

This is a preview of the application form. We can only accept applications through our online application portal.

WELCOME

You are about to begin an application to the **BFI Production Fund**.

Please read the guidelines before submitting your application. You can view the guidelines by clicking on the link above.

Please click on the tabs at the top of the page to navigate through the form. If you have any problems you can contact us by clicking on the link above.

To view your in-progress and submitted applications, please click on the account link above. Your account is linked with the email address that you used to access this form.

Before you submit your application, please can you complete our [BFI Equality Monitoring Form](#), which is a requirement of our funding.

Please tick to confirm that you have submitted the BFI Equality Monitoring Form for this project:

ORGANISATION

Please make sure this is the correct organisation that currently holds the development rights, unless you have already set up the special purpose vehicle for the production of the film.

Organisation's legal name

This field automatically pre-populates with the organisation associated with your last application to the BFI. If this was a special purpose vehicle set up for the production of a film, or one of your other organisations, please make sure that you have used the correct organisation for this application.

Company number

Legal registration number.

Please provide a link to your organisation's page on the [Companies House](#) website

Organisation's trading name
(if applicable)

Street address

Town/City

County

Country

Postcode

Website

ORGANISATION

The applicant should be the lead producer.

First name

Last name

Job title

Telephone

Email

If you have any specific communication needs, please tell us what they are:

Text phone

- Yes
- No

Sign language

- Yes
- No

Other (please specify below)

- Yes
- No

Once you have completed this section, please proceed to the next page.

PROJECT DETAILS

Project title/Working title

Request amount (£)

Estimated total production budget (£)

Project logline

Describe your film in a few sentences.

Genre

Tick all that apply.

- Action-Adventure
- Comedy
- Crime
- Drama
- Family/Children's
- Horror
- Musical
- Other
- Science Fiction
- Thriller

If 'Other' or sub-genre, please specify

Where is it set?

When is it set?

Resubmissions cannot be made for projects that have been previously declined by the Film Fund unless there is a substantial and significant change in elements, or unless we invite you to resubmit. Your application may be declined if you do not accurately inform us that your project has been previously submitted to the Film Fund or we feel that it has not undergone what we consider to be substantial changes.

Please tick if your application is a resubmission

- Yes
- No

If it is a resubmission, detail substantial changes in the script and/or a change in the creative team

If it is a resubmission, detail any previous titles of the project

Have you previously submitted a funding application for this project (which has been approved or declined) to any of the following BFI partners?

Tick all that apply.

- Creative England
- Ffilm Cymru Wales
- Film London
- Northern Ireland Screen
- Scottish Film Talent Network
- None of the above

Has this project received funding from the BFI including the BFI

NETWORK?

- Yes
- No

If yes please provide the reference number, project title and year

Has this project received funding from other Lottery distributors?

- Yes
- In progress
- No

OTHER PROJECTS

Do you or any of your team have another application or live project with any BFI Fund at present?

If so, please select the fund.

- None
- NETWORK early development
- NETWORK short film
- Production fund
- Development fund
- Short form animation fund
- Young Audiences Content Fund

What is the title/working title of your application or live project?

What is the status of your live project?

- None
- Pending assessment
- Awarded funding

TEAM

Please ensure that you attach the previous work from the writer and director at the end of the application form.

Producer details

Name of Producer

The producer must be acting solely as the producer with a separate writer and director attached.

Please confirm if this is the lead producer?

- Yes
- No

Current county of residence

IMDb

Number of feature films cinematically released

- 0
- 1

- 2
- More

Key credits

Briefly detail credits and relevant experience in film or any other medium.

State whether projects are completed or in development and include festival screenings and awards if applicable.

Writer details

Name of Writer

Current county of residence

IMDb

Number of feature films cinematically released

- 0
- 1
- 2
- More

Key credits

Briefly detail credits and relevant experience in film or any other medium.

State whether projects are completed or in development and include festival screenings and awards if applicable.

Writer's agent/agency (if applicable)

Director details

Name of Director

Current county of residence

IMDb

Number of feature films cinematically released

- 0
- 1
- 2
- More

Key credits

Director's agent/agency

Once you have completed this section, please proceed to the next page.

CREATIVE PROPOSAL

Story/Synopsis

Please give us your creative vision for your project, telling us why you want to make the film and why now

Include statements from your writer and director.

Please detail the work undertaken so far on the project to bring it to this point

Please include weblinks to any materials that are relevant to the project (we must see the director's previous work)

Once you have completed this section, please proceed to the next page.

PRODUCTION

Proposed pre-production date

Proposed principal photography date

Production plan

Please tell us how you are going to achieve your creative vision.

Casting

Please give us details of your casting ambitions and indicate where these are secured.

Heads of Department

Please give details of the HODs with whom you would like to make the film.

Locations

Please give details of the key film locations and where you propose to film.

Environmental Impact

Tell us here about your plans to make an environmentally responsible film.

How will you work in a way that minimises the contribution of your project to climate change and its impact on the environment?

Please note that you'll be required to do a [BAFTA albert carbon footprint calculation](#) for your film, pre- and -post production.

Is your project an adaptation of an underlying work?

- Yes
- No

If yes, you must identify the source (book, life story, play, film, etc.) and state the rights owner

Please insert a link to the material.

If your project is an adaptation, you must tell us where are you in the rights process

You may be asked to provide proof of this at a later stage.

- Option Secured
- Written proof that an option can be secured
- Source is out of copyright

Once you have completed this section, please proceed to the next page.

FINANCE

Please detail why you are applying for National Lottery funding as opposed to other funding

Development spend to date

Please tell us about any development spend to date and the source of that finance.

Production Finance plan

Please detail a feasible draft finance plan showing how your film could be funded.

Please answer 'yes' or 'no' to the following statement:

"My budget is a first feature with a budget under £750k and I have included a request for marketing and distribution funding support of £25k or below from the BFI."

- Yes
- No
- Unsure

Do you have a BFI Locked Box?

- Yes
- No
- Unsure

If yes, do you anticipate that the amount in the BFI Locked Box will total more than £20,000 at the point of financial closing of this film?

If yes, please ensure you are using the full amount over £20,000 for this project.

- Yes
- No

- Unsure

Please detail any unusual or challenging budgeting requirements that you foresee

Once you have completed this section, please proceed to the next page.

MARKET

Do you have a Distributor or Sales Agent attached to the project?

- Yes
 In progress
 No

If 'yes', or 'in progress', please detail the name of the company

Distribution and Festival strategy

Once you have completed this section, please proceed to the next page.

BFI DIVERSITY STANDARDS

The under-represented groups we look at primarily relate to the protected characteristics as defined in the [UK Equality Act 2010](#):

- Age
- Disability
- Gender reassignment
- Marriage and civil partnership
- Pregnancy and maternity
- Race
- Religion or belief
- Sex
- Sexual orientation

In addition we seek to address under-representation in the following areas:

- Regional participation
- Socioeconomic background
- Caring responsibilities

STANDARD A: ON-SCREEN REPRESENTATION, THEMES AND NARRATIVES

To achieve Standard A you will need to meet THREE of the criteria below:

A1: Lead characters, contributors, presenters, voice artists

At least one of the lead characters / contributors / presenters / voice artists are from an under-represented group(s).

Please outline and select the underrepresented groups:

- Age
- Disability
- Gender reassignment
- Marriage and civil partnership
- Pregnancy and maternity
- Race
- Religion or belief
- Sex
- Sexual orientation
- Regional participation
- Socio-economic inclusion
- Other

A2: Other characters, contributors, presenters, voice artists, competitors

The total of your secondary or more minor on-screen individuals meet one, or more, of the following targets:

- A 50-50 gender balance
- 20% belonging to an under-represented ethnic group
- 10% LGBTQ+
- 7% D/deaf and disabled
- Significant amount of contributors or competitors resident in the UK outside of London and the South-East
- Significant amount of contributors or competitors are from a lower socioeconomic background

In addition, for Scripted Films and Programmes, you should indicate these characters' roles in the story and where applicable explain where there are characters that are not frequently portrayed on screen or are offering non-stereotypical representation.

Please outline and select the underrepresented groups:

- Age
- Disability
- Gender reassignment

- Marriage and civil partnership
- Pregnancy and maternity
- Race
- Religion or belief
- Sex
- Sexual orientation
- Regional participation
- Socio-economic inclusion
- Other

A3: Main storyline / subject matter

The main storyline(s), theme or narrative of the film or programme is about under-represented group(s). Series or screening programmes should demonstrate diversity across the majority of programmes in order to meet A3, not just a single episode or element.

Please outline and select the underrepresented groups:

- Age
- Disability
- Gender reassignment
- Marriage and civil partnership
- Pregnancy and maternity
- Race
- Religion or belief
- Sex
- Sexual orientation
- Regional participation
- Socio-economic inclusion
- Other

A4: Other storylines / subject matter

There are other elements of your storyline(s) or subject matter that are about under-represented group(s).

Please outline and select the underrepresented groups:

- Age
- Disability

- Gender reassignment
- Marriage and civil partnership
- Pregnancy and maternity
- Race
- Religion or belief
- Sex
- Sexual orientation
- Regional participation
- Socio-economic inclusion
- Other

A5: Location

For Scripted Films and programmes: The setting is wholly, or partially, in an under-represented region or community. If your project is an animation that offers relevant representation, please detail how the world or place will be represented.

For Factual and Entertainment programmes: Filming should be wholly, or partially, on location or inside a studio outside of London and the South East of England.

Please outline and select the underrepresented groups:

- England - East Midlands
- England - East of England
- England - London
- England - North East
- England - North West
- England - South East
- England - South West
- England - West Midlands
- England - Yorkshire & Humber
- Northern Ireland
- Scotland
- Wales
- Other

A6: Casting decisions

Casting choices that address under-representation and challenge tropes and stereotypes.

Please outline and select the underrepresented groups:

- Age

- Disability
- Gender reassignment
- Marriage and civil partnership
- Pregnancy and maternity
- Race
- Religion or belief
- Sex
- Sexual orientation
- Regional participation
- Socio-economic inclusion
- Other

Please state whether you have addressed at least three of the categories to meet Standard A?

- Yes
- No

STANDARD B: CREATIVE LEADERSHIP AND PROJECT TEAM

You will not be asked to identify individuals by name.

Please note that, where the total crew or project team size is less than 25 (e.g. documentaries, smaller festivals and screening programme projects), allowances will be made in terms of number of people required to meet a criteria.

To achieve Standard B you will need to meet TWO of the criteria below:

B1: Department heads

At least three of the following Heads of Department or Creative Leadership are from under-represented groups: Animation Director; Art Director; Composer; Costume Designer; Creator; Director; Director of Photography; Editor; Executive Producer; Head of Production; Post Production Supervisor; Producer; Production Designer; Production Executive; Senior Animator; Series Director; Series Editor; Series Producer; Show Runner; Storyboard Supervisor; Technical Director; Writer; VFX Supervisor

If you are applying for a project that is not a film or a television production, you can detail any other department heads not listed above.

Please outline and select the underrepresented groups:

- Age
- Disability
- Gender reassignment

- Marriage and civil partnership
- Pregnancy and maternity
- Race
- Religion or belief
- Sex
- Sexual orientation
- Regional participation
- Socio-economic inclusion
- Other

B2: Other key roles

At least six other key roles (mid-level crew/team and technical positions) are filled by someone from an under-represented group.

Please outline and select the underrepresented groups:

- Age
- Disability
- Gender reassignment
- Marriage and civil partnership
- Pregnancy and maternity
- Race
- Religion or belief
- Sex
- Sexual orientation
- Regional participation
- Socio-economic inclusion
- Other

B3: Other project staff

At least one or more of the following targets are met for the overall crew or project staff:

- A 50-50 gender balance
- 20% target for those identifying as belonging to an under-represented ethnic group
- 10% target for those identifying as LGBTQ+
- 7% target for those identifying as D/deaf and disabled

- Significant amount of crew / staff resident in the UK outside of London and the South-East
- Significant amount of crew / staff from a lower socioeconomic background

Please outline and select the underrepresented groups:

- Age
- Disability
- Gender reassignment
- Marriage and civil partnership
- Pregnancy and maternity
- Race
- Religion or belief
- Sex
- Sexual orientation
- Regional participation
- Socio-economic inclusion
- Other

B4: Regional employment

The film, programme or project offers substantial local employment in the UK outside of London and the South East of England.

Please outline and select the underrepresented groups:

- England - East Midlands
- England - East of England
- England - London
- England - North East
- England - North West
- England - South East
- England - South West
- England - West Midlands
- England - Yorkshire & Humber
- Northern Ireland
- Scotland
- Wales
- Other

Please state whether you have addressed at least two of the categories to meet Standard B?

- Yes
- No

STANDARD C: INDUSTRY ACCESS AND OPPORTUNITIES

You will not be asked to identify individuals by name.

Standard C is compulsory for all applicants with the exception of BAFTA and BIFA applications. Concessions may also be made for programmes and projects with very small teams e.g. development applications.

To achieve Standard C you will need to meet TWO of the criteria below:

C1: Paid employment opportunities

Your project is offering paid employment opportunities (such as apprenticeships, internships, expert advisers and similar) to people from under-represented groups.

Please outline and select the underrepresented groups:

- Age
- Disability
- Gender reassignment
- Marriage and civil partnership
- Pregnancy and maternity
- Race
- Religion or belief
- Sex
- Sexual orientation
- Regional participation
- Socio-economic inclusion
- Other

C2: Training opportunities and skills development (craft, creative and business) including one-off, bespoke and student work-experience opportunities

Your project is offering training opportunities (including work experience and other opportunities such as skills/craft development for crew and staff coming from outside of the industry, on-set and one-off training) to people from under-represented groups.

Please outline and select the underrepresented groups:

- Age
- Disability

- Gender reassignment
- Marriage and civil partnership
- Pregnancy and maternity
- Race
- Religion or belief
- Sex
- Sexual orientation
- Regional participation
- Socio-economic inclusion
- Other

C3: Promotion to a role that constitutes career progression

Crew/team members from under-represented groups are given a role that constitutes career progression.

Please outline and select the underrepresented groups:

- Age
- Disability
- Gender reassignment
- Marriage and civil partnership
- Pregnancy and maternity
- Race
- Religion or belief
- Sex
- Sexual orientation
- Regional participation
- Socio-economic inclusion
- Other

C4: First job in a role that constitutes career progression from prior training

Crew/team members from an under-represented group are given their first professional (non-trainee) role on the project.

Please outline and select the underrepresented groups:

- Age
- Disability
- Gender reassignment
- Marriage and civil partnership
- Pregnancy and maternity
- Race
- Religion or belief
- Sex
- Sexual orientation
- Regional participation
- Socio-economic inclusion
- Other

C5: Meaningful, structured mentoring programmes

Mentorship programmes for people from under-represented groups are being run as part of the project, either as part of a structured mentorship over the course of the project, as part of wider mentorship programme run by the company or where a HOD or creative from the project acts as a mentor within a wider programme and their mentee(s) have some involvement with the project.

Please outline and select the underrepresented groups:

- Age
- Disability
- Gender reassignment
- Marriage and civil partnership
- Pregnancy and maternity
- Race
- Religion or belief
- Sex
- Sexual orientation
- Regional participation
- Socio-economic inclusion
- Other

Please state whether you have addressed at least two of the categories

to meet Standard C?

- Yes
- No

STANDARD D: AUDIENCE DEVELOPMENT

To achieve Standard D you will need to meet THREE of the criteria below:

D1: Disability access and materials

Access interventions are provided that go beyond statutory requirements or the obligations of UK broadcasters (BSL, subtitles, audio description). A real commitment to making a venue, festival, event, film release or programme broadcast accessible to as wide an audience as possible.

Please outline and select the underrepresented groups:

- Age
- Disability
- Gender reassignment
- Marriage and civil partnership
- Pregnancy and maternity
- Race
- Religion or belief
- Sex
- Sexual orientation
- Regional participation
- Socio-economic inclusion
- Other

D2: Under-served audiences

The target audience(s) of a project is an under-served audience group, with a clear strategy to reach them.

Please outline and select the underrepresented groups:

- Age
- Disability
- Gender reassignment
- Marriage and civil partnership
- Pregnancy and maternity
- Race
- Religion or belief
- Sex

- Sexual orientation
- Regional participation
- Socio-economic inclusion
- Other

D3: UK regional and national audiences outside London

There is a clear strategy to add value and to engage audiences from outside of central London.

Please outline and select the underrepresented groups:

- England - East Midlands
- England - East of England
- England - London
- England - North East
- England - North West
- England - South East
- England - South West
- England - West Midlands
- England - Yorkshire & Humber
- Northern Ireland
- Scotland
- Wales
- Other

D4: Promotional and marketing strategies

There is a clear strategy to engage the under-served audience(s) you have referenced in D2 including marketing; events; outreach; online strategies; educational content; App, game or VR content; or competitions or partnerships with charities, community groups or other relevant organisations.

Please outline and select the underrepresented groups:

- Age
- Disability
- Gender reassignment
- Marriage and civil partnership
- Pregnancy and maternity
- Race

- Religion or belief
- Sex
- Sexual orientation
- Regional participation
- Socio-economic inclusion
- Other

D5: Partnerships utilising specialist and/or expert knowledge

The project utilises specialist and/or expert knowledge in order to engage the under-served audience(s) you have referenced in D2.

Please outline and select the underrepresented groups:

- Age
- Disability
- Gender reassignment
- Marriage and civil partnership
- Pregnancy and maternity
- Race
- Religion or belief
- Sex
- Sexual orientation
- Regional participation
- Socio-economic inclusion
- Other

Please state whether you have addressed at least three of the categories to meet Standard D?

- Yes
- No

Once you have completed this section, please proceed to the next page.

DECLARATIONS

Diversity Standards

I have completed the Diversity Standards section and I am aware that I may be required to review and resubmit this information.

Please tick to confirm:

- Yes
- No

General Conditions

I have read and agree to abide by the [BFI National Lottery Funding General Conditions](#).

Please tick to confirm:

- Yes
- No

Authorised to Apply

I confirm that I am authorised to make this application and accept a conditional offer. I also have the authority to repay the British Film Institute in the event of the conditions not being met.

Please tick to confirm:

- Yes
- No

Supporting Materials

I have read and understood the British Film Institute's application guidelines. I confirm that the information I have given on this application is true and correct. Any material I have sent to support my application is also true and correct. I will tell you immediately if this information or the supporting material needs to be updated. I am happy for you to provide copies of this form and any supporting material to any person or organisation you wish to consult about my application.

Please tick to confirm:

- Yes
- No

Conflict of Interest

The British Film Institute is required to identify all relevant financial or personal interests that may exist between board members or employees of the BFI and applicants. This is to ensure that measures can be introduced to prevent a conflict of interest arising between those persons assessing the application for the British Film Institute and such applicant. Do you or any of your colleagues on the project have any financial and / or close personal relationship with any Board member or employee of the British Film Institute?

- Yes
- No

If yes, please give details of the nature of your relationship (e.g. spouse, relative, financial interest):

Data Protection

Part or all of the information you give us will be held on an internal grants management system for the administration of applications and

awards. We may also use this information for the evaluation of our Funds. We may provide copies of the information in confidence to further individuals or organisations who are helping us assess applications or monitor funding and also with other companies in the British Film Institute group of companies. We may use a credit reference agency to validate information you have provided in your application. This is not a credit check and will not affect your ability to receive credit from other organisations. The credit reference agency we use may keep a record of the information, and may disclose the fact that a search of its records was made to its other clients, in order to stop fraud. By submitting this application, you are providing your informed consent (permission) for the BFI to run such an identity verification check, including its access, use and storage. If you have knowingly provided false or inaccurate information to us at any point, we may provide details to fraud prevention agencies. If you are a company this will include the names of the Company Directors at the time of the fraud. You must undertake to inform all Directors, Trustees and Committee members of this notice.

Once you have completed this section, please proceed to the next page.

ATTACHMENTS

Please attach the relevant documents to your application:

- Script for this project (Required)
- Director's previous work (Required) - you can attach up to three documents
- Production package (Required) - you can attach up to six documents (this could include the existing outline, treatment, proposal, pitch doc, budget and schedule)
- Any other attachments relevant to the project (Optional) - you can attach up to three documents

We may contact you within the assessment period to ask for further material.

You will then be required to submit the requested materials within one week of the request.

Please make sure to only attach documents that have been created in Movie Magic as PDF files.

Upload

The maximum size for all attachments combined is 25 MB. Please note that files with certain extensions (such as ".exe", ".com", ".vbs", or ".bat") cannot be uploaded.