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AWARDING FUNDS FROM
THE NATIONAL LOTTERY®

**SCREEN SCOTLAND
SGRÌN ALBA**

ALBA | CHRUTHACHAIL

Our fund for film festivals and screenings in Scotland



**Easy read booklet
March 2024**

Who we are and what this booklet is about



We are **Screen Scotland**. We help people in Scotland to make films and TV shows. We are a part of **Creative Scotland**.



We have a **fund** to help people run **film festivals** or **screenings** in Scotland.



A **fund** is an amount of money you can ask for.



Film festivals are events where you can watch lots of different films with other people.



Screenings are events where a film or TV show is shown to people for the first time.

About us



We do lots to help people make films and TV shows in Scotland.



We give people money to make different types of films and TV shows.



We train people who want to make films and TV shows so it is easier for them to find jobs.



We make sure Scotland has great **studios**. **Studios** are places where people make films and TV shows.



We help people in Scotland and around the world to watch Scottish films and TV shows.



We tell people how great it is to make films and TV shows in Scotland.

About our fund



You can use our fund to help you run film festivals or screenings in Scotland.



Your film festival or screening must be for **audiences** to watch. **Audiences** are the people who go to your film festival or watch your screening.



We want you to encourage **under-represented audiences** to go to your film festival or screening.



Under-represented audiences are people who do not normally go to film festivals or screenings.

Under-represented audiences



We want you to get people who do not normally go to film festivals or screenings to go to yours.



People might not go to film festivals or screenings because of things like their age, disability or race.



You will need to think of an under-represented audience and decide why they would want to go to your film festival or screening.



You will need to find a way to talk to your audience and tell them about your film festival or screening.



This year we want organisations to show their film festival or screening to certain under-represented audiences.



These audiences are

✓ children

✓ young adults



✓ Polish or South Asian people.

✓ d/Deaf people



✓ disabled people.

✓ people who live in an area that makes it hard for them to go to film festivals and screenings.



For example, people who live in the countryside or a place that does not have a lot of money.



We are more likely to give you money if your film festival or screening is for these audiences.



Many of the people who belong to these under-represented audiences are also underrepresented in the **film and TV industry**.



The **Film and TV industry** means all the jobs and people involved in the making of films and tv shows.



They are underrepresented because they are not involved in the making of many films and TV shows.



This year we want to give money to people who are d/Deaf, disabled, young, Polish or South Asian.



We want people who are underrepresented to run film festivals or screenings in Scotland.

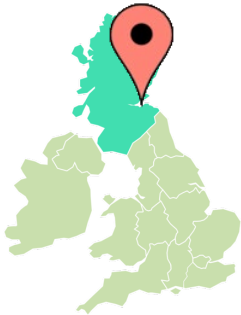
Who can apply



Any organisation in Scotland that runs film festivals or screenings can apply for our fund.



Your film festival or screening must be for audiences in Scotland.



All film festivals and screenings must happen in Scotland unless people can watch them online.

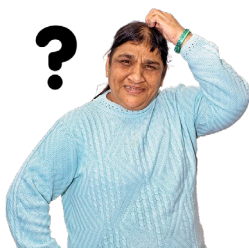
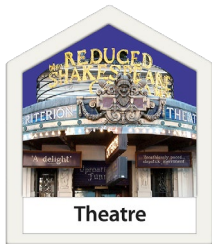
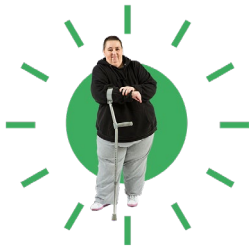


You can apply if your film festival or screening will happen between **1 September 2024** and **31 August 2025**.



If your organisation is not in Scotland, you can work with an organisation in Scotland and ask them to apply.

Who cannot apply



You cannot apply for our fund if

- you are 1 person.
- you are a film club.
- you are a **venue**. A **venue** is the place where your film festival or screening happens, like a cinema.
- you already get money from Creative Scotland.
- you have not worked with your audience before or run a festival or screening before.
- your film festival or screening is part of a school programme.
- your audience will mostly be other people who make films and TV shows.

Who we want to give money to



We want to give money to organisations that know who their audiences are.



You must know how your film festival or screening will be run and how you are going to tell people about it.



You must have a good idea of what you want your film festival or screening to **achieve**.



Achieve means the good effect your film festival or screening will have.



Your organisation must have the right skills to plan and run a film festival or screening.

What we care about



We want to help organisations that care about the same things we do.

We care about **equality, diversity and inclusion**



Equality means it is easy and fair for everyone to watch or help you plan and run your film festival or screening.



Diversity means lots of different types of people can watch or help you plan and run your film festival or screening.



Inclusion means everyone has the chance to watch or help you plan and run your film festival or screening.



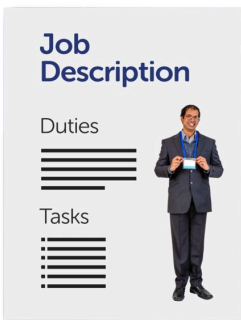
It is important that everyone in Scotland can go to places to watch and enjoy films and TV shows.



We want films and TV shows made by lots of people from around the world to be shown in Scotland.



There are people who make great films and TV shows that do not get the chance to show their work.



You could give these people jobs to help you plan and run your film festival or screening.

We care about **fair work**



You should treat the people who work for your organisation fairly and pay them for their work.



We care about **the environment**

The **environment** means everything around us including air, water, plants and animals.



We want you to think about how your film festival or screening will affect the environment in a bad way.



We want some organisations to use their film festival or screening to talk about the **climate crisis**.



The **climate crisis** means how the earth's weather is changing because we use too many fuels like oil and gas.



We care about **working with others**

We want some organisations to work with people outside of Scotland and to share ideas with them.

How much money we will give



We will give organisations between **£10,000** and **£40,000**.



If you need more than **£40,000**, talk to our **enquiries team**.



If you need less than **£10,000**, we have other funds that might be better for you.

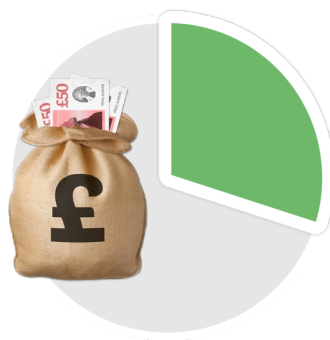


Our **enquiries team** can answer any questions you might have. Send an email to this address enquiries@creativescotland.com

Your budget



Your **budget** is how much money you have to plan and run your event.



At least 30% of your budget needs to be your own money.



You might make your own money from things like ticket sales, or you can apply for money from other organisations.



If you are a larger organisation you will need to make more of your own money.

What you can use the money for

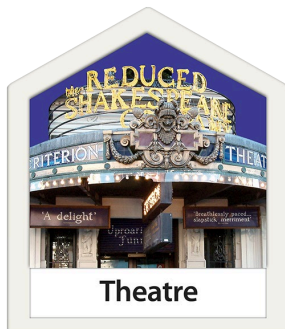


You can use money from our fund to pay for things like

- the costs to train your staff and pay them for their work.



- the costs to learn more about your audiences and talk to them about your film festival or screening.



- hiring a venue.

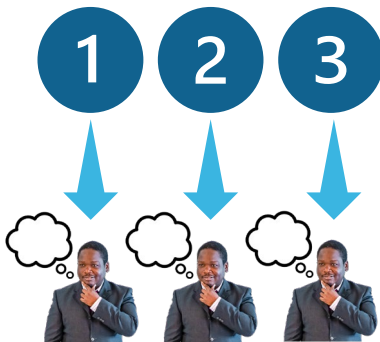


- **access costs.** **Access costs** are things that people need to watch your film festival or screening. This could be things like a BSL interpreter or wheelchair ramps.

When can you apply



There are 3 dates you can apply for our fund.



For each of the 3 dates we will make a decision about your application by a set date.



There must be at least 8 weeks between the date we decide to give you money and the date you start your event.



You need to think about when you want to start your event.



You can apply on **18 April 2024** and we will make our decision by **27 June 2024**.



You can apply on **16 September 2024** we will make our decision by **27 November 2024**.



You can apply on **13 January 2025** and we will make our decision by **3 March 2025**.



You can apply earlier than **18 April 2024** if you want to.



You cannot apply after midnight on **13 January 2025**.

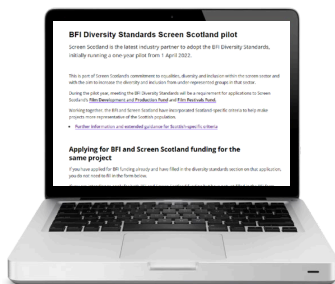
Before you apply for our fund



Before you apply for our fund, we need to make sure you follow rules called **BFI Diversity Standards**.



BFI Diversity Standards make sure you include lots of different people when you decide who will watch or help you plan and run your film festival or screening.



Go to this website to find out more about BFI Diversity Standards and to fill in an application form

BFI Diversity Standards



This application form will tell us if you follow BFI Diversity Standards.



If you have not applied for a fund before you should talk to our **Audience Development Team.**



Our **Audience Development Team** can help you find the right audience for your film festival or screening.



They can also help you if you have not run many film festivals or screenings before.



Send an email to this address to if you want to talk to our Audience Development Team

enquiries@creativescotland.com

How to apply for our fund



Go to this website to fill in your application form for our fund

Application form



After you fill in your application form, send it this email address

screen@creativescotland.com



Your application can be in English, Gaelic, or Scots.



Please tell us if you need help to fill in your application form.

Other information we need



You will also need to send us a

- **risk assessment.** A **risk assessment** is a list of all the bad things that could happen and what you will do if they happen.



- **financial plan** and budget. A **financial plan** explains how you will spend your money.



- **marketing plan.** A **marketing plan** explains how you will tell people about your film festival or screening and get people to buy tickets.



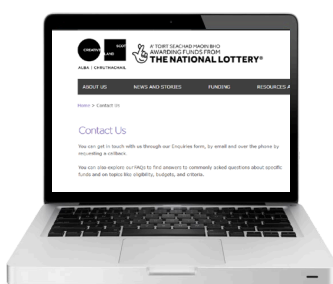
You will also need to show us you have filled in the application form for BFI Diversity Standards

Contact us



Send us an email to this address if you have any questions

enquiries@creativescotland.com



Click this link to send us a message on our website

[Contact us](#)

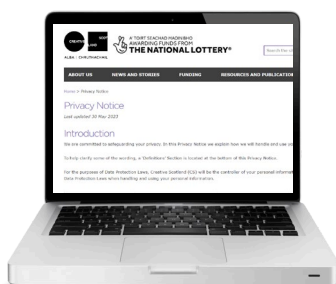


Go to this website if you are d/Deaf and use BSL

[Contact BSL Scotland](#)



In your application for our fund, we ask you for some information about you.



Go to this website to find out why we ask for this information and how we keep it safe

[Your information](#)