

# BURSARY AWARDS

Funding Guidelines - 2019/2020



# INTRODUCTION

*Getting you where you need to be*

Bursary Awards help our Members access professional development opportunities that improve their expertise, enhance their organisation and contribute to a more knowledgeable sector. Funding is available for events and training that will support your organisation to deliver effective programmes of independent, British and international cinema in-line with Film Hub North's key strategic aims.

Support can be used to respond to a range of training needs that your organisation's existing budgets may not be able to cover. If there is a festival with a valuable industry strand that you want to attend, a training course that addresses the skills gaps in your organisation, or a screening event that will help broaden your programme - Bursary Awards are available to make these opportunities more accessible.

Bursary Awards will benefit individual participants and strengthen the wider Hub network. The skills and knowledge gained through subsidised professional development opportunities will be shared with peers across the region, informing best practice and providing long-term value beyond the initial funded activity.



# AT A GLANCE

*Numbers, dates and deadlines*

## The numbers

---

Max per annum award: **£500**

Total funding pot in 2019: **£15k**

## Key dates

---

**Rolling fund**, apply at any time

Apply **2 weeks** in advance

# FOCUS AREAS

*Our funding priorities*

As part of the BFI Film Audience Network, we work to ensure that the greatest choice of film is available for everyone by supporting exhibitors to develop audiences for independent, British and international film. All Bursary Awards applications should respond to this general aim and engage with our key strategic objectives. These are:

- Developing young audiences, with a particular focus on the 16-30 age group
- Increasing exhibitor and audience engagement with the UK's screen heritage collections
- Promoting equality of access within the exhibition industry, be that among audiences, on screen or in the workforce

## Developing the sector

The UK has an array of film festivals, conferences and training schemes. Bursary Awards can help Hub Members access these events as well as other opportunities outside of the industry's standard suite of professional development initiatives. We encourage Members to identify training options specific to their needs.

Applications to access UK-based professional development opportunities will be prioritised in the first instance. Bursary Awards may subsidise international travel and training - however, these applications are likely to involve greater financial and environmental costs and will be assessed accordingly.

Bursary Awards draw funding from National Lottery Good Causes and there should be clear public benefit from our investment. We will therefore give priority to requests we believe offer best value for money.

## BFI Diversity Standards

In addition to the focus areas outlined above, we uphold the [BFI Diversity Standards](#) to guide our own activities and the projects we fund. The Standards focus on under-representation in the film industry in relation to age, disability, ethnicity, gender, LGBTQ+, religion and belief (as they pertain to the Equality Act 2010), as well as socioeconomic background and geographical location.

We ask all Bursary Awards requests to embrace these Standards and priority will be given to applications that do this in a clear and convincing way. The Film Hub North

# FOCUS AREAS

*Our funding priorities*

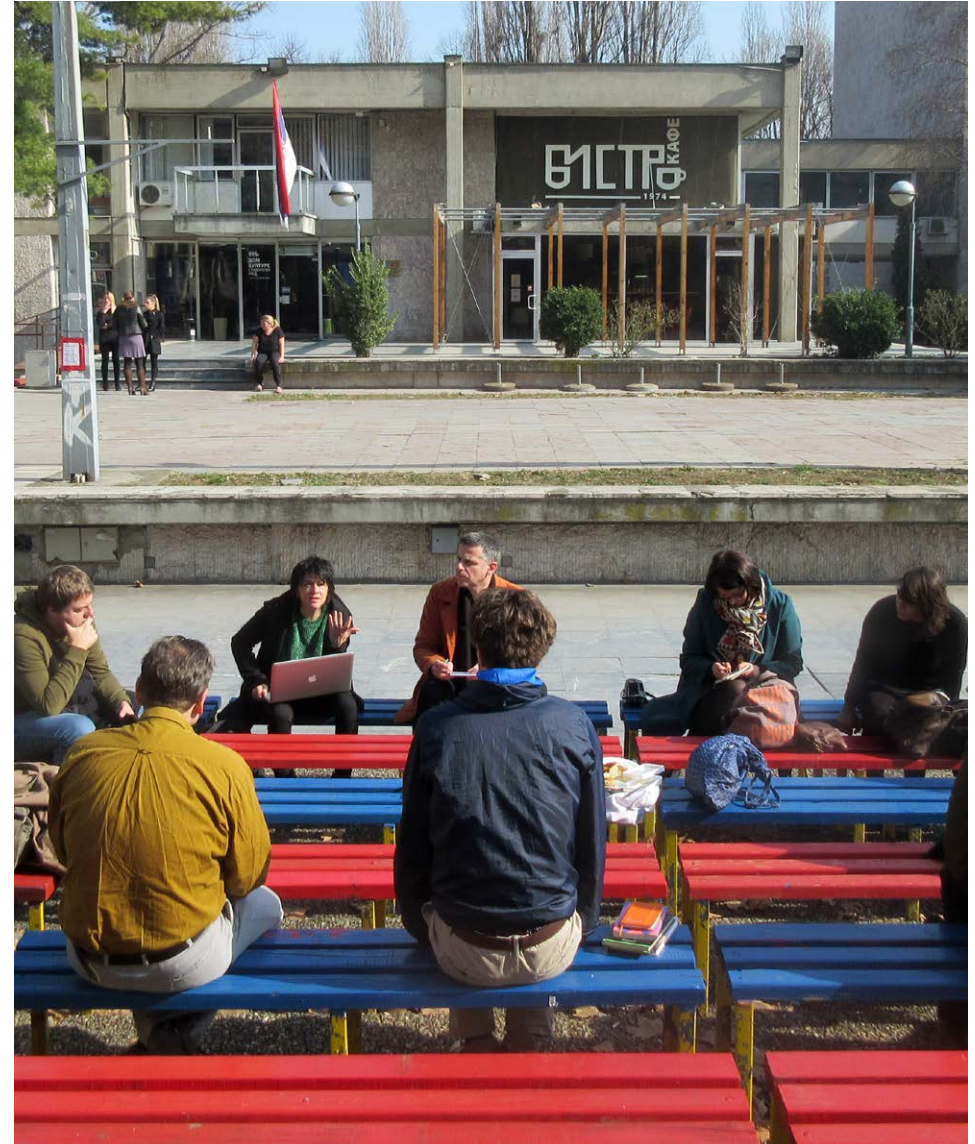
## BFI Diversity Standards (contd.)

team are available to help applicants interpret the Standards, please [get in touch](#) for more information. By putting the Standards into practice in a professional development context, we expect to:

- Enable people and organisations from under-represented groups to access professional development opportunities
- Promote professional development opportunities that will help exhibitors develop under-represented audiences
- Provide exhibitors with the skills necessary to broaden their film offering to include titles with diverse narratives, casts, crew and depictions of place

## More information

The Film Hub North website features a number of [travel and training blogs](#) providing more information on how Hub Members have successfully responded to the Bursary Awards' funding priorities and the BFI Diversity Standards.



# AWARD DETAILS

*How to get involved*

## Who can access Bursary Awards?

You must be a Hub Member in order to access Film Hub North funding opportunities. To become a Member, please read our [Membership Guidelines](#) and fill in our online [Application Form](#). Please email us if you are unsure if you are a current Member.

Paid staff and volunteers from Member organisations can access Bursary Awards. Applicants that have not received support through the scheme will take priority over previous funding recipients, and no member of staff will receive funding to take part in the same activity more than once.

## How much can I apply for?

Each Hub Member organisation can apply for a maximum of **£500 within a financial year**. We can support up to 100% of eligible costs for professional development opportunities - however, we would expect Members to contribute to a proportion of costs where possible.

If you require a different level or type of support, there maybe other training opportunities open to you - please get in touch to discuss this further.

## When is the deadline?

There is no set application deadline for Bursary Awards and requests will be assessed on a rolling basis.

Requests should be submitted at least 2 weeks before the event or training in question takes place.

We strongly advise that applicants do not purchase any tickets, accommodation or services associated with their funding request until after their proposal has been assessed. In the event of a proposal being unsuccessful, applicants will be liable for these costs. Please note that we are also unable to accept retrospective applications submitted to cover costs for professional development activity that has already taken place.

The Bursary Awards will close when the entire funding pot has been committed.

# USE OF SUPPORT

*What we can help with*

## Eligible expenses

Bursary Awards can cover the costs associated with a variety of professional development opportunities such as training courses, conferences, festivals, screenings and fact-finding visits. Eligible expenses include:

- Standard class rail, bus and air travel
- Petrol costs at 45p per mile
- Fees for training programmes and event ticket costs
- Accommodation costs

All costs covered by Bursary Awards must be confirmed with original receipts.

## Ineligible expenses

Bursary Awards will not fund a member of staff to take part in the same activity more than once, and we are unlikely to fund more than 1 person per organisation to take part in the same professional development opportunity.

Beyond this, expenses that are ineligible for Bursary Awards support include:

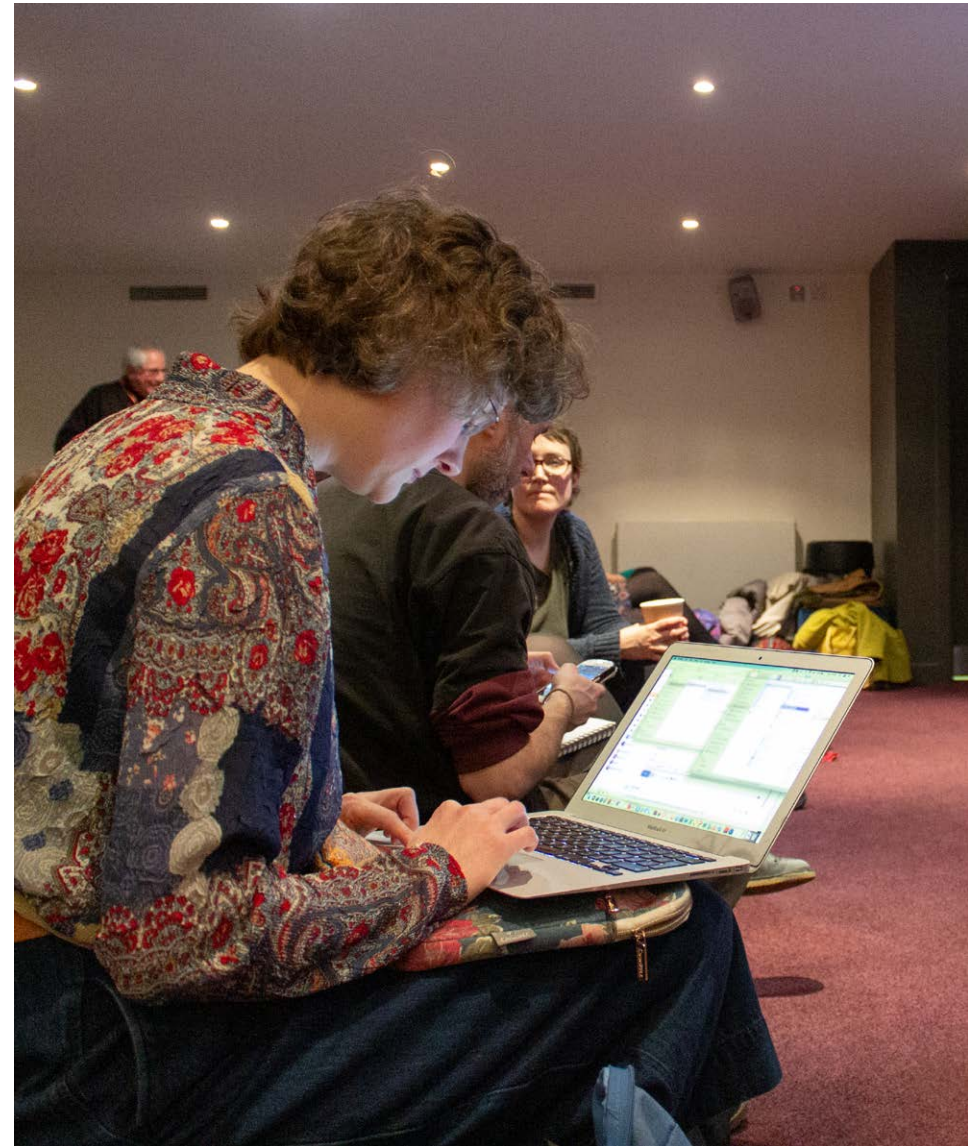
- Alcohol
- Subsistence
- First class travel
- Staffing cover for your organisation

## Submitting your request

The Bursary Awards Request Form gives you the opportunity to describe how the proposed professional development activity will benefit you, your organisation and the wider Hub network. It also asks how your plans meet our key objectives and the BFI Diversity Standards.

### [Download the Request Form.](#)

Completed forms should be submitted via email to [roisin@filmhubnorth.org.uk](mailto:roisin@filmhubnorth.org.uk). You can reach our team at the same address should you have any questions before submitting your request.





## Assessment criteria

Requests will be assessed by the Film Hub North team. We will specifically look at:

- **Activity eligibility:** does the proposed activity respond to the Hub's key strategic objectives?
- **Impact:** what are the specific benefits of taking part in the requested opportunity for you and your organisation?
- **Legacy:** how will skills and knowledge from the activity be passed on? Will taking part in this opportunity benefit the wider Hub network?
- **Cost:** does the request represent value for money?
- **BFI Diversity Standards:** how does the request engage with the BFI Diversity Standards?

## Unsuccessful proposals

If your request is unsuccessful, you will be contacted by email with brief feedback on the reasons why. Being unsuccessful does not prevent you from accessing future Hub opportunities.

## Successful proposals

If your request is successful, you will be sent a confirmation email setting out the terms and conditions attached to the award. These will cover use of awarded funds, reporting requirements and payment information.

Note that payment of Bursary Awards is only made on completion of the course or event and following receipt of all necessary reporting and expenses documentation.



THE  
NATIONAL  
LOTTERY®



FAN

Film Hub North is a network of organisations committed to fostering a vibrant, flourishing film culture in the North of England. Led in partnership by HOME, Manchester, Showroom Cinema, Sheffield and Tyneside Cinema, Newcastle upon Tyne, Film Hub North supports and represents a wide-ranging group of exhibitors and filmmakers throughout the region.

Working across Cheshire, County Durham, Cumbria, Greater Manchester, Lancashire, Merseyside, Northumberland, North Lincolnshire, Tyne & Wear and Yorkshire, Film Hub North distributes National Lottery funds on behalf of the BFI Film Audience Network and BFI NETWORK. Film Hub North provides funding and training that helps exhibitors expand their reach, develops local filmmaking talent and, ultimately, ensures that audiences in the North have access to a rich variety of cinema.

[info@filmhubnorth.org.uk](mailto:info@filmhubnorth.org.uk)  
<https://filmhubnorth.org.uk>

Please note: these guidelines are subject to change. Film Hub North reserves the right to review and alter its policies, procedures and assessment criteria.

Supported by National Lottery funding, the BFI Film Audience Network (FAN) is central to the BFI's aim to ensure the greatest choice of film is available for everyone. Established in 2012 to build wider and more diverse UK cinema audiences for British and international film, FAN is a unique, UK-wide collaboration made up of eight Hubs managed by leading film organisations and venues strategically placed around the country. FAN also supports talent development with BFI NETWORK Talent Executives in each of the English Hubs, with a mission to discover and support talented writers, directors and producers at the start of their careers.

Images: This Way Up, Unpacking the BFI Diversity Standards workshop (Film Hub North), Kino Climates (Arto Polus), Film Hub North Exhibitor Day (Film Hub North).