

Guidance notes: Venue Fund – Spring 2021

Each question will be scored on a sliding scale of 1---5. 1 being poor, 5 excellent. One additional point may be given in each area where additional value has been shown.

1. How has the pandemic impacted your fixed costs? (up to 200 words)
 - You will be scored on the clarity of your demonstration of how the pandemic has impacted your fixed costs. Clearly show what fixed costs you've still had to maintain during the pandemic and how that has affected the overall sustainability of your community cinema. MAX SCORE 5.
2. Tell us about your venue and local area. What is the capacity of your space? What other cinema facilities are nearby? (up to 200 words)
 - You will be scored on the distance from other cinema venues. 1 being within 1km and 5 being more than 10km away. If your venue is close to other cinema provision we will be looking at whether you offer a complimentary or contrasting programme.
 - As a BFI-funded initiative you will also be scored on the diversity of your film programme in line with the BFI's specialised film guidance [here](#).
 - Please tell us the capacity of your venue (we do not expect you to fill this capacity due to social distancing measures, but we would like to know your venue size). The accessibility of your venue will also be considered. If your venue provides limited access to disabled audiences you will not be eligible, unless you have firm plans to change this.
 - 1 point will be awarded if your venue scores highly on accessibility. MAX SCORE 6
3. If you were to be successful with this funding application, what impact would it have? (up to 300 words)
 - We will score you on the potential impact the venue fund could have on your space and your audience.
 - We want to see whether you have a clear idea for what you want to achieve and how the fund will support this. MAX SCORE 5
4. Please provide a financial breakdown of your income and outgoings for the last six months in the form of a spreadsheet (you can attach your spreadsheet to your email with your application form).
 - Please detail any donations, income, funds or grants that you have received during this time. You will not be penalised for having received support, but priority will be given to applicants that have received less/no funding.

- Please also detail any expenditure or costs that you have incurred during the last six months when you have been unable to screen films.

MAX SCORE 5

Terms and conditions:

- This fund is to help community cinemas with their own venues.
- Please check the UK Government and health organisation guidelines specific to your areas about permissions for public gatherings in relation to COVID-19, e.g cinema screenings. We also expect you to strictly adhere to all government guidance. We do not expect any community cinemas to run in-person screenings unless it is deemed safe to do so by the UK Government and health organisations.
- You should have been operating as a community cinema or other volunteer-run film screening organisation for at least 12 months.
- You do not need to be a member of Cinema For All to apply for this fund.
- If you are successful with the fund, you will be sent and must complete a short survey about what you spent the money on, and how it has made an impact on your community cinema, plus anonymous monitoring and evaluation. This is to help us monitor the reach of our funding initiatives. This will be supplied as an online survey and must be returned by 31 August 2021.
- If you are successful with your application you must send your invoice to Cinema For All by **30 March 2021**. Failure to do so could result in the funding offer being rescinded.
- Application deadline is **20 March 2021**.
- The fund must be spent by 31 August 2021.
- Please include the Cinema For All and BFI Lottery logos (provided by Cinema For All) in your publicity materials for your first screening back when you reopen.
- We will only support screenings that are fully and legally licenced using a Single Title Screening Licence from the appropriate rights-holder.
- If you are selected, your group agrees to take part in Cinema For All and BFI publicity and marketing, e.g. a quote or case study of your group using this fund.
- Successful participants will be notified by 26 March 2021.
- Cinema For All will only support individual community cinemas and film societies.
- By accepting funding from us you and your group agree to these terms and conditions.