

FAN Film Exhibition Fund Project

Application 2023-24

The FAN Film Exhibition Fund 2023-4 **is only accessible by Film Hub South West members.**

If you are not already a member, visit [https://watershed.co.uk/filmhub/membership/t](https://watershed.co.uk/filmhub/membership/)o find out more and apply.

Please read the full guidelines before making an application to ensure your activity fits the eligibility criteria and investment priorities outlined. Full guidelines: <https://public.3.basecamp.com/p/t1xefKk8Ab9dwvRXt6dNC2HK>

Before starting this form, in line with the BFI's guidance, we would ask you to complete an **Equal Opportunities Monitoring Form** for yourself and your organisation. All answers are anonymous and will not affect any outcome of your application.

The sections for Employees and Volunteers should be completed to the best of your ability in an anonymous manner.

<https://form.jotform.com/230793502792359>

If you need any help completing this online application form please contact filmhub@watershed.co.uk

A Word version of guidance is available here:<https://public.3.basecamp.com/p/t1xefKk8Ab9dwvRXt6dNC2HK>

If you have access requirements that mean you need assistance when applying for fund:

<https://www.bfi.org.uk/get-funding-support/access-support-bfi-fund-applicants>

You have the option to have your application emailed to you after submission of the form.

You will be asked to send an income and expenditure budget, timeline and any other supporting documents (e.g., any formal policies) to filmhub@watershed.co.uk, please complete these templates prior to starting this form.

Single year budget: <https://public.3.basecamp.com/p/VBSsaoaLie6EEsuzFT3uq35L>

Multi-year budget: <https://public.3.basecamp.com/p/XdqRXVF5J6rqwoj3r448XxdR>

Delivery timeline: <https://public.3.basecamp.com/p/GYGMkYGiG8vVydgHYGqJFckr>

Required

Key Details

1. First name\*

1. Surname \*
2. Job title \*
3. Organisation \*
4. Contact email address \*
5. Telephone:
6. Address \*

Postcode

 \*

8.

1. Activity Start Date \*

 Please input date (M/d/yyyy)

1. Activity end date \*

 Please input date (M/d/yyyy)

1. Expected Audience Numbers \*

(Please ensure this is a realistic target audience number, not a range. If necessary, please break this down into: TOTAL ADMITS, PAID ADMITS, SOFT(free) ADMITS, ONLINE ADMITS, NON-TICKETED AUDIENCE REACH (e.g. drop-in audiences).

1. Number of relevant independent films/moving image works to be screened \*

Note: the focus is on UK independent and international films and wider moving image works such as documentaries, TV and archive materials. We are also open to exploring immersive and interactive technologies such as gaming, VR/AR/XR and wider screen-based technologies that interact with cinema experiences.

1. Number of screenings or events to be held \*
2. Amount requested (£)\*

(Note: Film Hub South West cannot cover 100% of your costs, you should show match funding through box office, cash or in-kind contributions)

1. Have you received funds for the FAN Film Exhibition Fund from any

Film Hub before? \*

Yes

No

Unsure

1. If 'Yes' or 'Unsure', please give details here: \*

We may reference your application with outcomes and reporting from previous Film

Hub funded-projects.

# Section 2. Your Activity

This section will detail your proposal - please include as much information as you currently have to hand.

1. Brief summary of your proposed activity \*

How would you sum up your activity in two sentences?

If successful, this summary may will be shared with the BFI and displayed on the Film Hub South West website used to describe your event on public listings.

1. What are your aims and objectives? \*

What do you want to achieve? Think about the guidelines, how you’ll re-engage with audiences, and remember what we can and can’t support in the guidelines (max 200 words)

1. Public Engagement - how does your project support in-person engagement with UK independent and international film and the wider moving image? \*

The focus of the fund is on UK independent and international films and wider moving image works such as documentaries, TV and archive materials. We are also open to exploring immersive and interactive technologies such as gaming, VR/AR/XR and wider screen-based technologies that interact with cinema experiences.

1. Pleases share some programme highlights (or genres/types of film) you plan to programme, where known: and give us some examples of wraparound activity. \*

Note: we also require an indicative list of films/events using our delivery timeline to be emailed at the end of your application

<https://public.3.basecamp.com/p/GYGMkYGiG8vVydgHYGqJFckr> to filmhub@watershed.co.uk (max 300 words)

Will your activity support one of the following priority audience groups?

If so, please tell us how in each category below.

Please refer to the guidelines for more detail and resources.

(n.b. You do NOT need to address all groups in one proposal.)

1. Creating opportunities for Young Audiences under the age of 25
2. Creating opportunities for family audiences (parents/carers and children)
3. Tackling barriers to inclusion

Please reference the BFI diversity standards for audiences (Oct 2022)

 <https://core-cms.bfi.org.uk/media/25091/download>

1. Showcasing Screen Heritage - including national (such as the BFI National Archive) and regional collections, or archive material (such as The Box archive).

<https://www.bfi.org.uk/bfi-national-archive><https://www.theboxplymouth.com/image-and-film-service>

This can include repertory films or other moving image archive material.

Please ensure you have contacted the relevant collection before seeking support from us.

# Diversity

In line with our commitment to inclusion and the BFI’s Diversity Standards, funded activity should take into consideration under-representation in relation to age, disability, ethnicity, gender, LGBTQ+, religion and belief (as they pertain to the Equality Act 2010), as well as socio-economic background and geographical location.

[Refer to BFI diversity standards for more detail: https://corecms.bfi.org.uk/media/25091/download](https://core-cms.bfi.org.uk/media/25091/download)

25. Tell us which communities your activity is aiming to reach, bearing in mind the fund's focus is on under-represented groups. \*

Rural

Older (60+)

Young (under 25)

Families (kids and parents/carers)

D/deaf audiences or disabled

Neurodivergent

Working class and/or currently experiencing economic hardship

Ethnically diverse communities and audiences

Speakers of minority languages

LGBTQIA+ people

Other

26. Please tell us how your project engages the target groups you have ticked above in line with the BFI Diversity Standards. \*

These can be related to on-screen representation or themes, the people within your teams, any industry or training opportunities being provided, or access for disabled or other underrepresented communities.

Refer to the diversity resources provided in our fund's guidelines for more details and the updated BFI Diversity standards:

<https://core-cms.bfi.org.uk/media/25091/download>(max 500 words)

# Other information

1. Tell us about your experience in running similar activity before. \*
2. Please list the partners you are working with on your activity

Include their name, the region they cover, if they are new or existing partners, whether they are confirmed as committed or in-principle, and what benefit they will bring to your activity. (200 words)

1. Please give details of any other proposals for support you may have submitted to other Film Hubs or Lottery funders for this project. \*

e.g. Arts Council Funding or, if for festival activity, whether you have also applied to the BFI or another BFI-funded organisation, such as Ffilm Cymru, Screen Scotland, NI Screen, National Lottery, Heritage Lottery Fund, etc.

1. How will you market this activity to audiences? \*

Think about working with specialist partners to target local groups and your lead-in time. (If you have a separate marketing/audience development plan, please send with your budget [and timeline). You may wish to refer to The Bigger Picture’s guides (https://www.the-biggerpicture.com/guides/)](https://www.the-bigger-picture.com/guides/)

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1. How will you evaluate your activity? \*

We will supply a report post-event from your audience surveys, but do you have any interesting other ways of documenting your events and engaging your audiences and partners in feedback and research to evaluate your activity? (100 words)

1. How will your activity support you and your audiences for the future? What is its legacy? \*

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1. Tell us about the safety measures you’ll be taking to operate safely and any contingency plans you have for your event, particularly in light of the recent pandemic. \*

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# Environmental Sustainability

We encourage Film Hub members to be proactive in addressing the challenges of climate change, pollution and the global decline in biodiversity. As part of your application, please outline any practical actions you may take to promote the principles of environmental sustainability for your proposed activity. This may be entirely behind the scenes within your organisation or an element of your audience-facing activities.

There is a list of useful resources and organisations to aid your thinking in this area here.

[https://watershed.co.uk/filmhub/guides-resources-exhibition/sustainable-film-exhibition-practices-andresources/](https://watershed.co.uk/filmhub/guides-resources-exhibition/sustainable-film-exhibition-practices-and-resources/)

34. Please briefly outline any practical actions you may take to promote the principles of environmental sustainability within your proposed activity or your work more generally. \*

# Safeguarding

Bullying and harassment BFI and Watershed, the Film Hub South West Lead organisation afford no tolerance of abuse, bullying and harassment in our own organisations and the FAN members that we fund.

The BFI and BAFTA developed a set of principles and zero-tolerance guidance in consultation with organisations, unions and industry bodies across the film, television and games industry in response to urgent and systemic issues.

**Read:**<https://www.bfi.org.uk/about-bfi/policy-strategy/bullying-harassment-prevention>

1. Please mark PRINT YOUR NAME to indicate that you have read and understood the BFI’s Bullying and Harassment guidelines above and circulated them within your organisation. \*

 I have read the Bullying And Harassment guidelines

1. For initiatives involving children, young people aged 18 or under, or vulnerable adults, **only.**

We ask that you to confirm if you have safeguarding and child protection policies in place.

1. For initiatives involving children, young people aged 18 or under, or vulnerable adults, ONLY.

We ask that you to confirm if you have safeguarding and child protection policies in place.

This is a requirement for projects focusing on Young Audiences and Access projects as stated in the guidelines. If you do not, please inform us and we can signpost you to resources such as [inclusivecinema.org](http://inclusivecinema.org/)

Yes - I have a policy in place

No - I require assistance - please email filmhub@watershed.co.uk

My project does not involve children and/or vulnerable adults

# Declarations

Note: the signatory must be the individual named in section 1

1. If you have any financial or close personal relationships with any trustee, board member of employee of BFI and/or Watershed (Film Hub South West), please give details of the nature of the relationship/s:

Conflicts of interest BFI and Watershed (Film Hub South West Lead Organisation) are required to identify all relevant financial or personal interests that may exist between board members or employees of BFI and/or Watershed and applicants.

This is to ensure that measures can be introduced to prevent a conflict of interest.

1. Final check - supporting documentation \*

Please email all supporting documentation to filmhub@watershed.co.uk with the subject line:

**FAN Exhibition Fund Application Documents 2023 + [Your organisation name]**

(We **MUST** receive a budget, delivery timetable (mark any others which apply))

Equal Opportunities Form<https://form.jotform.com/230793502792359> (not to be sent to us)

A completed Budget Template <https://public.3.basecamp.com/p/VBSsaoaLie6EEsuzFT3uq35L>

Delivery Timetable<https://public.3.basecamp.com/p/GYGMkYGiG8vVydgHYGqJFckr>

Bullying & Harassment Policy

Safeguarding policy for children U18 and vulnerable adults

Sustainability policy

Any other supporting documentation (optional)

I confirm that all information provided on this proposal, and in any material submitted in support of it, is truthful and accurate.

* I agree to share this information with Film Hub South West and its funders.
* As the lead applicant, my personal details may be subject to an ID Check, in line with the BFI's anti-fraud measures, if this is a successful application.
* I confirm that all other proposals to other distributors of Lottery awards for cinema have been declared.
* I undertake to inform Film Hub South West fully and immediately of any changes affecting this proposal or related materials.
* I agree that from time-to-time Film Hub South West can put me in touch with official Film Hub members/partners via email (if relevant).
* I confirm I have the authority to make this proposal on behalf of the organisation.

**Submission of this form is confirmation of the above** \*

PRINTED NAME:

DATE: