APPROVED

Order

Ministry of Culture

Of the Republic of Belarus

2024 № \_\_\_\_

INSTRUCTION

on the procedure for organizing and holding the XXVII International Animated Film Festival

"Animaevka-2024"

1. This Instruction defines the procedure for organizing and holding the International Animated Film Festival "Animaevka" (hereinafter referred to as the festival).

2. The organizers of the festival are the Ministry of Culture of the Republic of Belarus, the Mogilev Regional Executive Committee (hereinafter referred to as the organizers of the festival).

3. The festival is held in Mogilev and Mogilev region   
from September 25 to 27, 2024. Cultural events within the framework of the festival (hereinafter referred to as events) can be held, including in the online mode of the global computer network Internet (hereinafter referred to as the Internet).

Information about the festival is posted on the Internet, on the websites and social networks of the Ministry of Culture of the Republic of Belarus, the Mogilev Regional Executive Committee, the Mogilev Regional Production Unitary Enterprise "Kinovideoprokat" (hereinafter referred to as the Enterprise), print media within a period determined by the organizers, and must contain information about the time, place and procedure of the festival.

4. The objectives of the festival are:

demonstration and popularization of the best achievements in the field of animated films, visual arts and decorative arts;

development and strengthening of international cultural ties;

identification and support of talented children and youth, development of their creative abilities;

the organization of cultural leisure and the formation of aesthetic values in society.

5. The festival is attended by representatives of the Republic of Belarus and foreign countries.

6. To manage the organization and conduct of the festival, an organizing committee (hereinafter referred to as the organizing committee) is created, the nominal composition of which is approved by the order of the Ministry of Culture of the Republic of Belarus.

7. The organizing Committee is formed from representatives of the organizers of the festival, public authorities and other organizations (with the consent of their leaders), citizens, including individual entrepreneurs participating in the organization and holding of the festival.

8. Members of the organizing committee exercise their powers on a voluntary basis.

9. Organizing Committee:

9.1. directly manages the preparation   
and holding of the festival;

9.2. considers and approves:

the list of the festival's honored guests;

the festival program;

symbols of the festival, samples of awards;

9.3. cooperates with interested organizations on the preparation, holding of the festival and its coverage in the mass media;

9.4. defines the types and forms of information and advertising support for the festival;

9.5. makes proposals on the cost estimates of the festival for consideration by the organizers;

9.6. solves other issues related to the organization and holding of the festival.

10. A meeting of the organizing committee is considered competent if at least two thirds of its members are present.

The decision of the organizing committee is made by open voting   
and is considered adopted if more than half of the members of the organizing committee present at the meeting voted for it*.*

The decision of the organizing committee is formalized by a protocol, which is signed by the chairman of the organizing committee.

11. The participants of the festival are:

members of the organizing committee, jury, expert commission;

persons participating in the festival as contestants;

representatives of the mass media;

collectives of artistic creativity, individual performers, other creative workers and their accompanying persons;

guests of the festival, winners of competitions of previous festivals, representatives of animation studios (persons with official invitations from the organizers or the organizing committee of the festival);

other persons involved in the organization and holding of the festival.

12. The festival participant (members of the organizing committee, jury, expert committee, guests of honor) receives a set of printed materials, including the festival program, a booklet and a corresponding badge.

The badge is a pass to the events of the festival. The transfer of the badge to other persons is not allowed and entails the deprivation of the status of a participant of the festival.

13. The festival may include screenings of films of competitive and non-competitive programs, presentations, creative meetings, master classes, including online, opening and closing ceremonies of the festival and other cultural events.

14. Within the framework of the festival:

14.1. **animated film contest**

**competition** (age category of contestants from 18 years) in 13 nominations:

"The best animated film of the festival" (Grand Prix);

"The best animated film for adults";

"Best Experimental Animated Film";

"The best pictorial solution of an animated movie";

"The best screenplay of an animated film";

"Best Director of an animated film";

"The best sound decision of an animated film";

"The best debut animated film";

"The best student animated film";

"The best animated film for children";

"The best animated series";

"The best Belarusian animated film";

"The best patriotic animated film";

14.2. **children's animation creativity contest** (age category of contestants up to and including 17 years) in 9 nominations:

"Best Animated Film created by children";

"The youngest creator of an animated film";

"The best screenwriting work";

"The best sound solution of an animated film";

"The most informative animated film";

"The kindest animated film";

"The best Belarusian animated film";

"The best patriotic animated film";

"Best Animated Film Artist";

14.3. **contest of children's fine art and decorative-applied art** (age category of contestants from 5 to 17 years inclusive) in 2 nominations:

"Fine art": 5-10 years, 11-17 years;

"Decorative-applied art": 5-10 years, 11-17 years.

15. To participate in the festival, you must send:

15.1. in contestof animated films and children's animation art to the email address: animaevka.mogilevkino@gmail.com until July 1, 2024:

application form according to Appendix 1 or 2 to this Instruction;

a copy of an animated film (duration – up to 39 min.) created during the last three years, including the year of the festival (2022-2024)*,* which wasn’t previously announced for participation in the festival. The film must contain subtitles in English;

materials for the catalog: photo of the director, title of the film, country and year of production of the film, duration, annotation to the film, frames from the film in the amount of 3 pieces;

15.2. in the contestof children's fine arts and decorative arts to the postal address: Republic of Belarus, 212030 Mogilev, Leninskaya street, 47 or e-mail address: animaevka.mogilevkino@gmail.com until July 1, 2024:

application form according to Appendix 3 to this Instruction in two copies (one copy is attached to the back of the work);

drawings on the theme of animated films (A-4, A-3 format, technique of execution at the participant's choice); decorated in a white mat 5 cm;

works on the theme of animated films made of clay, straw, paper, leather, fabric, beads and other materials;

a document (copy) on the payment of the application fee for participation in the competition.

Creative works of participants from foreign countries can be submitted to the competition in the form of photographs. The image of the work must occupy at least 70% of the photo. Information indicating the size of the work must be sent along with the application.

Collective works don’t participate in the competition.

16. The application fee for participation in the contest of fine arts and decorative-applied art is 10 (Ten) Belarusian rubles per participant. If the work is not submitted and the application fee is available, the fee will not be refunded.

Application fees are paid to the settlement account of the Company BY57BPSB30123114320199330000 in the regional directorate No. 600 in the Mogilev region of JSC "Sber Bank", BIC BPSBBY2X ANP (account number of the payer) 700015223.

17. The cost of sending copies of animated films, videos, drawings, works, as well as all delivery costs are paid by the person submitting the application for participation in the festival.

18. The selection of animated films for participation in competitions of animated films and children's animation creativity is carried out by an expert commission after viewing animated films submitted for participation in the festival.

The expert commission review films before the start of the festival in a distance form, the meeting of the commission is held online and is considered competent if at least two-thirds of its members are present at it.

The decision of the expert commission is made by open voting and is considered adopted if more than half of the members of the expert commission present at the meeting voted for it. In case of equality of votes, the decision for which the chairman voted is taken.

The decision of the expert commission is formalized by a protocol, which is maintained and signed by the secretary.

19. Preliminary selection of drawings, works sent for participation in competitions of children's fine and decorative-applied art isn’t carried out.

20. The jury of the festival view films before the start of the festival in a remote form, the evaluation of films at the meeting in the online mode. The jury evaluates the works of the children's fine arts and decorative arts competition at the place(s) determined by the Enterprise.

21. The winners of the contestare determined by the festival jury in the respective nominations.

The decisions of the jury are made at the meetings and are drawn up in minutes.

The jury is competent to make a decision if at least two thirds of its approved membership are present at its meeting. The decision is considered accepted if more than half of the jury members present at the meeting voted for it. In case of equality of votes, the decision for which the chairman voted is taken.

The jury's decisions are final and not open to review and appeal.

22. The assessment of the festival jury is carried out according to the following criteria:

22.1. in competitions of animated films and children's animation creativity:

the artistic level of animated films;

the originality of the creative idea and the content of the plot;

the presence and disclosure of the film's theme;

technical skill;

the moral and aesthetic level;

22.2. in the competition of children's fine arts and decorative-applied creativity:

the originality of the author's idea, plot;

artistic performance;

aesthetic appeal;

possession of means of artistic expression.

23. The members of the jury of the festival during the contestrefrain from public assessments of animated films, drawings, works in the media.

24. The participants of the festival (members of the expert commission, jury, honored guests) are provided with food, accommodation and payment for travel to the venue of the festival and back to their place of residence.

25. Remuneration may be paid for the services rendered:

members of the jury and the expert commission;

invited persons for conducting master classes, presentations, creative performances and other cultural events.

26. Authors of animated films admitted by the decision of the expert commission to participate in contest, as well as participants of children's fine arts and decorative-applied creativity contests who didn’t take prizes, are sent electronic certificates for participation.

27. The winners of the festival are awarded:

27.1. diploma, prize of the festival "Big Pencil" – in the competition of animated films according to the nominations specified in subparagraph 14.1 of paragraph 14 of this Instruction;

27.2. diploma, prize of the festival "Small Pencil" – in the contest of children's animation creativity according to the nominations specified in subparagraph 14.2 of paragraph 14 of this Instruction;

27.3. diplomas of the laureate of the I, II, III degree, valuable gifts – in the competition of children's fine arts and decorative-applied creativity according to the nominations specified in subparagraph 14.3 of paragraph 14 of this Instruction.

28. The jury of the festival, may decide to award a person who has made a significant contribution to the development of animation with the diploma "Master of Animation" with the award of the prize "Big Pencil".

29. By the decision of the festival jury, the participants of the competitions may be awarded incentive diplomas: in each competition not more than 3 pieces.

30. The winners, in accordance with paragraphs 27, 28 of this Instruction, the participants of the festival, awarded with incentive diplomas, honorary guests of the festival are awarded flowers.

30.1. Expenses related to the organization and holding of the animated film competition and the children's animation creativity competition related to accommodation and meals, advertising campaign, production of printed materials, production of prizes for the winners of the festival, payment of valuable gifts to the winners of the festival, flowers, purchase of flags of the countries participating in the festival, expenses for the decoration of the stage, thematic design of cinemas, production of photo zones, technical support of sound and lighting equipment, expenses for the organization of special effects, the cost of purchasing frames for diplomas, providing, if necessary, a guide-translator, the cost of an interpreter to translate instructions, to create promotional videos, the cost of maintaining sanitary order in the venues of the festival, the purchase of stationery for the jury and master classes, an excursion program, photo, video, directing-production costs, expenses for the payment of remuneration to leading and creative teams, the cost of sending diplomas, prizes and valuable gifts to the winners of the festival are provided for in the cost estimates.

31. The funds received as a result of payment of application fees for participation in the competition of children's fine arts and decorative arts within the festival are used to finance the costs associated with the acquisition, stationery, souvenirs, rental of necessary premises, payment for meals, accommodation, travel, remuneration to members of the jury of the competition.

32. The persons participating as contestants of the festival transfer to the Enterprise, free of charge, the exclusive right to each film during the festival and after its completion within the framework of the Echo Animation programs.

In order to popularize the festival movement, authors (creators) of animated films, films can be used by the Enterprise for commercial and non-commercial public film screenings of the Echo Animaevka-2024 programs from October 15, 2024 to October 15, 2025 in cinemas (cinemas), on television platforms of the Republic of Belarus and other countries.

33. Financing of the expenses for the organization and holding of the festival is carried out at the expense of the republican budget funds provided for the holding of cinematographic events, at the expense of the regional budget funds provided for the holding of centralized cultural events to the Enterprise, application fees, as well as other sources not prohibited by law.