deliver a Documentary Mentorship Programme to a minimum of four students. Mentees will work together on the production of a short documentary to be based on a subject matter with a strong link to the county.

WHAT WE ARE LOOKING FOR

The final product of this programme will be a short documentary film, length 20 minutes or under, ideally film ready for submission to film festivals. It should be based on a unique and compelling subject matter with a strong connection to Offaly and new footage should be filmed entirely in the county. This will be an inclusive work made by a minimum of four Offaly filmmakers, under the mentorship of the experienced production company.

The filmmakers can deploy a variety of documentary techniques (e.g. interviews, dramatic reconstruction, archival footage) to best serve the subject matter.

WHO ARE WE TARGETING? WHY?

We are currently in receipt of funding from the EU to encourage filmmaking in the county and encourage opportunities afforded by the screen industry. The key aim is to contribute to the local economy and help rejuvenate communities affected by the transition from peat to renewable sources of energy.

We would like to identify and empower emerging documentarians living and/or working in Offaly. This programme should be designed to give an insight into all aspects of film documentary production, instilling mentees with the knowledge, experience and confidence to graduate to work on their own projects.



Rialtas na hÉireann
Government of Ireland



Arna chomhchistiú ag
an Aontas Eorpach

Co-funded by the
European Union



Tionól Reigiúnach Oirthir agus Lár-Tíre
Eastern and Midland Regional Assembly



pobal

government supporting communities

Film Offaly is co-funded by the Government of Ireland and the European Union through the EU Just Transition Fund Programme 2021-2027.



Comhairle Chontae Uíbh Fhailí
Offaly County Council

Mentees will be restricted to County Offaly residents and ideally, we would like some of this intake to come from the communities and families directly impacted by the peat closures.

THE SUCCESSFUL MENTOR(S)

Successful mentor(s) will act as the project leader, lead mentor, and they will have responsibility for the production, overall delivery and budget of the film. They will be working on their own initiative in consultation with FilmOffaly.

The mentor(s) will ensure mentees are paid fairly and mentor(s) will be responsible for subcontracting the mentees to work on the film. The mentees should have a contract with working conditions, fees and training opportunities clearly stated to ensure fair remuneration and conditions.

The Mentor(s) shall arrange, maintain and be solely responsible for the provision of adequate insurance cover. They must also comply with the Safety, Health & Welfare at Work Act 2005 and all relevant and associated legislation, together with GDPR compliance.

Mentor(s) will also need to be tax compliant.

Mentor(s) will need to provide a high-quality digital film suitable for festivals/cinema and a digital film compatible with online streaming and social media. This will also include promotional clips and stills for publicity and social media use.

SUBJECT MATTER

When it comes to subject matter the only rule is that the proposal should have a demonstrable and strong connection to the county. Although our funding is related to the peat closures, the final documentary does not necessarily need to be about the peat industry. We welcome imaginative and diverse subject matter with a good story to tell.

Mentor(s) are asked to outline an initial/rough treatment for the film. These ideas may change upon working with the mentees, but the essential subject matter of the documentary must remain the same as agreed.



Rialtas na hÉireann
Government of Ireland



Arna chomhchistiú ag
an Aontas Eorpach

Co-funded by the
European Union



Tionól Reigiúnach Oirthir agus Lár-Tíre
Eastern and Midland Regional Assembly



Film Offaly is co-funded by the Government of Ireland and the European Union through the EU
Just Transition Fund Programme 2021-2027.

THE PROPOSAL

The lead applicant should put forward a proposal that demonstrates a collaborative approach to the delivery of a short film with a strong element of mentorship, shadowing and hands-on experience. The proposal needs to show inclusion of filmmakers from entry level to expert.

Outline should include a clear mentorship plan detailing how collaboration will be achieved, goals set and a flexible plan to incorporate availability of crew and subjects, as well as any potential hitches to production.

You will also be asked to outline a timeline for the project and outline an open and transparent application process in collaboration with FilmOffaly. The proposal must also outline the criteria for how the mentor(s) selects mentees for inclusion on the programme.

TIME SCHEDULE

The applicant needs to outline a clear schedule, taking into account delivery of a rough cut by end of November 2025 at the latest, and delivery of finalised film with all other documents by end of January 2026 at the latest.

BUDGET

The budget for this programme and resultant film is €15,000.00.

This should be inclusive of all costs, fees, delivery, transport, expenses, post-production and VAT. We will also require a breakdown of all fees to mentees, crew and post-production.

You will be paid in three parts:

- (1) €10000.00 on signing of the contract to cover initial training and production.
- (2) €2500.00 on delivery of a rough cut.
- (3) €2500.00 on delivery of final film and submission of final documentation as set out in the contract.

In addition, FilmOffaly will enter the finished product into the Galway Film Fleadh for 2026 and so will cover the application fee accordingly.



Rialtas na hÉireann
Government of Ireland



Arna chomhchistiú ag
an Aontas Eorpach
Co-funded by the
European Union



Tionól Reigiúnach Oirthir agus Lár-Tíre
Eastern and Midland Regional Assembly



pobal
government supporting communities

Film Offaly is co-funded by the Government of Ireland and the European Union through the EU Just Transition Fund Programme 2021-2027.



Comhairle Chontae Uíbh Fhailí
Offaly County Council

ASSESSMENT AND CRITERIA

This is a competitive process, and your proposal will be assessed using the following criteria;

- Proven track record of delivery of quality films to strict time frame, both as a production company and individual in that production company. (Extensive experience is required)
300 marks
- Proven track record of mentoring other film professionals - **200 marks**
- Compelling subject matter and an innovative approach to the brief, both on a standalone basis, and with reference to other competing applicants - **200 marks**
- Feasibility of the proposal with particular emphasis on submitted budget - **300 marks**

CONTRACT CONDITIONS

- The successful applicant will be required to enter into a formal contract with Offaly County Council before any work commences.
- Evidence of appropriate insurances will be required prior to project commencement, insurances must indemnify FilmOffaly/Offaly County Council and cover all members involved in the making of the film.
- Evidence of up-to-date tax compliance (tax clearance cert) will be required before commencement.
- All work activities must be carried out in accordance with Health and Safety Guidelines and Acts. The successful applicant will be responsible for providing a Health and Safety assessment /statement, risk assessments and Health and Safety compliance for the project
- The successful applicant will be required to provide regular updates to Offaly County Council
- Offaly County Council/FilmOffaly will not be liable for any other expenses incurred by the applicant
- Artists please note: Offaly County Council is subject to the Freedom of Information Act, 1997. If you provide information in the Proposal which you consider to be of a commercially sensitive nature, please clearly indicate this in your Proposal.



Rialtas na hÉireann
Government of Ireland



Arna chomhchistiú ag
an Aontas Eorpach

Co-funded by the
European Union



Tionól Reigiúnach Oirthir agus Lár-Tíre
Eastern and Midland Regional Assembly



pobal

government supporting communities

Film Offaly is co-funded by the Government of Ireland and the European Union through the EU
Just Transition Fund Programme 2021-2027.



Comhairle Chontae Uíbh Fhailí
Offaly County Council

- The filmmakers while retaining copyright does not retain any property rights to the artwork once payment is made.
- The successful applicant will be required to ensure that any work that brings them in contact with children meets their obligations under the Children First Act 2015. They will also be required to adhere to Offaly County Council Child Protection Policy and Offaly County Council Arts Service Child Safety Statement.

SUBMISSION & PROPOSAL

Please submit the following by **Thursday 8th May at 12.00 PM**

- A cover letter
- Resume of Production Company and individual responsible for project.
- Detailed proposal and schedule for the film
- A clear mentorship programme.
- A detailed budget
- A clearly defined concept and artistic vision for the subject matter.
- Referees of previous clients and mentees
- Links to recent work

Please email your application to Darren Lee (Film Resource Officer) dlee@offalycoco.ie - Note send as **one pdf document and keep email below 5mb** in size as our firewall rejects large emails. If email is going to be oversized, please contact us in advance for a link for secure upload.

All requests for clarification or further information in respect of this commission should be submitted by email to Darren at dlee@offalycoco.ie



Rialtas na hÉireann
Government of Ireland



Arna chomhchistiú ag
an Aontas Eorpach

Co-funded by the
European Union



Tionól Reigiúnach Oirthir agus Lár-Tíre
Eastern and Midland Regional Assembly



pobal

government supporting communities

Film Offaly is co-funded by the Government of Ireland and the European Union through the EU
Just Transition Fund Programme 2021-2027.



Comhairle Chontae Uíbh Fhailí
Offaly County Council