

## Your contact details

Contact name:

Job title:

Organisation:

Street address:

Town/City:

Postcode:

Telephone:

Mobile:

Email address:

Please answer each of the following applicable questions (numbered 1 to 55) using the boxes provided, in no more than 100 words per question.

## Your partnership funding

1. Please detail the partnership funding for your proposed Digital Shorts programme. Please state whether this funding is confirmed, for one or two years.

## Your budget

2. What will be the total budget for your programme?

## Your staff

3. Please detail your company or organisation's experience in sourcing and nurturing new talent.

## Who will manage your Digital Shorts programme?

4. Who will manage your Digital Shorts programme? Please detail your/their practical experience in digital filmmaking. (Please attach your/their CV to the application form.)

5. Who will be in charge of delivering the contractual delivery items to the UK Film Council? (Please attach their CV to the application form.)

6. Who will give act as Executive Producer and give editorial input on behalf of your company or organisation? (Please attach their CV to the application form.)

7. Who will provide administrative support to your Digital Shorts programme?

8. Will you have access to professional legal advice for your Digital Shorts programme?

9. Will you produce the films or will you contract with individual producers and production companies after selection?

10. What are your direct links to the film industry?

11. How will delivery of Digital Shorts affect your company or organisation's other projects?

## Your programme

12. How will your programme correspond with the aims of the New Cinema Fund? How will your programme find what the New Cinema Fund is looking for? The aims of the New Cinema Fund are listed in the Digital Shorts Scheme 2008-2010 Guidelines for Applicants.

13. How many shorts will you deliver to the UK Film Council per annum? The minimum number of shorts you can deliver to the UK Film Council per annum is 4.

14. What will be the individual production budgets of these shorts? Individual production budgets should not be lower than £4,000.

15. What will be the approximate length of these shorts? Will there be a length restriction?

16. What are the aims of your programme? How have you matched the aims and processes of your programme to the needs of talent in your region? For example, why have you proposed to make the above number of shorts at the above budgets, how are your outreach and development processes matched to the needs of talent in your region, etc?

17. How will Digital Shorts fit within the talent development opportunities provided by your company or organisation?

For companies or organisations which are applying to run the regional, Scotland, Wales or Northern Ireland Digital Shorts schemes

18. How will Digital Shorts fit within the talent development opportunities in your region or nation?

19. How will Digital Shorts fit within the talent development opportunities available UK-wide?

20. For companies or organisations which are not currently managing Digital Shorts

Please give us a brief assessment of the strengths and weaknesses of the organisation or company currently managing the Digital Shorts scheme in your region, sector or nation. If you identify weaknesses please explain why.

### **Your schedule (Please provide dates for 2008, 2009 & 2010)**

21. When will you open the call for applications?

22. When will you close the call for applications?

23. When will you select the projects? If you intend to run a short listing or development process prior to selection please include the key dates in this process.

24. When will you deliver to the UK Film Council?

### Your outreach process

25. For companies or organisations which have managed Digital Shorts previously  
Please detail your plans for promotion of the 07/08 digital shorts.

26. Please provide details of your plans to market the programme in your region. How will you reach new talent and source fresh ideas?

27. Which groups of people are under-represented in the film industry in your region?

28. For companies or organisations which have managed Digital Shorts previously  
How does the diversity of filmmakers commissioned reflect the diversity of your region?

29. What are the diversity targets of your organisation or company?

30. What are the diversity targets of your Digital Shorts programme over the next two years?

31. For companies or organisations which have managed Digital Shorts previously

If the targets in question 29 are beyond what has been achieved in previous years please specify the changes to your programme you will make to achieve these new targets.

32. How will your diversity targets for your programme be achieved? Please include links and relationships with local and national, road show events, databases, or particular initiatives you have set up in order to target groups under represented in the film industry.

33. Who will be eligible to apply to your Digital Shorts programme? Please provide your full eligibility criteria.

## Your selection process

34. What application material will you request? For example, copies of director's previous films, script or one page treatment, etc.

35. Do you intend to long or short list applicants before selection? How will you manage this process? Who will read the applications? Will you use external readers? If so how will these readers be selected?

36. Against what criteria will you judge the applications?

37. How will you select the films to go into production? Will the decision be made by panel? Who will be on that panel and for what reason?

## Your development process

38. What will your development process consist of?

39. If you intend to run a 'lab' or workshop for short listed filmmakers please provide a sample timetable with detail on the sessions and one to one support the lab would provide. Will you also develop projects after/outside the workshop / 'lab'?

40. How many scripts will you develop?

41. Who will develop the scripts? If you intend to use external development executives or script editors you must attach their CVs. Please outline how you will work with any external executives or script editors and the filmmakers.

42. Please outline how and when you will seek feedback from Lifesize Pictures executives.

43. Will there be any other developmental or training opportunities for the selected filmmakers?

44. How will you balance the needs of filmmakers new to Digital Shorts and filmmakers who have previously made a Digital Short?

## Your distribution & exhibition strategy

45. For companies or organisations which have previously managed the Digital Shorts initiative:  
Please provide us with a brief assessment of your 2006/07 promotional strategy.

46. How will you evaluate the success of your programme?

47. How do you intend to promote the films when they are completed?

48. Do you have relationships with film festival programmers and sales agents?

49. Do you have relationships with any on-line or mobile distribution platforms?

50. How will you continue to support the filmmakers after their films are complete?

## For national programmes: Your ability to work with non-local filmmakers

This section is for companies applying to run the Digital Shorts scheme nationally ONLY

51. Please provide details about how you will work with filmmakers outside your location from selection through to delivery.

52. Please detail how many face to face meetings you will have with the filmmakers and where they will take place, how you will support the productions and how much you will make available to cover executives and filmmakers travel.

## Digital Shorts Plus

53. How will Digital Shorts Plus fit into your Digital Shorts programme?

## Animation

54. What strategy for supporting animation in your region? If you select an animation will you be working with 4mations? If you do not intend to make films through 4mations please explain why.

## Outstanding delivery

55. For companies or organisations who have run the Digital Shorts previously  
Please list any outstanding delivery items on your programmes to date.

## Lottery funding

Are you applying / have you previously applied to any other Lottery funding distributor?

No

Yes, please detail the Lottery Distributor, Reference Number and Outcome below:

## Your declaration

The UK Film Council is required to identify all relevant financial or personal interests that may exist between board members or employees of the UK Film Council 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 UK Film Council and such applicant. For these purposes please complete the statement below.

"I (the applicant and or my colleagues on the project) do / do not \* have any financial and/or close personal relationship with any Board member or employee of the UK Film Council. The nature of such relationship is as follows..." (e.g. spouse, relative, financial interest - please specify details below) \* *Delete as applicable*

I have read and understood the UK Film Council's application guidelines and its public statement of aims and objectives. 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. I am authorised to make this application and accept a conditional offer. I also have the authority to repay the UK Film Council in the event of the conditions not being met.

Signature:

Date:

Part or all of the information you give us will be held on computer and used for statistical purposes. It will also be used for the administration of applications and awards. We may provide copies of the information in confidence to individuals or organisations who are helping us assess applications or monitor funding and may also be shared in connection with these purposes with other companies in the UK Film Council group of companies.

## How to apply, what to send

To apply:

- first, read the Digital Shorts 2008-2010 guidelines.
- then send a hard copy and an electronic copy of your entire application including the supporting materials below to us by **18.00, Monday 14 July 2008.**

## Where to send your application

Please send your application to:

Project Co-ordinator  
New Cinema Fund  
UK Film Council  
10 Little Portland Street  
London, W1W 7JG  
Tel: 020 7861 7875  
Email: [Emma.Greaves@ukfilmcouncil.org.uk](mailto:Emma.Greaves@ukfilmcouncil.org.uk)

## Have you?

- Remembered to keep a copy of your entire application for your records?
- Remembered to sign and date the application form?

## Have you attached?

- A completed budget template using the budget template
- A schedule for the entire programme
- A detailed schedule for any Lab or workshop you intend to run as part of the development process
- CVs for all members of staff and freelance people to be involved in the programme
- A copy of your organisation's audited accounts for the last financial year 2007-08
- A copy of your organisation's equality and diversity policy

**Please ensure application materials are unbound.**

# Digital Shorts 2008-2010: Additional Information

We are committed to pursuing equality of opportunity. Monitoring applicants and applications is one way of helping to ensure that there is no discrimination in the way applications are assessed. The information you provide on gender, ethnic origin and disability will be used for **monitoring purposes only**. This section will be separated from your application upon receipt and the information it contains will not influence your application in any way.

Please note you will need to return this form as part of your application, providing any of the information requested is optional.

**Number** of people in your organisation who will work on the Digital Shorts programme

Of the people included in your total above, how many are:

## Gender

Male

Female

## Ethnic background

Asian or British Asian: Indian

Pakistani

Bangladeshi

Any other Asian background

Black or British Black: Caribbean

African

Any other Black background

Mixed or Mixed British: White and Black Caribbean

White and Black African

White and Asian

Any other mixed background

White: British

Irish

Any other White background

Other ethnicity: Chinese

Any other ethnic background

## Disability

Individuals with a disability