

BFI Doc Society Production SOS Fund Application Form

This is a preview only, please apply through our website

In order to be eligible for selection for funding from the BFI Doc Society Production SOS Fund, your film must meet each of the following criteria in this checklist:

My project is a “single project” documentary feature length film, which will be at least 69 minutes in length.

My project has incurred unexpected additional production costs due to interruption as a result of COVID-19 that cannot be covered by other sources.

My project has a production budget of no more than £1,500,000, and was already in active late pre-production or filming when it was interrupted.

My project is independently financed, i.e. not funded by a studio/quasi or mini studio, a major SVOD or other online-platform or a commissioning broadcaster.

I am able to evidence that I have secured all, or a substantial portion of the funding required to cover the costs of production to reach at least rough cut stage of the documentary film (excluding any COVID-19 related costs) and that such funding will remain available upon resumption of production.

My team (producer and director) are all 18 years of age or over.

My application is being made by the lead UK production entity for the project, which is a company registered and centrally managed in the UK.

My project is capable of obtaining a BBFC certificate which is no more restrictive than BBFC '18'.

My project is capable of being certified as British through any one of the following:

- The Cultural Test
- One of the UK's official Bilateral Co-Production Treaties
- The European Convention on Co-Production

My project has not received or been awarded funding from the BFI Doc Society Features Fund.

I acknowledge that awards made under this fund are a form of State Aid, and I confirm that any funds paid to me pursuant to this application will not result in my business exceeding the

State Aid “de minimis” level (that is State Aid of more than €200,000 over a 3 consecutive fiscal year period, being paid to a single undertaking for a wide range of purposes)

PROJECT INFO

1: Name of Producer

2: Email

3: Date of Birth

4: What region of the UK is the Producer based?

Scotland

Northern Ireland

North of England

Midlands

South West of England

London

South East of England

Wales

Other

5: Contact Number

6: Organisation name

7: Organisation trading name (if applicable)

8: Company or Charity Number

9: Organisation registered address

10: Website

PROJECT DETAILS

1: Project title and Logline

2: Story Summary / Synopsis

3: Request Amount (£) (maximum amount is £15,000)

4: Original estimated total production budget (£)

5: Revised estimated total production budget (£)

Please note that you will be asked to attach a budget sheet specific to the Request Amount.

6: British Film Status – please confirm whether you expect your film to qualify under the Cultural Test, or as an official co-production, and whether you have applied for or received an interim certificate from the BFI Certification Unit.

KEY CREATIVE PERSONNEL

Director
Producer
Editor

Please provide brief biographies for the director(s), the producer(s), and if attached, the editor. Include notable credits and/or major recognition or award information. For each key creative team member, include information about relevant expertise and the individual's role in the project. Bullet list names and titles of any attached advisors and/or consultants.

PRODUCTION PLAN

Please tell us how the production has been impacted by COVID-19 and what your production plans are for when production is able to resume safely.

FINANCE

- 1: Please detail why you are applying for the BFI Doc Society Production SOS funding, including details of any other additional funding that you have considered or applied for, and/or explain why other funding sources are not available to you to help cover your additional COVID-19 related costs.**
- 2: Please tell us about your production spend to date and how it was financed.**
- 3: Please detail your sources of funding/anticipated finance plan before the stand down and any additional sources of income that have become available to you since the stand down. Please include details of any pending or completed insurance claims and, where applicable, your original tax credit calculation and a calculation of any additional tax credit that you expect to be generated by your additional COVID-19 related/restart spend. If there is no tax credit in your finance plan, please explain why not.**
- 4. Please detail any unusual or challenging budgeting requirements that you foresee when restarting production.**

5. Do you have a sales agent or any distributors (including any broadcasters or SVOD platforms) attached to the project? If “yes”, please detail the name of the company/companies and provide a brief summary of key commercial terms of your agreement with them (e.g. term, territory/ies, sales commission/licence fee, as applicable).
 6. Have you received any other public funding grants, loans or subsidy in the past three years? If so, please detail the source(s) and amount(s) below.
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SUPPORTING MATERIALS

SUPPORTING MATERIALS UPLOAD (would like the producers to upload the following:

- The underlying chain of title
- A timeline setting out the date that active pre-production or production commenced, and the date that your production stood down
- The production budget for your project prior to stand down
- A cost report including all spend up to the stand down date
- The original finance plan for your project
- Copies of all existing funding, sales and/or distribution agreements (including any distribution and/or license agreements with any broadcaster or SVOD platform)
- A copy of any production insurance policies in place at the date of stand down and details of any claims that you have made, or intend to make, under them
- A production continuation budget, including where applicable:
 - o holding fees for contracted crew (to the extent salary costs are not covered by the Coronavirus Job Retention Scheme)
 - o a maximum allowance of 20% (not exceeding £1,500 per person) of the production continuation budget allocated for the Producer and the Director.
 - o expected costs to resume the production not accounted for in the production budget prior to stand down, including specific COVID-19 health and safety and other production restart costs for the remainder of the production period; and
 - o any other costs related to the stand down of your production that are not covered above including e.g. additional rights payments, facilities and/or location fees and any additional production legal costs
- Details of any other funding or support that you have already applied for and/or secured (including from your existing funders and/or insurers) in respect of the costs included in your production continuation budget

#1: Please choose YES here in order to upload all supporting materials at the end of the application.

Please note: The upload button appears after you have completed and submitted your application. Please look under "my proposals", here you will see your submitted

application, next to that in blue is an upload button. Press that and you can upload all supporting materials. These need to be uploaded alongside your application & NOT sent via email separately.

GENERAL CONDITIONS

Supporting Materials

I have read and understood the Doc Society'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: Tick Box

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 Doc Society 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 Doc Society 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.

EQUALITY MONITORING FORM

Are you the producer/director?:

What is your gender:

- Female
- Male
- Non Binary
- Prefer not to say
- Prefer to self-describe

Gender Identity

Do you identify as trans?

Yes

No

Prefer not to say

If you prefer to use your own term, please specify here

What is your ethnicity:

Please select the most detailed appropriate option available to you?

Black/African/Caribbean/Black British

African

Caribbean

Any other Black/African/Caribbean background

Asian/Asian British

South Asian

East Asian

South East Asian

Any other Asian background

Mixed/multiple ethnic groups

White & Asian

White & Black African

White & Black Caribbean

Any other Mixed/multiple ethnic background

Other ethnic group

Arab

Any other background

White

British (English/Welsh/Scottish/Northern Irish)

Gypsy or Irish Traveller

Irish

Any other white background

Prefer not to say

Disability:

The Equality Act 2010 defines disability as 'a physical or mental impairment which has a substantial and long term effect on a person's ability to carry out normal day to day activities'. Please tell us if you consider yourself to have a disability. We are accredited members of Disability Confident and therefore applicants with a disability who meet our minimum person specification requirements will be guaranteed an interview.

Do you consider yourself to have a disability, impairment, learning difference or long term condition?

No

Yes

Prefer not to say

Age:

Please tell us your age within this range?

Under 16

16-19

20-24

25-29

30-34

35-39

40-44

45-49

50-54

55-59

60 or over

Prefer not to say

Please tell us your sexual orientation:

Bisexual

Gay Man

Gay Woman/Lesbian

Heterosexual/Straight

Prefer not to say

Other

Where are the members of your team based:

Tick all that apply

England – London

England – South East

England – South West

England – North

England – Midlands

Northern Ireland

Scotland

Wales

Where will the funds you have applied for be spent:

Please select the most detailed option (region/county) available to you.

Tick all that apply

England – East Midlands

Derbyshire

Leicestershire

Lincolnshire

Northamptonshire

Nottinghamshire
Rutland

England – East of England

Bedfordshire
Cambridgeshire
Essex
Hertfordshire
Norfolk
Suffolk

England – London

London

England – North East

County Durham
Northumberland
Teeside
Tyne & Wear

England – North West

Cheshire
Cumbria
Lancashire
Liverpool
Manchester
Merseyside

England – South East

Berkshire
Buckinghamshire
Hampshire
Isle of Wight
Kent
Middlesex
Oxfordshire
Surrey
Sussex

England – South West

Bristol
Cornwall
Devon
Dorset
Gloucestershire
Somerset
Wiltshire

England – West Midlands
Birmingham
Herefordshire
Shropshire
Staffordshire
Warwickshire
Worcestershire

England – Yorkshire & Humber
North East Lincolnshire
North Lincolnshire
North Yorkshire
South Yorkshire
West Yorkshire

Northern Ireland
Scotland
Wales

[Further levels of geography can be added as appropriate by partners working in Northern Ireland, Scotland or Wales]

Socioeconomic background:

What type of school did you mainly attend between the ages of 11 and 16?

Attended school outside the UK
Independent or fee-paying school – bursary
Independent or fee-paying school – no bursary
State-run or state-funded school – non selective
State-run or state-funded school – selective on academic, faith or other grounds
Prefer not to say
Don't know
Other

When you were 14, what did the main income earner in your household do for a living?

Clerical and intermediate occupations e.g. secretary, nursery nurse, office clerk, call centre agent
Middle or junior managers e.g. office manager, warehouse manager, restaurant manager
Modern professional occupations e.g. teacher, nurse, social worker, artist, musician, software designer
Routine manual and service occupations e.g. van driver, cleaner, porter, waiter/waitress, bar staff
Semi-routine manual and service occupations e.g. postal worker, security guard, machine worker, receptionist, sales assistant
Senior managers and administrators e.g. finance manager, chief executive
Technical and craft occupations e.g. fitter, plumber, printer, electrician
Traditional professional occupations e.g. accountant, solicitor, scientist, medical practitioner
Unemployed/never worked/long term sickness

Prefer not to say

Caring responsibilities:

Do you have caring responsibilities?

Tick all that apply

- Primary carer of a child or children (under 18)
- Primary carer of disabled adult (18 and above)
- Primary carer of disabled child or children
- Primary carer of older person (65 and above)
- Secondary carer
- None
- Prefer not to say

Returns:

Are you returning to work following an extended period (12 months or more) of absence?

- Yes
- No
- Prefer not to say

If yes, select one of the following:

- Period of ill health
- Primary carer of adult (18 and above)
- Primary carer of child or children (under 18)
- Prefer not to say

Please tell us your religion or belief:

- Buddhist
- Christian
- Hindu
- Jewish
- Muslim
- No religion
- Sikh
- Other
- Prefer not to say

Nationality:

Please state:

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PLEASE REVIEW YOUR APPLICATION BEFORE YOU SUBMIT