

MINI MOVIES PROGRAMME 2025

CALL-OUT BRIEF



CALL FOR PROPOSALS

Offaly County Council Arts Office is currently seeking proposals/quotations from Professional Film Facilitators for the delivery of a six-day programme of film workshops to schools in Offaly. The programme will consider either animated or live action.

WORKSHOPS

Please find below a few details about the workshops that may help your proposal and quotation:

Time of Year:

- Delivery in February - March 2025: exact dates are to be arranged directly with school

Schools:

- 1 Secondary School in Offaly - Delivery to Transition Year Students (40 students or less)
- 2 Primary Schools in Offaly– Delivery to 5th/6th Class (30 students or less per school)

Workshops

- 2 Full days in Secondary School, 2 full days per primary school each

Budget:

- Between €4000-5000 – to include travel, materials, facilitation fees (This is an educational project so VAT is not applicable)
- Payment in two instalments of 50% - At the start and on delivery of agreed films.

OUTCOME

1. Completed/edited high quality short films (less than 5min each), delivered by June 2025.
2. Social media quality copies of films.
3. The mini movies will premiere at OFFLine Film Festival in October as part of the festival programme; the attendance of the facilitator filmmaker(s) will be desirable during the premier

PROPOSAL

CLOSING DATE FRIDAY 17TH JANUARY 2025 @ NOON

If you are interested, please email the following in **one pdf** document to arts@offalycoco.ie :

- **A CV/Resume** detailing your experience to date and links to similar workshops
- **A Proposal** detailing your plans for the workshops
- **Your proposed budget**, please include your daily rate, plus any other expenses.

Emails over 5mb in size will be stopped by our spam filter. If you are intending to send a large e-mail please email us for an upload link)

ASSESSMENT CRITERIA

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| • Quality of Submission | 25% |
| • Experience of delivering similar workshops. | 25% |
| • Quality of art experience for the children. | 25% |
| • Innovative Workshops/performances | 25% |

NOTE

- The film facilitator is required to hold a tax clearance number and access number
- The film facilitator is required to have their own transport
- It is the policy of Offaly County Council that those working with children must have undertaken appropriate child safeguarding training.
- All artists contracted will be asked to read our child safeguarding policy
- **GDPR:-** All information collected is for the purpose of evaluating your proposal for our Mini Movies Programme 2025. The information is securely stored digitally within the Arts Office and only accessed by Arts Office personal and the members of the evaluation board. For further information on our GDPR policy please email

If you have any queries please do drop an email to arts@offalycoco.ie