**Beacons Application Form**

**Documentary**

**Complete this form if your short film is a live action Documentary OR Docu-Fiction. If your film is an Animated Documentary or incorporates significant animated elements, use the Animation Form.**

Please note:

Some of the questions have options to submit answers in either written format, video or voice note.

Alternatively if you prefer, you can respond to the questions on the application form via a live video or phone call. This should be arranged with our team in advance of the deadline.

For individuals who are Deaf, hard-of-hearing, Disabled, neurodivergent or visually impaired, further support and adjustments are available. Please contact us to discuss your requirements in confidence.

**network@ffilmcymruwales.com**

**You can also reach us by phone at 02922 676711.**

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| --- | --- |
| **You will not be able to complete this application form correctly until you have read the Beacons Guidelines and we advise you to refer back to them as you complete the form.**  **Please check the box to confirm that you have consulted our Guidelines.** |  |

**Please email your application form/materials to** [**network@ffilmcymruwales.com**](mailto:network@ffilmcymruwales.com) **by the application deadline, Friday 27th June 2025 at 12pm**

## **The Lead Applicant(s)**

This should be the producer(s) if attached at this stage. Otherwise, it can be the writer and/or director.

|  |  |
| --- | --- |
| Name(s) of Lead Applicant(s) |  |
| Role(s) on Project |  |
| Email Address(es) |  |
| Name of Company, if applicable |  |
| Address, including Postcode |  |
| Telephone Number |  |
| Website, if applicable |  |
| Where did you hear about Beacons? (e.g. Ffilm Cymru website, BFI NETWORK newsletter, event, social media) |  |

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# **The Project**

Tell us about your short film.

|  |  |
| --- | --- |
| Project Title |  |
| Type of Documentary (e.g. observational, investigative) OR Docu-Fiction |  |
| Logline  (max. 3 sentence summary of who/what the film is about) |  |
| Story Summary / Synopsis  (max. 200 words)  *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.* |  |
| Topic Summary (max 200 words). Describe why this topic is important, timely or relevant. Detail the issues, themes, challenges, stakes, or questions that your project will cover. |  |
| What access do you have to the story and characters? |  |
| When & where will the film be shot? (Or if based on archive footage, please state. Also include any anticipated costs of archive usage.) |  |
| Is this a Welsh-language project?  *If yes, please provide details, e.g. partial Welsh, bilingual, entirely.* |  |
| Is the project based on an existing work (e.g. a novel, play or podcast)?  *If yes, please provide a link to this existing work and indicate the status of your option agreements.*  ***NB. in signing this form you indicate that you are able to option or own these rights.*** |  |
| Are there any other rights considerations for this project, including consent, information that isn’t in the public domain, and/or the location, ownership and cost of any archive material?  *If yes, please provide relevant details* |  |
| What is the approximate total budget of your short film in GBP? |  |
| Have any previous applications been made to Ffilm Cymru or any other BFI NETWORK hubs for any funding for this project?  *Please specify. Re-applications to Ffilm Cymru must be approved by a member of the team.* |  |

# **Co-Funding (if relevant)**

Please list any other investors in the project, or any current funding applications, and the status of each application.

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| **Investor** | **Amount Requested (£)** | **Status (e.g. confirmed, applied for)** |
|  |  |  |
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## **The Core Team**

Please list the writer(s), director and the producer(s) if attached at this stage. If there is more than one individual in any of these roles, you can edit this template. Ensure you provide a contact email for each individual and indicate whether they are resident in Wales and/or born in Wales.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Job Title** | **Name** | **Email** | **Resident in Wales?** | **Born in Wales?** | **CV/biog**  **Provided?** |
| Writer |  |  |  |  |  |
| Director |  |  |  |  |  |
| Producer |  |  |  |  |  |

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## **Are there any other individuals attached to the project at this stage?**

## We do not require any cast or crew to be confirmed at application stage. However, you can complete this section to let us know about any professional collaborators you are already working with on the project. Ffilm Cymru will require approval of any attachments for funded projects.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Job Title** | **Name** | **Resident in Wales?** | **Born in Wales?** | **CV/biog**  **Provided?** |
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## **Personal Statement**

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| This should be **from the Director** and include:   * The style (e.g. poetic, observational) and tone. * The creative vision and how you intend to render it on screen. * Any key references and/or inspirations. * What makes the idea original and compelling? * Your career ambitions and how making this short film would advance them.   Please provide either:   * A written statement of max. 500 words * A video or voice note of max. 3 mins in length (either as a private online link here OR included with other supporting materials – see below)   You may also provide separate personal statements from the Writer and/or Producer (of the same length) in this section if desired. These are optional. |
|  |

## **Sustainability Plan**

Ffilm Cymru requires every production we fund to take actions that support a sustainable screen sector. With this in mind, as part of your application we ask that you outline a sustainability plan. If your application is successful, Ffilm Cymru can help you to develop and deliver this plan.

Below you’ll find an overview of the four areas that your sustainability plan can engage with. Your plan does not have to comprehensively cover every area – however at a minimum, it must engage with environmental sustainability and diversity & inclusion.

Do consider how the areas intersect. For example, you might decide you want to offer a trainee placement, 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).

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| **Environmental Sustainability**  We want to hear about any innovative ideas you might have to limit your environmental impact, or to make a positive impact. Whether that’s through on-screen representation (e.g. themes/narratives), how you engage with locations and communities (e.g. building in volunteer days or learning for crew) and/or ensuring contribution to circular economy systems (e.g. use of second-hand items that are then re-used).  Please provide either:   * A written outline of max. 500 words * A video or voice note of max. 3 mins in length (either as a private online link here OR included with other supporting materials – see below) |
|  |
| **Diversity and Inclusion**  Please outline how you will support diversity and inclusion whilst working on your short film. We recommend you consider representation, both in terms of your creative team and on screen, as well as the way you could hire (e.g. open call), run production (e.g. access riders) and/or engage with diverse audiences (e.g. creative captioning, BSL, test screening).  Please provide either:   * A written outline of max. 500 words * A video or voice note of max. 3 mins in length (either as a private online link here OR included with other supporting materials – see below) |
|  |
| **Skills and Training**  We encourage you to consider skills and training as part of your project. For example you might decide to offer a shadowing or trainee placement or set up a workshop for the local community. For successful projects, Ffilm Cymru can help structure and recruit for these opportunities via our own programmes and connections to other training providers in Wales.  Please provide either:   * A written outline of max. 500 words * A video or voice note of max. 3 mins in length (either as a private online link here OR included with other supporting materials – see below)   Please provide either:   * A written outline of max. 500 words * A video or voice note of max. 3 mins in length (either as a private online link here OR included with other supporting materials – see below) |
|  |
| **Entrepreneurialism**  We are keen to help producers to explore different ways to reach, test, and build different audiences for their work and to broaden the exploitation of their intellectual property, strengthening their business models. For example you might consider producing learning resources as part of your production for educational use. Or you might be thinking about aligning a photography exhibition with the release of your film.  Please provide either:   * A written outline of max. 500 words * A video or voice note of max. 3 mins in length (either as a private online link here OR included with other supporting materials – see below) |
|  |

## **Budget**

You can edit the template - please refer to the Guidelines for what should be included. You do not need to allocate figures against every line item.

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| --- | --- | --- | --- | --- |
|  | **Requested from Beacons**  *(indicate amount)* | **Third-Party Contribution**  *(indicate amount & if cash or in-kind)\** | **Applicant(s)**  **Contribution** *(indicate amount & if cash or in-kind)* | **TOTAL BUDGET** |
| Writer |  |  |  |  |
| Director |  |  |  |  |
| Producer |  |  |  |  |
| Cast |  |  |  |  |
| Director of Photography |  |  |  |  |
| Camera & Equipment hire |  |  |  |  |
| Locations |  |  |  |  |
| Travel |  |  |  |  |
| Accommodation |  |  |  |  |
| Art Department |  |  |  |  |
| Sound |  |  |  |  |
| Composer/Music |  |  |  |  |
| Editor |  |  |  |  |
| Post-Production |  |  |  |  |
| Visual Effects |  |  |  |  |
| Deliverables |  |  |  |  |
| Enhanced Access Materials |  |  |  |  |
| Insurance |  |  |  |  |
| Legals |  |  |  |  |
| Publicity Materials |  |  |  |  |
| Festival Submissions |  |  |  |  |
| Access Costs, *e.g.* childcare/care for dependents, disability access requirements (please specify) |  |  |  |  |
| Other (please specify) |  |  |  |  |
| 10% Contingency |  |  |  |  |
| **Total:** | **£** | **£** | **£** | **£** |
| **Notes on Budget:**  \*Please detail source  of any third-party contributions (i.e. whether secured or anticipated)  Please also provide explanatory notes for the budget as appropriate for e.g describing areas of the budget which you anticipate being high-cost and why |  | | | |

## **Application Checklist**

Please refer to the Guidelines for details on requirements for the requested supporting materials.

|  |  |  |
| --- | --- | --- |
| **Link to Supporting Materials:**  (online storage site preferred to email attachments, e.g. Dropbox, Google Drive or similar –  remember passwords & expiry date must be valid up to 12 weeks from application date) | | |
|  | | |
| **Please check the boxes to confirm that you have provided the following within the storage link:** | | |
| **Treatment**, outlining what is anticipated from the story and characters(.pdf or Word doc) |  | |
| **CVs and/or short biographies for the key team**  i.e. writer, director, and producer if attached. Please include IMDb links if relevant. |  | |
| **Relevant example(s) of previous work from the Director**  Ideally as viewing links – e.g. Vimeo, YouTube - include passwords where relevant |  | |
| **Copies of any existing underlying rights agreements or financing agreements relating to the project (if relevant).**  For example, option agreements if the film is an adaptation of an existing work, or an offer of funding from another financier or evidence of in-kind support. |  | |
| **Additional creative materials** (optional – e.g. mood boards/reel, pitch deck, test footage) |  | |

## **Please note:**

After submitting your application, you will receive an online link to complete **equality and diversity monitoring forms** for each writer, director and lead producer working on the project. The data is collected anonymously and will only be used for compliance with [The Equality Act of 2010](https://www.equalityhumanrights.com/en/equality-act/equality-act-2010), in the advancement of our [Film for Everyone Action Plan](https://ffilmcymruwales.com/film-everyone), and to report to our stakeholders where this is a contractual requirement.

Your application is not considered complete unless all supporting documentation relevant to your application has been delivered.

## **Declarations & Data Protection**

Ffilm Cymru Wales will use the information provided within this 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 and associated legal provisions concerning data protection. You have a right to ask for a copy of the information held by Ffilm Cymru Wales in its records. Additionally, please note that Ffilm Cymru Wales may be required to provide details referring to applications under the Freedom of Information Act.

Ffilm Cymru Wales reserves the right to cancel any application and require repayment of funds if false or incomplete information is supplied.

**Please sign below to confirm the following:** *(N.B. The signatory must be the Lead Applicant(s))*

* I confirm I have the authority to make this application on behalf of the applicant organisation, and if applicable am the rightsholder to the project seeking support herein.
* I confirm that all information provided on this application form, and in any material submitted in support of it, is truthful and accurate.
* I confirm that all other applications to other distributors of BFI NETWORK National Lottery or other public funding have been declared.
* I confirm acknowledgement of Ffilm Cymru Wales’ [Privacy Policy](https://ffilmcymruwales.com/about-us/our-policies):
* I undertake to inform Ffilm Cymru Wales fully and immediately of any changes affecting this application or related materials.

|  |  |  |
| --- | --- | --- |
| **I have read, understood and confirm the above.** | |  |
| **I consent to Ffilm Cymru contacting me about similar opportunities via email in the future** | | YES | NO |
|  |  |
| **Name** |  | | |
| **Signature** *(typed or electronic signature will be accepted)* |  | | |
| **Date** |  | | |

**Please email your application form/materials to** [**network@ffilmcymruwales.com**](mailto:network@ffilmcymruwales.com) **by the application deadline, Friday 27th June 2025 at 12pm**