

Film Exhibitor Fund 2023-24

Guidelines

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Access Support

For applicants with access requirements, for example individuals who are D/deaf, hearing impaired, Disabled, neurodivergent or visually impaired, further support and adjustments are available. For example, we can cover the costs of making funding guidelines available in other formats (e.g. large print), a BSL interpreter for a meeting with us, scribing support for dyslexic applicants, or a support worker if needed.

Do get in touch with us to discuss your requirements in confidence. We'll be guided by you. (See [Contact Details](#) below).

Introduction

Our mission is to advance a sustainable film sector and film culture that works for everyone across Wales.

This open call Film Exhibitor Fund invites applications from independent cinemas, film festivals, pop-ups and community cinemas based in Wales.

Ffilm Cymru has supported film exhibition in Wales since 2006. In recent years, this support has taken the form of annual grants awarded to an impressive portfolio of film exhibitors working to maintain and increase their audiences through innovative, inclusive, and sustainable practices.

We understand that there are shared concerns across the sector including the steep rise of living costs and changes to audience behaviour. We also recognise that the Covid-19 pandemic presented unique economic challenges which organisations and audiences may still be experiencing. Adhering to our commitment to support innovation, inclusion and sustainable practises; this fund will support exhibitors to sustain and develop their work in an evolving sector, working in new ways and connecting with audiences and their wider communities through film.

In 2023-24, Ffilm Cymru will invite applications on two occasions. The deadlines for submissions will be published on Ffilm Cymru's website.

The call is open to applications with an ask of up to £20,000 and up to 75% of total costs to support activity taking place over 12-months from the start of the award.

This funding offered is comprised of lottery funding delegated by the Arts Council Wales.

Who is this fund for?

Film Exhibitor Fund supports cultural organisations and community groups working to increase access to independent film in Wales. This funding is open to applications from those operating independent cinemas, film festivals, pop-up screenings, and community cinemas based in Wales.

Ffilm Cymru are unable to support mainstream, commercial cinemas and/or fully commercial enterprise whose main purpose is to generate profit.

What is this fund for?

Film Exhibitors based in Wales, including Independent Cinemas, Film Festivals, Community Cinemas and Pop-up cinemas.

Eligible Costs

We can fund:

- Marketing and publicity
- Market research, gathering audience insights
- Screenings and events for a public audience, for both in-person and online
- Film licenses and transport

- Staff costs for those working or ineligible for furlough. This relates to roles directly involved in the film provision or festival including programming, operations and marketing.
- Office costs, staffing and building overheads (These should be proportionate to the independent film related activity you offer)
- Venue, cinema, or equipment kit hire for screenings and events either in-person or online
- Software subscription and online services, linked with audience insight gathering, online screenings and events
- Volunteer expenses and transport
- Monitoring and evaluation activity, including market research
- Training for staff and volunteers
- Costs associated to increasing access for audiences (e.g. creche facilities, refreshments, transport)

We cannot fund:

- In-person screenings and events taking place outside of Wales
- Organisations based outside of Wales
- Organisations that are unable to demonstrate a financial need
- Activity that has already taken place, or goods and services already paid for at point of application
- Activity that is not related to film or moving image
- Support for significant capital expenditure, venue alterations or improvements
- Drinks receptions and general entertainment, in-person or online
- Commercial activity
- Filmmaker networking, training and opportunities, in-person or online. Ffilm Cymru supports this type of activity through the BFI Welsh Talent Network.
- Activity which is already funded by other sources.

How much funding is available?

During 2023-24, a total of £170,000 will be made available through the Film Exhibitor Fund, across all awardees.

Each application is limited to a maximum request of £20,000 per annum as a non-recoupable grant, with funding being capped at 75% of the total budget. The remainder of the balance should include additional sources of funding, project income, and can additionally include in-kind support.

How do I apply?

In 2023-24, Ffilm Cymru will invite applications on two occasions throughout the year:

- Round One: 3rd July 2023
- Round Two: 2nd November 2023

1. Expression of Interest

All applicants must book in a pre-application 'Expression of Interest' meeting here:

<https://calendly.com/nicola-ffilmcymru/eoi30min>

This 30 minute conversation is an opportunity to introduce your proposal, establish eligibility and answer any questions you may have that have not been answered in these guidelines or FAQs. It is also an opportunity for Ffilm Cymru to establish how your proposal aligns with the strategic priorities of the fund and support with any foreseen pitfalls.

Ffilm Cymru will accept Expression of Interests up until 6 business days before the application deadline.

2. Application

Once this conversation has taken place, an application can be submitted. The application will include:

- Completed Application Form (an example of the application form can be found on our website)
- Most recent management accounts and Annual Accounts (Cinema venues only)
- Project Budget (Proposed income and expenditure directly related to your proposal)
- Policies including Sustainability, Children, Young People and Vulnerable Adults Safeguarding and Equality and Diversity Policies.

For help, please contact Ffilm Cymru team through the contact details below.

What happens next?

Application Submissions

All applications must be submitted to audience@ffilmcymruwales.com - we are unable to accept any applications sent to other email addresses or by post.

A confirmation email containing a reference number and link to our anonymous Equalities, Diversity and Inclusion form will be sent. This form will need to be completed by the lead applicant to complete your application.

How will we make a decision?

All funding applications will be considered by a panel of Ffilm Cymru Wales' Board members, Chief Executive and the Audience and Education Manager. Decisions are sent to the Ffilm Cymru Board for their review.

It is advised that this process can take up to 6 weeks from the date of the deadline.

Next Steps

Successful applicants will be notified by email. This will be followed by an offer letter confirming amounts and any outstanding information or conditions required for the award. Applicants will be asked to accept this offer with a signature and once conditions are met, Ffilm Cymru Wales will issue a long form funding agreement.

The long form funding agreement reflects the aims and objectives of the application as well as detailing requirements and timelines for the project, including data gathering, evaluation processes and repayment terms in the event of an unremedied breach.

Unfortunately, Ffilm Cymru Wales are unable to fund all submitted applications, however we aim to offer brief guidance and feedback on all applications. Unsuccessful applicants will be advised as to whether or not they can reapply with a similar application that addresses issues raised.

Complaints, Feedback and Queries

If you have any queries please refer to our [Frequently Asked Questions](#) in the first instance, or email audience@ffilmcymruwales.com. If you would like to provide feedback or make a complaint please see our procedure [here](#).

Reporting

All projects are required to submit a final report within two months of the project finishing. Depending on the length of your project, we will also require interim box office reports to be submitted in September if applicable. We appreciate transparent reporting that shares your experience on the ground.

You will receive a toolkit which will include a guide and templates to support you in completing reporting requirements. Your report will include:

- The Narrative Evaluation (exploring the achievements, challenges and learnings)
- Box Office Report (detailing any screening activity and attendances if applicable)
- Actual Income and Expenditure Budget throughout the funding period
- Collated Audience Equalities Diversity and Inclusion Monitoring Data and Internal staff EDI Monitoring Survey

We aim to visit as many funded applicants during the course as reasonably possible and will be in contact in the lead up to and during the project to offer support and arrange a visit (if possible).

Data Protection

All data collected as part of the EOI, application process and throughout successful projects will be done so in accordance with Ffilm Cymru Wales' Data Protection and Privacy Policy. More information and the full privacy policy can be found [here](#).

Contact Details

The Film Exhibitor Fund is managed by Nicola Munday (Audience & Education Manager)

nicola@ffilmcymruwales.com

FAQs

I'm from a local authority, am I able to apply?

Local authorities are welcome to apply where they are able to demonstrate need and a connection to the wider arts and creative sector. We encourage local authorities to look at developing partnerships with existing arts and film organisations.

What can be used as match funding?

Match funding can range from funding from additional sources, to earned income, to in-kind time. This can include, but not limited to, volunteer support (where appropriate), venue hire and staff time. Details of how you have calculated in-kind time should be shown and your assumptions around earned income (e.g. projection of number of tickets sold at £x price).

What other support does Ffilm Cymru offer?

Ffilm Cymru Wales is the development agency for Welsh film.

We offer a range of support for Welsh born or based filmmakers, looking to develop and produce feature film. We also develop training programmes to develop new skills and career paths into the film industry. You can find more information on Ffilm Cymru's [website](#).

Ffilm Cymru Wales is also the home to BFI Network Wales, who have a number of schemes which help to support the emerging careers of filmmakers. If your proposal aims to support networking or filmmaker events, we recommend contacting the team via network@ffilmcymruwales.com.