

Documentary Production Funding Application Form

You should only compete this application form if you are the lead producer and the rights holder of the project. If your project needs further development then you should explore our Development Funding, or our BFI NETWORK Wales funding programmes, dependent on your experience level.

You will not be able to complete this application form correctly until you have read the Production Funding guidelines and we advise you to refer back to them as you complete the form. Please confirm that you have read our guidelines.

Your Funding Request

What is your funding request from Ffilm Cymru in GBP?	£
Date of application	

About You

Name of Applicant	
Name of Company	
Link to Companies house record	
Link to Company IMDB	
Address	
Postcode	
Telephone Number	
Email Address	
Website	
No. of feature length projects you have led on which have been released in cinemas via a distributor	

About Your Project

Project Title	
<p>Story Summary (max 200 words). <i>Give an overview of your story, introducing the main characters and potential plot points. Describe the anticipated story structure and narrative trajectory, or potential character arcs for your project.</i></p>	
<p>Topic Summary (max 200 words). <i>Describe why this topic is important, timely or relevant. Detail the issues, themes, challenges, stakes, or questions that your project will cover.</i></p>	
<p>What access do you have to the story and characters?</p>	
<p>What language(s) is your project in?</p>	

<p>Do you own, or are you able to secure the rights (including any underlying rights) in the project?</p>	
<p>Please list any key rights or legal considerations for this project, including clearances and/or the location, ownership and estimated cost of any archive material?</p>	
<p>Is the project structured as an international co-production? <i>If so, please state with which countries and companies and whether they are confirmed.</i></p>	

Your Core Team

Please indicate whether they are resident in Wales and or born in Wales, include contact details, and ensure you have attached a link to their IMDB or other professional online resume. If there is more than one person in one role, please ensure you detail all of their information. You do not need to provide contact details for cast.

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Core Team	Name	Imdb Link / Link To Other Online Profile	Latest Relevant Professional Credit	Welsh Connection (Born/Based)
Writer(s)				
Producer(s)				
Directors(s)				
Exec Producer				
Co-producer(s)				
Cinematographer				
Sound				
Editor				
Key Contributors				

Creative

Director statement.

How are you going to tell this story? *Describe your creative vision for the finished project - its visual look and feel. Explain your intended use of cinematic language or any particular artistic approach that informs the storytelling. If applicable, mention any interactive elements, new technologies or non-traditional mediums that you intend to utilise. Explain how these elements will enhance the experience and interaction between viewers and the world of the story.*

Producer's statement.

What drew you to this project? How does this project fit into your business plan/slate of ideas?

Ethics: Why are you and/or your team members the right person / people to tell this story? (What is your connection to the community and/or participants? Please describe steps you took or plan to take in order to ensure ethical filmmaking practices where applicable).

Welsh Benefit

What is your estimated Welsh spend?

Welsh spend is defined as Wales born or based above-the-line talent (cast, writers, directors or producers) as well as any essential production expenditure on workforce who have a primary residence in Wales, or suppliers/companies with a substantive base in Wales (long term premises, Wales based permanent staff and equipment based in Wales). Please be realistic in your estimation here. There are elements of our funding that requires a spend calculation and in order to advise you on next steps, we'll need as accurate a figure as possible.

Above-the-line costs	£
Below-the-line costs	£
No. of estimated crew	
No. of trainees/shadowing placements. <i>Documentary projects we invest in are required to offer up to four paid training or shadowing placements for Welsh talent.</i>	
Please let us know which skills gaps you regularly encounter in your work and how your suggested placements might address these, helping your company to grow.	

Schedule & Logistics

Production to date (if applicable)	Hours of material: Previous shoot dates:
Outline the projected production timeline from the project's current state. <i>Your timeline should cover all production phases as well as anticipated post-production. Please note if you intend to edit in-between shoots, adapting the headers to the right as appropriate.</i>	Production phase 1: dates from/to (no. weeks) Production phase 2: dates from/to (no. weeks) Post-production: dates from/to (no. weeks)
Target delivery date	Month/Year
Total no. of days filming	
Total no. of crew	
Principal locations	
Schedule considerations. <i>Do you have anything driving your schedule? (e.g. events that need to be captured as part of the film and that can't be rescheduled)</i>	

Please elaborate on the key collaborators (particularly cinematographer and editor) that you would like to appoint and why.

Please elaborate on the production workflow, locations and partners. *Highlight any particular complexity including contributor or crew availability as well as your COVID-19 contingency plans. On the latter, we recommend reading the COVID-19 Risk Assessment for documentary filmmakers, compiled in collaboration between Doc Society, Sundance and Field of Vision. <http://tiny.cc/covidindiedoc>*

Budget

Is there anything you want to tell us about your budget? *This might refer to specific budget lines, additional information relating to covid-costs or detail about deferrals. It is recommended to provide a budget narrative in addition to appending a full production budget.*

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Finance Plan

Please outline your finance plan for this project including any previous investment you have received in the project. The table below is designed to act as a guide and not all types of finance will apply.

Type of Finance	Funder / Financier	Amount (£)	Status (unconfirmed, LOI, offer letter and any further detail as applicable)
Lottery (e.g. BFI, Creative Scotland, Screen Ireland etc.)			
Co-production			
Private Equity			
Mezzanine Finance			
Gap Finance			
Grant Funding			
Presales			
Post Deal			
Tax Credit / Incentive / Shelter			
Deferrals			
Other			
Total (must equal budget indicated)			

Please elaborate on your strategy for financing the project:

Audience & Reach

Please provide an overview of the audience for the project.

If the project is based on existing IP, you should additionally provide details on the 'built-in' audience or fanbase utilising sales figures, social media engagement, and any other relevant information.

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Please provide an overview of the sales agents, distributors, festivals and other partners that you intend to approach and how you intend to position the film in the market, citing three recent comparable theatrical documentary films and their performance.

Please provide an overview for your last production if applicable, e.g. budget & revenue, release information and partners.

Sustainability Plan

We require every production we fund to support environmental sustainability, diversity & inclusion, skills and training, and broader business innovation. All productions must, for example, host trainees, provide disability access materials, and monitor the diversity of their cast and crew.

In addition to this, we want to support producers to go above and beyond to support the sustainability of the Welsh screen sector. We'll work with you to develop a Sustainability Plan that is unique to your production. We may offer up to £25,000 of non-repayable grant funding to support plans that could have a significant impact on the Welsh film sector.

Applications for Sustainability Plan funding will be by invite only and the funding can only be used toward the costs of the Sustainability Plan agreed with your Ffilm Cymru executive producer.

We expect producers to consider how each area intersects. For example, you might decide you want to focus on an ambitious training programme, going above required trainee numbers, but it would be key to weave environmental and diversity and inclusion considerations into that plan (for example looking at local recruitment and ensuring plain-language advertising of roles).

Environmental Sustainability

Please let us know how you might limit the environmental impact of this film considering elements such as travel
(max 500 words) You can read [Ffilm Cymru's Green Cymru Plan here.](#)

Diversity and Inclusion

Please outline how you intend to support equality, diversity and inclusion whilst working on this project, considering processes as well as representation such as the way you could run production, and engage with diverse audiences. *Detail how you intend to recruit for any roles, including for trainees as outlined below. (max 500 words). You can read [Ffilm Cymru's Equality, Diversity and Inclusion Action Plan here.](#)*

Skills and Training

Please outline the training opportunities on your film. *Please detail any additional shadowing opportunities for Welsh writers, directors and producers on Ffilm Cymru's slate.*
(max 500 words)

Entrepreneurialism

We're interested to hear how this film can help to develop your company's business model and how you might be able to test and build the audience for it. *Please outline any viable plans you have for complementary IP exploitation, such as educational assets or spinoff work; audience development work, such as workshops within under-served communities; and/or any impact strategies or ideas to support the film's release.*
(max 500 words)

Please cite partners who might be able to help you to achieve these plans and how they might help you to build your audience.
(max 500 words)

Application Checklist

Please ensure all of the following information/supporting documents are submitted to complete your funding application:	
An 8-10 page treatment	<input type="checkbox"/>
<p>Full production budget, with Welsh spend clearly delineated, which is informed by review of the budget requirements provided within the FfCW guidelines such as FfCW legals, trainee and disability access requirements. You confirm you have included the following in your budget:</p> <ul style="list-style-type: none"> • Crew costs in line with Pact/BECTU agreement • At least Equity minimums for cast • Provision for up to four training and/or shadowing placements, who which four to six trainees, who should be paid costed at least at the national living wage • Clearance of all rights in the project worldwide in all media in perpetuity (except for those sums due in respect of music public performance rights) • Repayment of any Ffilm Cymru Development or Horizons funding (if applicable) • Producer/production fees proportionate to the proposed budget (see further below) • All customary production insurances (including errors and omissions) • All the delivery materials (see Production Funding Standard Conditions below²⁰) required by Ffilm Cymru including access materials relating to exhibition to people who are D/deaf, hard-of-hearing, Disabled, neurodiverse, have sight loss and/or who have sensory impairments. • Adequate delivery materials for delivery to an international sales agent and all other financing partners • Sufficient allowance for accounting and audit costs including those related to the final audit, including a breakdown of Welsh spend, and for the UK tax credit • Adequate legal costs for the production and financiers (guidance on Ffilm Cymru’s legal costs are detailed here²²) • All financing costs • Indicative access costs • A contingency of 10% of below the line core costs • Covid health & safety costs, as applicable 	<input type="checkbox"/>

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CVs for your core team and an active link to the director's last completed work (please ensure this link stay open for 8 weeks following your application)	<input type="checkbox"/>
A breakdown of the amount spent to date indicating how much spend has been financed	<input type="checkbox"/>
A breakdown of the costs, which you are asking for funding against.	<input type="checkbox"/>
Any LOI's or written confirmation of finance confirmed within the body of the application	<input type="checkbox"/>
UK Subsidy Control Declaration Form	<input type="checkbox"/>

Your application will not be complete until all of these items have been delivered. We also ask applicants to deliver a copy of their Company Sustainability Policy, if available.

If you would prefer to submit a link to a dropbox or other online storage site for all your documents, then please include the link and password below. You are also welcome to submit other supporting documents, such as look books, a more detailed production schedule/timeline or a link to a teaser or sample footage. We encourage you to accompany any sample filmed material you provide as part of your application with a description of how it represents the intended story, style, subject, or another aspect of the project.

Declarations & Data Protection

We hereby confirm, declare and warrant that the following information is true and correct to the best of our knowledge, information and belief as of today's date:

1. That no amounts are due, owing and unpaid to Ffilm Cymru in respect of any projects in relation to which this company or any of its associated companies (collectively, 'the Producer') has been in receipt of funding from Ffilm Cymru; and/or any projects now owned or controlled by the Producer in respect of which a third party has been in receipt of funding from Ffilm Cymru (including but not limited to amounts due in repayment of development loans in respect of projects that have subsequently been produced) under any agreement, scheme or initiative;
2. That Ffilm Cymru has been furnished with the most current and up-to-date sales report for every project produced or co-produced by the Producer in receipt of funding by Ffilm Cymru and in respect of which Ffilm Cymru has an entitlement to share in revenue; and
3. In all other respects the Producer is in full compliance with all agreements entered into by it with Ffilm Cymru (including delivery of all contractual delivery materials to Ffilm Cymru by the contracted delivery date).

I have read, understood and confirm the above.

Ffilm Cymru will use the information provided in this application form to help process your application. This information may be held on computer and may be used for statistical purposes. The information may be stored, processed and passed in confidence to or shared with individuals or organisations who are helping us assess applications or monitor funding. All information will be treated in accordance with the Data Protection Act 2018, the General Data Protection Regulation and associated legal provisions concerning data protection. You have a right to ask for a copy of the information held by Ffilm Cymru in its records. You also have the right to require Ffilm Cymru to correct any inaccuracies in your information. For more information, please refer to [our Privacy Policy](#).

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I have read, understood and confirm the above.	<input type="checkbox"/>
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I confirm that all information provided on this application, and in any material submitted in support of it, is truthful and accurate. I confirm that all other applications to other distributors of Lottery awards have been declared. I undertake to inform Ffilm Cymru fully and immediately of any changes affecting this application or related materials. I confirm I have the authority to make this application on behalf of the applicant organisation.

I have read, understood and confirm the above.	<input type="checkbox"/>
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Name	
Signature	
Position	
Date	

Co-Signature: (If required by company policy or rights agreement or if an international co-production)	
Name	
Job Title	
Date	

Please check this box if you would like to receive emails about similar funding and training opportunities from Ffilm Cymru Wales.

Contact Details

If you have any queries, or if you would like to discuss any aspect of your project prior to application, please contact:

Bizzy Day

Production Executive

bizzy@ffilmcymruwales.com