

Grant Programme for Japanese Film Screening Projects in the UK 2016 – 2017 Guidelines / Instruction

1. Purpose of this programme

In order to encourage the understanding of Japan, and increase the general public interest towards Japan through good but lesser-known Japanese films to be screened outside Japan, the Grant Program for Japanese Film Screening Projects in the UK is designed to give financial support to those who are planning to organise film festivals or film screenings that will take place and be completed in the UK **between April 2016 and March 2017** (*i), and which will give prominence to Japanese films. (*ii)

**i As the Japan Foundation run this programme on a financial year basis and needs to close our account by the end of March 2017, it is best advised that the project should finish by mid-March 2017 in order for us to be able to release our grant. Please consult us before sending us the application should your project be likely to fall in March 2017.*

**ii The definition of Japanese film here is either works created by Japanese directors, or otherwise those that involve Japanese staff /cast and are mainly spoken in Japanese.*

2. Who can apply to the programme?

Film festivals or non-profit organisations in the UK that wish to screen a substantial number of Japanese films for non-profit purposes. Foreign governments and international organisations to which the Japanese government makes financial contributions are not eligible for this grant programme. Individuals are not eligible to apply.

Although applications will still be accepted, please note that those organisations that have received our grant three times in the past three consecutive years through the same programme are not qualified to receive our grant this time, unless the Japan Foundation believes there is a compelling reason for them to continue receiving such support. This rule does not apply to applicants who have in the past received our grant for three years running but did not receive it last year.

3. How much can the grant be?

The amount allocated will depend on the size of the Japanese film screenings and impact that they can make upon the wider public. The maximum grant will be no more than £1,500 per project. Higher priority may be given to projects with a higher proportion of Japanese films included and those screening projects that take place outside London where Japanese films are rarely available.

4. How can the grant be used?

This grant can be used to cover cost items related to the Japanese film screening(s) that fall under the following categories:

- a) Film shipping costs: the cost of transporting (domestic or international, return or one-way) the Japanese films, including customs fees in the UK, to the project venues within UK.
- b) Travel expenses: for Japanese directors or critics relevant to the festivals and screening projects, invited by the organiser
- c) Screening fees: All/part of screening fees (licence fees paid to distributors) for the Japanese films.
- d) Production costs for subtitling: if a Japanese film is considered to be in great demand in the future but it is not accompanied by subtitles, our grant can be used to cover the costs of the translation of the script and printing the subtitles onto the film.
- e) Catalogue costs: All/part of the production costs of the festival catalogue but not marketing materials such as flyers etc.

Please note: venue and equipment hire are not eligible.

5. When can we receive our grant?

The grant is paid by cheque retrospectively to the applying organisation's bank account in the UK, only upon project completion and upon receipt by the Japan Foundation of a Final Report, along with payment proof of the cost items which the Japan Foundation has agreed to cover with our grant. (*iii)

**iii The proof of payment should be objective such as receipts, a copy of grantee's bank statement, showing the payment was made, or remittance advice from the grantee's trading bank. Invoices only are not sufficient as proof of payment.*

6. When and how to apply?

There is no specific deadline. Please however complete the application form available from the Japan Foundation London, and return it to us by post at least two months before the start of your project, in order for us to assess your application in good time. Your application must contain the information which is as close to accurate to the final plan for your project. We will try to give you our answer within 6 weeks after receiving your application although please note that it may take longer to get back to you.

7. Other remarks

This grant cannot be used to support completed projects or those that have already commenced.

The grant amount awarded may be decreased if the size of the project, relevant to the Japanese film screening, has been reduced. There are no conditions in which the grant amount awarded will be increased.

The Japan Foundation cannot be responsible for securing prints the applicants wish to screen nor obtaining screening permissions from the relevant distributors on their behalf.

The Japan Foundation will not support projects which are organised for political or religious purposes. We also retain the right to refuse our support if the project is deemed to wrongly and purposefully distort the image of Japan.

The Japan Foundation may keep applicants' contact details for the purpose of notifying them of our future activities and will be obliged, under Japanese law, to disclose the contents of the application, if publicly demanded.

For further information and an application form, please contact:

Junko Takekawa, Senior Arts Programme Officer

Tel: 020-3102-5020 Fax: 020-3102-5022

E-mail: junko.takekawa@jpf.org.uk

The Japan Foundation, London