Terms & Conditions:

Kent Community Foundation's

"Community in Focus" Photo Competition

By submitting a photo to the Kent Community Foundation's "Community in Focus" Photo Competition, you agree to the following terms and conditions.

# 1. Eligibility

This competition is open to all registered charities, Community Interest Companies (CICs), and community and voluntary groups based in Kent and Medway with an annual income of less than £3 million.

The submitting organisation does not need to have been previously supported by Kent Community Foundation.

Photos must be submitted by an individual associated with the organisation, such as a volunteer, trustee, staff member, supporter, or beneficiary. The individual’s name can be included with the organisation's name on the submission.

# 2. Submission Guidelines

Entries must be submitted through the official online form during the submission period: **11th September 2025 – 31st October 2025.**

There is no limit to the number of photos an organisation can submit.

**Photo Requirements:**

* Photos must be in high-resolution JPEG or TIFF format (minimum 300dpi, minimum file size 1MB).
* Photos must be original and taken by someone associated with the submitting organisation.
* No stock photos or AI-generated images are permitted.
* Photos must not contain watermarks, signatures, or borders.

**Photo Description:** Each photo must be accompanied by a short description (50-100 words) explaining how the image represents the theme of "Community in Focus" for your organisation.

**Consent:** It is the responsibility of the entrant to ensure that explicit consent has been obtained from any identifiable individuals featured in the submitted photos.

* This includes parental or guardian consent for any children or vulnerable adults.
* You must be able to provide proof of consent upon request.
* By submitting a photo, you confirm that you have secured the necessary consent for Kent Community Foundation to use the image for promotional purposes, including on our website, in publications, and on social media.
* A tick box option to confirm consent will be provided on the submission form.

# 3. Usage Rights & Intellectual Property

By entering the competition, you grant Kent Community Foundation a non-exclusive, perpetual, royalty-free license to use, reproduce, and display the submitted photos in connection with the competition and the promotion of our work.

This includes, but is not limited to, use on our website, in newsletters, on social media channels, in print materials, and at physical exhibitions.

The copyright of all submitted photos will remain with the original photographer. Whenever possible, the photographer and the submitting organisation will be credited.

By entering the competition, you agree to Kent Community Foundation using your details to process your entry. Your details will not be used for marketing purposes.

# 4. Judging & Prizes

Entries will be judged based on:

* **Relevance to theme:** How well the photo represents "community."
* **Visual impact & creativity:** The photo's composition, storytelling, and engagement.
* **Storytelling:** The effectiveness of the photo description.
* **Technical quality:** Clarity, lighting, and resolution.

The judging panel's decision is final. No correspondence will be entered into regarding the judging process or the results.

**Prizes:**

* **Overall winner:** A professional photography session (worth approximately £400) and £200 donation to the charity or community group.
* **Two runners-up:** £200 donation to each charity or community group.

Payments can only be made to a charity or community group bank account.
Prizes are non-transferable and no cash alternatives will be offered.

# 5. Disqualification

Kent Community Foundation reserves the right to disqualify any entry that does not comply with these terms and conditions, that we believe to be in breach of copyright, or if the necessary consent for individuals cannot be provided.

Any breach of these terms may result in the forfeiture of prizes.

# 6. Data Protection & Privacy

1. **What we collect**
When you enter the competition, we collect the following personal data:
	* Entrant details (name, email address, phone number, organisation name and type, organisation income band, organisation website, and district).
	* Information about your photo (location, date taken, description, and chosen theme).
	* Your submitted photo(s), which may include personal data if individuals are identifiable.
2. **Why we collect it**
We use this information to:
	* Administer and manage the competition.
	* Contact you regarding your entry.
	* Promote the competition and Kent Community Foundation’s charitable work (where photos are selected for use).
	* Comply with legal obligations.
3. **Lawful basis**
The lawful basis for processing your personal data under the UK GDPR is **consent**, which you provide when submitting your entry and agreeing to these Terms and Conditions.
4. **Who can access your data**
	* Kent Community Foundation staff involved in managing the competition.
	* External judges (for judging purposes only).
	* Communications partners and platforms (e.g., website, social media, printed materials) where winning or selected photos are published.
5. **How long we keep your data**
	* Competition entries will be retained until the end of the competition (November 2025).
	* Winning and selected photos, and the entrant’s name/organisation, may be retained for up to **5 years** for promotional and archival purposes.
	* Non-selected entries will be securely deleted within **6 months** after the competition closes.
6. **Your rights**
Under the UK GDPR, you have the right to:
	* Access your data.
	* Request correction or deletion.
	* Withdraw consent at any time (this will stop future use of your photo, but it may not be possible to remove content already published).
	* Complain to the Information Commissioner’s Office (ICO) if you are unhappy with how your data is handled.
7. **Contact**
For any queries or to exercise your rights, please contact admin@kentcf.org.uk

# 7. Contact

If you have any competition-related inquiries or technical difficulties with your submission, please contact Hannah Hayfield at hannah@kentcf.org.uk.