

BFI FAN COVID-19 Resilience Fund



BFI FAN COVID-19 Resilience Fund FAQ

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1. About the Fund

What is the BFI FAN COVID-19 Resilience Fund?

On 9 April, the BFI announced a programme of support worth £4.6m (\$5.7m) to aid the UK film sector, which has been badly affected by the Covid-19 crisis.

The £1.3m BFI FAN Covid-19 Resilience Fund has repurposed funds from the BFI Film Audience Network's (FAN) National Lottery activity funding to offer relief to exhibitors and other FAN members across the UK that have been impacted by the Covid-19 closures. From 15 April, applications can be submitted to local Film Hubs.

2. How do I apply?

What is the application deadline?

The deadline for applications to the Fund is 6pm (BST) on Wednesday 6 May 2020. We do not anticipate issuing a further call for applications but

this may be reviewed if the impact of Covid-19 is longer than anticipated and subject to initial demands on the Fund.

Can I discuss my situation with someone before I make an application?

Yes, please contact your regional Film Hub. [Find your local Film Hub.](#)

If you have access requirements that mean you need assistance when applying for funds, you may be able to request financial support through the [BFI Access Support Scheme](#).

How does my organisation apply?

In the first instance you should contact your Film Hub to discuss your application with you and advise what information is needed. [Find your local Film Hub.](#)

If you have access requirements that mean you need assistance when applying for funds, you may be able to request financial support through the [BFI Access Support Scheme](#).

What information do I need to include in the application?

Please contact your regional Film Hub team in the first instance. Refer to the Guidelines for advice on completing the application form and note that requirements may vary slightly depending on each situation. [Find your local Film Hub.](#)

What are eligible costs funded through the Fund?

Activity intended to support your organisation in its response to the financial impact of the Covid-19 crisis. This could include:

- Staff costs not covered by any other means, and would anticipate an explanation as to why they are included
- Other committed but unpaid expenditure incurred in the delivery of your cinema/festival programme e.g. marketing materials, freelancer costs, website hosting, and distributor rentals etc

- Rent/utilities – limited to a contribution while you seek a rent or utility holiday from your landlord/supplier (you will need to let us know if such ‘holidays’ cannot be sought)
- Repayment of existing bank loans – we may be able to make a contribution towards these while you negotiate a loan holiday (you will need to let us know if such ‘holidays’ cannot be sought)
- Insurance and maintenance costs
- Modest costs relating to audience facing online activity taking place during the closure period – intended to put the applicant in a stronger position to recommence activity in future that will support FAN aims
- This list is not exhaustive and other items may be considered.

3. Can I apply to this Fund?

Can commercial organisations apply for the Fund?

Yes, providing that your organisation is a member of your local Film Hub and you meet the criteria of the Fund.

Can volunteer-run organisations apply?

Yes, providing that your organisation is a member of your local Film Hub and you meet the criteria of the Fund.

Can film festivals apply?

Yes, providing that your organisation is a member of your local Film Hub, that you meet the criteria of the Fund and are not in receipt of a BFI Audience Fund ‘Organisational Award’. Note that priority will be given to those that have presented at least two editions and have a year round core staff.

Can cinemas (including those within mixed art-form venues) apply?

Yes, providing that your organisation is a member of your local Film Hub, you meet the criteria of the Fund and are not in receipt of an

‘Organisational Award’ from the BFI Audience Fund. Priority will be given to those that ordinarily offer an average of two screenings per week for part-time venues and a minimum of seven screenings per week for full-time AND that operate on a year round basis (with allowance being made for holiday closure.)

Can film touring operators apply?

Yes, providing that your organisation is a member of your local Film Hub, that you meet the criteria of the Fund and are not in receipt of a BFI Audience Fund ‘Organisational Award’. Note that priority will be given to those that have a minimum of five venues in their network and have been operating for a minimum of two years.

Can film archives apply?

Yes, providing that your organisation is a member of your local Film Hub, you meet the criteria of the Fund and are not in receipt of a BFI Audience Fund ‘Organisational Award’.

Can organisations that have been awarded BFI Audience Fund ‘Organisational Awards’ for 2020/21 apply?

No, they aren’t eligible even if they meet the criteria. All organisations that have been awarded BFI Audience Fund ‘Organisational Awards’ should have already been contacted by the BFI Audiences team with guidance. If you have any questions, get in touch with your lead contact in the Audiences team.

Are non-BFI FAN member organisations eligible for support?

No, only members of the eight regional Film Hubs in the UK are eligible. However, you can become a member now and then apply for funds. Membership is free. Please contact your regional Film Hub or look at their website on how to apply for membership. [Find your local Film Hub.](#)

Please note that organisations applying will need to outline

- a track record of substantive audience facing activity in line with BFI FAN priorities prior to 20 March 2020;
- AND immediate financial need.

I'm a filmmaker, can I apply?

The Resilience Fund is open to members of BFI FAN, meaning exhibitors or other eligible organisations. If you are a filmmaker, you might like to read the Government's [advice for freelancers and self-employed](#).

I'm an individual, can I apply?

Individuals are not eligible to apply. In order to join your local Hub for free, you need to represent an eligible organisation (see membership guidelines for your hub). If you are an individual, you might like to read the Government's [advice for freelancers and self-employed](#).

Can a small, commercial independent chain of cinemas apply?

Yes, providing that your organisation is a member of your local Film Hub and you meet the criteria of the fund. However, please note that applications are per organisation, not per site.

Our business has been running for under 2 years but we fit all other criteria, can we still apply?

Please discuss with your local Hub, who may be able to consider your application. However, applicants that meet the essential criteria outlined will be prioritised.

We run a regular pop-up film night and have paid staff members, can we apply to the fund?

Yes, providing that your organisation is a member of your local Film Hub and you meet the criteria of the fund.

I haven't received any funding from my Hub since Jan 2018, am I able to apply for support now?

Yes, but priority will be given to members who have received Hub funding for audience facing activity in the period between Jan 2018 - March 2020.

Will applying for this fund affect other funding agreements I have with my Hub?

We do not anticipate this fund conflicting with any pre-existing agreements but please speak to your main contact at your Hub to confirm.

My organisation is made up of two freelancers; do we count as a business?

You need to have formally constituted your organisation in order to apply for Hub membership i.e.

- As a community interest company or limited liability company registered at Companies House,
- A charity or trust registered with the Charity Commission;
- A Local Authority or statutory body;
- A voluntary group with a written constitution and bank account).

My organisation is a venue and we run a film festival too. Do I count as one organisation or can I make two separate applications?

Please discuss with your regional Film Hub. Please note that if you apply for (online) film festival activity, festivals will need to have presented at least two editions and have year round core staff.

My project operates in more than one Hub region. Which one do I apply to?

You should apply to the Hub in which your organisation is based / where the bulk of activity takes place in the first instance and discuss whether multiple applications can be made. [Find your local Film Hub.](#)

We are planning for our festival to go ahead. Can we apply for project costs?

You may only apply for eligible costs to maintain the festival organisation during the crisis, as per the guidelines. Festival activity is currently ineligible if it is either:

- 6 months ahead or more.

- Within the next 6 months, involving in venue audiences.

Do I need to find match funding?

There are no match funding requirements for the Resilience Fund although you will be expected to demonstrate that you've sought funding from other sources as well.

4. Who makes the decisions and how are they made?

Who decides how much money our organisation can receive?

Funding decisions will be made by your Film Hub. Whilst this is a BFI Film Audience Network Fund and decisions will be made by your Film Hub, in order to ensure consistency of approach across the UK, the BFI's complaints and appeals procedure will apply to this Fund although if you have any concerns please contact your Film Hub in the first instance.

A copy of the [BFI's Complaints and Appeals procedure](#) can be found [here](#).

How will you make decisions?

Film Hub teams will make decisions taking into consideration the information provided, the track record of the applicant in contributing to FAN's aims and the need to balance limited resources fairly. All applications will be evaluated against the following core criteria:

- Severity of demonstrable need and lack of availability of other support measures or sources of funding.
- The difference the funding will make to your organisation's ability to get back on its feet.
- The positive impact any funding will make on your future ability to contribute to FAN's aims and priorities.

Please note that in some instances, Film Hub staff teams may share your application documents with external specialist advisors as well as the BFI in order to ensure a speedy response and accurate evaluation of your position. This will be done on a confidential basis.

How does my organisation appeal if our funding application is rejected?

The funding decision is final. Inevitably, applications will be turned down and applicants may be disappointed by this result.

Formal appeals against the final decision will not be considered unless the applicant has good cause to believe that the procedures for processing the application were not adhered to, or applied in such a way as to prejudice the outcome of the application.

A copy of the [BFI's Complaints and Appeals procedure](#) can be found [here](#).

If we're not eligible or are unsuccessful for the fund, where else might we be able to get support from for our organisation?

- [Arts Council England](#) and [Arts Council for Wales](#) - artists, freelancers and publicly-funded cultural organisations,
- BFI, Film and TV Charity: Covid-19 Film and TV [Emergency Relief Fund](#) plus [BFI FAQ](#) for everyone from freelancers to organisations,
- UK Government [Coronavirus Business Interruption Loan Scheme](#),
 - [HM government factsheet](#) on accessing financial support for your business
 - [Government guidance for employees, employers and businesses](#)
- [Welsh Government](#) - package for small businesses,
- Trusts and foundations - continue conversations with your local trusts, their priorities may have changed and support may be available,
- [ICO](#) - What Cinemas Can Do,

- [Cinema For All](#) - Online Film Clubs,
- [Free CTC membership](#) during Covid-19 plus [Technology Tips](#) for Equipment Upkeep and Preparation for Re-Opening,
- [Arts Marketing Association](#) additional support and resources,
- [The Bigger Picture](#) collated resources,
- [UK Cinema Network Facebook Group](#),
- [UK Film Freelancer Network Facebook Group](#).

5. What happens next?

If our application is successful, what are the reporting expectations?

We may – in due course – ask you to write a short report explaining the impact on your cultural business of any funding you receive from the Resilience Fund.

What is the organisation allowed to use this money for?

The purpose of this fund is to support activity that will help FAN member organisations respond to the financial impact of the Covid-19 emergency. This might include:

- Helping to maintain FAN member's estate – buildings and other infrastructure such as IT – so that it is fit for purpose and ready for use once venues can re-open e.g. through assistance with rent, utilities, insurance and maintenance costs etc
- Retaining cultural or intellectual assets such as staff that cannot be furloughed (e.g. leadership staff) or who are able to work on the organisation's longer term sustainability e.g. through fundraising, audience engagement programmes etc
- Offering short term support to meet irrecoverable costs incurred in planning or delivery of programmes that are now suspended

- Audience engagement activity (including online) during the period of closure that will enhance Members' ability to connect with its audiences and continue to contribute to FAN aims

Your Film Hub will agree with you the uses of any funding received and you will receive a funding agreement that sets this out.

What is this money NOT allowed to be used for?

The following costs are ineligible under this Fund:

- Costs or losses not incurred as a result of the Covid-19 pandemic
- Costs for audience activity taking place beyond the next 6 months or for any activity within the next 6 months that involves in-venue audiences

In addition, we will not offer funding to cover costs that can be met by any of the Government's emergency measures such as, but not limited to:

- The Job Retention Scheme
- Deferring VAT and Self-Assessment payments
- The Statutory Sick Pay relief package for SMEs
- The 12 month business rates holiday for retail, hospitality, leisure and nursery businesses in England
- Small business grant funding of £10,000 for all business in receipt of small business rate relief or rural rate relief
- Grant funding of £25,000 for retail, hospitality and leisure businesses with property with a rateable value of between £15,000 and £51,000
- The Coronavirus Business Interruption Loan Scheme offering loans of up to £5m for SMEs through the British Business Bank
- The HMRC Time to Pay Scheme
- The Self Employment Income Support Scheme

How long until our organisation receives the money?

The Film Hub will aim to notify you of the outcome of your application within 3 weeks of the submission deadline – this might be delayed if there are complexities or outstanding questions associated with your request. Not all awards will therefore be announced at the same time and due to the volume of funding requests we expect to receive, feedback will not always be possible.

Will our organisation have to pay this money back?

No, you will not need to pay the money back. However, if your circumstances change, the amount of your award may be adjusted to take account of any such changes.

You will be asked to submit a cost statement demonstrating how you have used the funding.

6. About BFI FAN

What is BFI FAN?

The BFI Film Audience Network is a unique collaboration of eight Film Hubs managed by leading film organisations across the UK.

The BFI Film Audience Network (BFI FAN) aims to ensure the greatest choice of film is available for everyone across the whole of the UK. Supported by National Lottery funding, it is a unique collaboration of eight Film Hubs, managed by leading film organisations and venues strategically placed around the country. Established in 2012, it now has over 1,200 members, including cinemas, festivals, multi-arts venues, community cinemas and film archives, and is at the heart of the BFI's strategy to build larger and more diverse audiences for UK and international film and a thriving cinema exhibition sector.

Find out more information about the Film Audience Network

Film Hubs are regional and national centres of expertise and support that connect cinemas, festivals and creative practitioners so that people can access a broader range of cinema across the UK. They use their local

knowledge and relationships to deliver responsive support to develop the confidence, ambition and reach of film exhibitors in the nations and regions.

[Find your local Film Hub.](#)

How does an organisation become a BFI FAN member?

Please contact your regional Film Hub or look at their website on how to apply for membership. Membership is free. [Find your local Film Hub.](#)

Please note that in order to be able to apply for the BFI FAN COVID-19 Resilience Fund, organisations applying will need to outline

- a track record of substantive audience facing activity in line with BFI FAN priorities prior to 20 March 2020;
- AND immediate financial need.

I want to take part in training. Is there any support for this?

Your local film hub may still have separate bursary pots available for training schemes during Covid-19. Please visit your local hub's website or get in touch. You may also be eligible for support from [Screen Skills.](#)

My question has not been answered here. How do I contact you?

Your first point of contact should be your regional Film Hub. [Find your local Film Hub.](#)