* Please complete this form and send to [andrew@filmhubnorth.org.uk](mailto:andrew@filmhubnorth.org.uk).
* Do not send hard copies by post.
* If you require assistance to complete this application, the BFI provides an access support fund, which you can apply for here: [bit.ly/AccessSupportFund](file:///Users/phil/Downloads/bit.ly/AccessSupportFund).
* Make sure to read the Film Exhibition Fund guidelines before applying. We advise you refer to the assessment criteria or assessment form while answering the following questions as these will help you understand what information we are looking for.

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| **ORGANISATION NAME** |  |
| **LEAD CONTACT NAME** |  |
| **EMAIL** |  |
| **PHONE NUMBER** |  |

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| **GRANT AMOUNT REQUESTED**  *Up to £10,000* |  |
| **ACTIVITY TIME FRAME**  *Between June 2021 – March 2022* |  |
| **VENUE(S) YOU WILL USE**  *Include full addresses* |  |
| Are the proposed venue(s) currently open? If not, when are their planned opening dates? |  |

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| 1. **KEY PERFORMANCE INDICATORS** | |
| **WILL ACTIVITY TAKE PLACE IN-PERSON / ONLINE / BOTH** |  |
| **PROJECTED AUDIENCES**  *Separate in-person and online audiences, if applicable* |  |
| **NUMBER OF SCREENINGS**  *Separate in-person and online audiences, if applicable* |  |
| *Add extra rows for additional KPIs as required* |  |

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| 1. **ORGANISATION PROFILE**   *Tell us about your organisation. Do you have experience of running programmes similar to this proposal? Will you be working with any partner organisations to support project delivery? (up to 300 words)* |
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| 1. **PROPOSAL SUMMARY**   *Tell us about your planned activity. You should include as complete a film/event programme as possible, as well as information about venues, event formats and any additional audience development work you are planning. (up to 300 words)* |
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| 1. **ENGAGING AUDIENCES WITH CULTURAL FILM**   *Tell us how your activity will re-engage audiences with cultural film? You should also detail how / if your activity meets one or more of the fund’s key focus areas, these are: - Developing young audiences; - Promoting inclusivity; - Showcasing screen heritage. (up to 300 words)* |
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| 1. **PROJECT MOTIVATIONS**   *Tell us why your project is important. Is it offering local audiences something different and culturally valuable? Is it engaging local groups who are under-represented in cinema audiences? (up to 300 words)* |
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| 1. **MARKETING**   *Tell us about your target audience and how you intend to reach them. If you have an organisational or project-specific marketing plan, you might want to attach this alongside your application. (up to 300 words)* |
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| 1. **EVALUATION**   *Tell us what you hope to learn from this activity. What does success look like and how will this be measured? You should briefly outline your longer-term plans for continuing to reach audiences beyond this phase of funding. (up to 300 words)* |
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| 1. **BFI DIVERSITY STANDARDS**   *Tell us how your activity responds to the* [*BFI Diversity Standards*](https://www.bfi.org.uk/inclusion-film-industry/bfi-diversity-standards)*. You provide information on each relevant Standard, these are: - A. On screen representation; -B. Project team; - C. Industry access; - D. Audience development. The funding guidelines document provides examples of the sort of information you should share. (up to 300 words)* |
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| 1. **ENVIRONMENTAL IMPACT**   *Tell us about your commitment to sustainability. You should briefly outline what steps you will take to reduce the environmental impact of your activity. For further support in this area, please refer to the resources listed in the funding guidelines. (up to 300 words)* |
|  |

**SAFEGUARDING**

*If your project involves working with children, young people or vulnerable adults, please confirm that you have, or intend to put in place, a safeguarding policy for your organisation:*

Yes  No

**BULLYING, HARASSMENT AND RACISM**

*Please read the BFI’s bullying, harassment and racism guidelines and circulate them among your organisation.*

*Please confirm that you have, or intend to put in place, an anti-bullying, harassment and racism policy for your organisation:*

Yes  No

**COVID-19 SAFETY**

*All activity must adhere to sector guidance, which can be found here: UK Cinema Association,* [*Cinemas – keeping workers and customers safe during Covid-19*](https://www.cinemauk.org.uk/coronavirus-covid-19/guidance-for-cinemas/)*.*

*Please confirm your organisation has read the guidelines and has a Covid-19 risk assessment in place:*

Yes  No

**CHECKLIST**

Please send us the following documents to complete your application:

Completed Proposal Form

Completed budget document

Equal opportunities monitoring form

Marketing/audience development plans (if applicable)

**DATA PROTECTION**

Please note that the information you supply will be held in computer files. It may be used to prepare statistics and summary data. We may also be obliged to share information under the Freedom of Information Act.

**APPLICANT CONFIRMATION**

*I confirm that all of the information provided on this form and in any material submitted in support of it is truthful and accurate. I agree that this information can be stored by Film Hub North and used for statistical and monitoring purposes.*

**E-SIGNATURE:**

**DATE:**

Please return completed forms to: [andrew@filmhubnorth.org.uk](mailto:andrew@filmhubnorth.org.uk).