



TOYO UNIVERSITY



TOYO GEM STONE



**Toyo  
International  
Film Festival**

# Guidelines

Toyo International Film Festival 2022

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# Overview



Following the success of last year's inaugural Toyo International Film Festival, we are very proud to announce our second event this year with the theme of "HOPE".



# About

## ***Toyo International Film Festival: A Cross-Cultural Platform***



Using film as a medium that transcends borders, Toyo International Film Festival aims to create a brand new cross-cultural platform, where everyone's unique voices are heard loud and clear.

Members of Toyo University and its partner universities worldwide are invited to participate and share their voices by submitting their original short films. The Festival will consist of two programs: a Collaborative Movie and a Short Film Competition.

Nominated works will premiere at Toyo University's Inoue Enryo Hall on December 10, 2022. The main event will be live-streamed on Youtube.




# The Team Behind The Event: Toyo GemStone (TGS)

Toyo International Film Festival is organized by Toyo GemStone (TGS). TGS is a student group at Toyo University that bridges Toyo with the international community by promoting cultural exchange and international student support.



# Eligibility

Toyo International Film Festival accepts submissions from the Toyo community and our partner institutions. Specifically, the individual group participants who wish to submit their works should fall under one of the following categories:

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- 1 Toyo University undergraduate and graduate students (domestic and international)**
  - 2 Students from Toyo University's partner institutions**
  - 3 Faculty members and office employees related to the above institutions**

Upon the submission of their work, one representative of each team (either individual or group participants) will be asked to provide their personal information. The personal information that is collected from TIFF will be used solely for the purpose of identity verification.

Both individual and group participants from partner institutions are required to have a supervisor who is a faculty member or an office employee. The supervisor must be affiliated with Toyo University or its partner institution(s). Please fill in the contact information for the supervisor in the application form (page 10). Once the submission of the work has been received, the organizer will send an email to the supervisor confirming the enrollment of the student, and the application will be officially completed when the supervisor replies to the email.

\* To check your institution's eligibility, please see the Toyo University Official Website ([toyo.ac.jp/international-exchange/ipo/agreement/](http://toyo.ac.jp/international-exchange/ipo/agreement/)).

THIS YEAR'S THEME:

# HOPE



***In the midst of all the challenges we face, the world needs more HOPE.***

With all the troubles that surround us now, from the pandemic and wars that dominate the news, to the crises we have faced for years, such as poverty, hunger and inequality, we often feel helpless. However, we must remind ourselves how resilient and resourceful we can be as long as we have hope.

With this year's theme of "Hope", we wish to highlight the aspirations of mankind and our unfaltering efforts to not just survive but also to build a better world.

No obstacle is too big, and no victory is too small. Let's celebrate the power of hope by sharing our stories of overcoming obstacles in our lives.



# Program



Toyo International Film Festival 2022 will accept submissions for the Short Film Competition. Please check the details of the timeline, submission process, evaluation criteria, submission requirements, and copyright policy (page 12).

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## Short Film Competition

The Short Film Competition is open to individuals and groups who meet the eligibility requirements outlined on page x. Based on this year's theme, HOPE, filmmakers are expected to submit a short film showing what HOPE means to them, a figure of HOPE in their daily lives, or their HOPE for the world and humanity. Submissions are not limited to any particular genre, so filmmakers are free to choose whatever genre they see fit from drama to fantasy, from comedy to documentary.

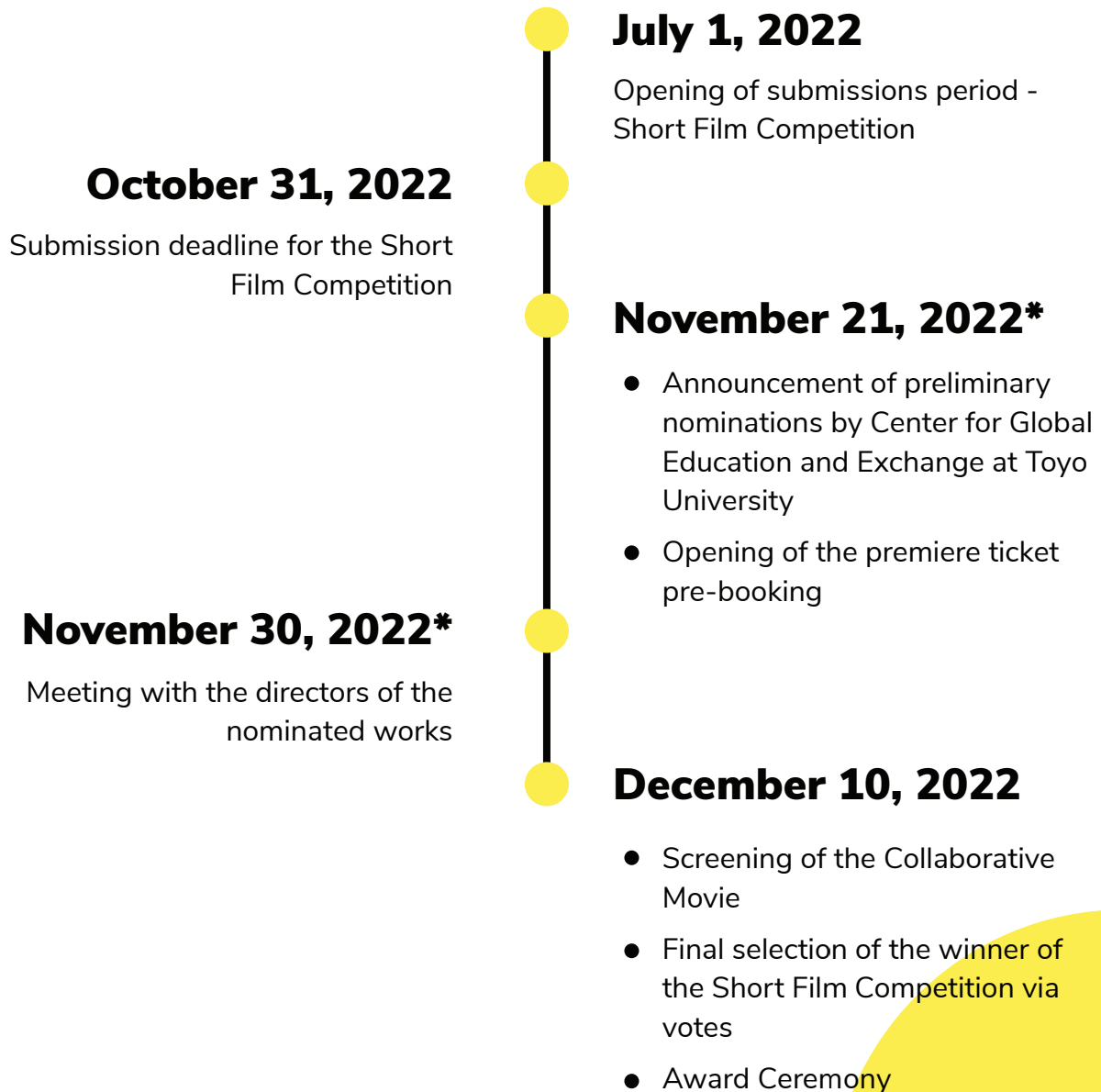
The nominated works will premiere on December 10, 2022. The winner will be determined via the votes of real-time attendees and the judges. All the submitted works will be archived on the TIFF website publicly after the premiere.

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## Collaborative Movie: HOPE for a Better World

In an effort to promote the SDGs, a selected number of partner institutions will work with students from Toyo University to create a Collaborative Movie titled “HOPE for a Better World”, which will showcase students or alumni from each respective university whose work contributes to achieving one of the SDGs. The movie will premiere on December 10, 2022. The final Collaborative Movie will be publicly available on the TIFF website after the premiere.

# Timeline



\* Tentative



# Submission Procedure



- 1** Create a shareable folder on a cloud service (Google Drive, Dropbox, Onedrive, etc)\* that contains a digital copy of your film and a thumbnail. Your folder name should be (TIFF2022\_University Name\_Your Film Title).
- 2** Fill in the information on the following application form ([bit.ly/tiff-application](https://bit.ly/tiff-application)). Paste your file-sharing link onto the form. You need a Google account\* to submit your work.
- 3** After receiving your video submission, the organizers will check the video file and send a confirmation email of your submission within 2-3 working days.\*\*

## APPLICATION FORM



- \* Please double-check the shareable link. The organizers do not hold any responsibility for the quality changes or absence of required files upon your submission of works via cloud services.

Prospective participants who experience technical difficulties with the Google Form will be asked to submit the video and thumbnail directly via email ([toyo.gemstone.official@gmail.com](mailto:toyo.gemstone.official@gmail.com)). Please complete the application form manually and include it in the email.

- \*\* If you have not received any email from us after three days, or have any difficulties submitting your work, please contact us via email ([toyo.gemstone.official@gmail.com](mailto:toyo.gemstone.official@gmail.com)) as soon as possible.



# Submission Requirements

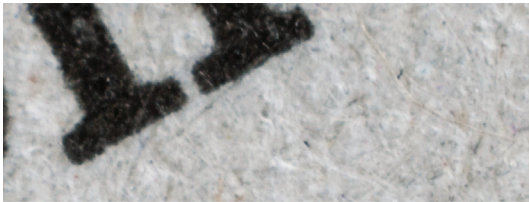
## General Requirements

- The film must be in accordance with the purpose of this project and follow the theme.
- The film must be 5 to 7 minutes long.
- The film's language must be English. If your film's main language is another language, please integrate (burn-in) English subtitles into it.
- The file's title must follow this format: [TIFF2022\_Your film title\_Film].
- The film must not have been previously submitted or cross-posted on another platform.
- The film must be submitted together with the thumbnails and the complete descriptions. The nominated work will be featured on the poster, webpage, and promotion materials.
- Only submissions in the form of digital data will be accepted.
- Please submit all the required items no later than 23:59, October 31, 2022, Japan Standard Time(JST). Late submissions will not be accepted.

## Technical Requirements

- The film must be in either MOV or MP4 format.
- The film must contain all the corresponding audio, video, and subtitles in a single file.
- The file size of the film must not exceed 5GB.
- The resolution of your submitted file must NOT be more than 1920x1080px to ensure technical smoothness during the live stream.
- The film should be rendered in high-quality video and audio (Codec format: H.264 high profile for video, low complexity AAC for audio).

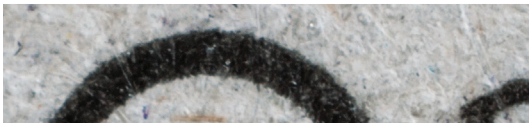
# Copyright policy



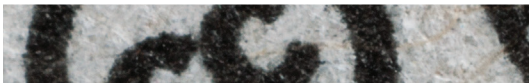
The entrants retain the copyrights of the film(s) they submit. However, entrants agree to grant the event organizer non-exclusive rights to utilize all or part of the film for the sole purpose of managing the festival without any additional compensation.



These rights include, but are not limited to, Right of Reproduction, Right of Rental, Right of Screen Presentation, and Rights of Adaptation.



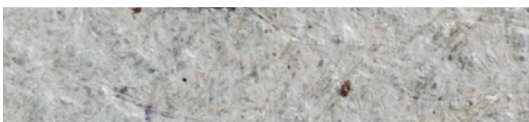
In case the film contains any copyrighted music, sounds, or images, it is the sole responsibility of the film's creator to comply with all relevant licensing regulations.



Entrants who use copyright-free material must obey its terms of use.



If the film does not adhere to all of the requirements listed above, the organizer may pull the entree from the selection process without notice.



Even if a film meets the rules above, the organizer may eliminate a film from selection if the contents are not suitable for the purpose of this festival.



The entrant is solely responsible for any problems or disputes regarding the copyright(s) of the submitted film. TIFF does not hold any corresponding responsibility.

# Evaluation Criteria



## Originality

How original or unique is the premise or story?



## Story

Does the film have a clear narrative that draws the audience's attention and is relatable to viewers?



## Cinematography

How good are the composition, lighting, camera angles, framing, etc.?



## Score/Music

Is the score/music suited to the film and does it help propel the narrative?



## Message

How well does the film convey the message of HOPE?



## Entertainment Value

Does the story keep the viewers' attention? Is it fun, engaging, or thought-provoking?

**5 points each / Max. 30 points**





# Awarding

The nominated films will be screened at Toyo University's Inoue Enryo Hall on the day of the event. All submissions will be posted on social media at a later date. The awards will be determined by the votes of the attendees and guest judges on the day of the premiere. **Three selected works will be awarded a trophy, together with a small token of appreciation.\***

\*The details of the prizes will be announced later.



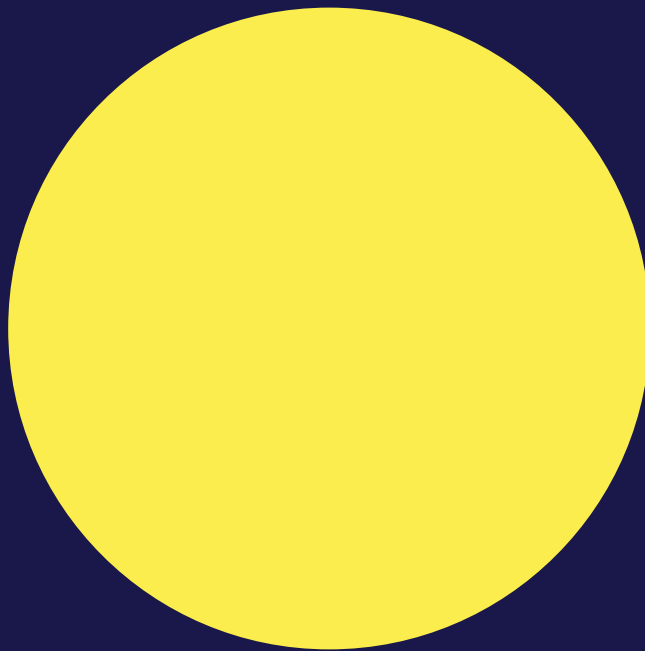
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Please visit the Toyo International Film Festival Official website for up-to-date information about the submission, bookings for the premiere, and our COVID-19 precautions.

If you are unable to join us in person, please join our grand premiere (December 10, 2022, 12:30 pm, Japan Standard Time) live stream on the TGS Youtube channel ([youtube.com/c/ToyoGemstone](https://youtube.com/c/ToyoGemstone)).

If you have any questions about the event, please do not hesitate to contact us ([toyo.gemstone.official@gmail.com](mailto:toyo.gemstone.official@gmail.com)).



# Toyo International Film Festival



[tiff-toyo.jp](http://tiff-toyo.jp)



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Toyo Gemstone



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[toyo.gemstone.official](https://www.instagram.com/toyo.gemstone.official)