

BRITISH COUNCIL INTERNATIONAL LAB TRAVEL GRANT TERMS & CONDITIONS PILOT PROGRAMME 2019/20

1/ Description

The British Council, supported by BFI NETWORK, offers new and emerging filmmakers, and filmmakers producing virtual reality and immersive storytelling experiences and installations, the opportunity to apply for funding to attend international training and development Labs. This is a pilot programme running throughout 2019-2020, designed to enable filmmakers to represent their work abroad, develop new contact networks, reach new audiences and increase the exposure of new UK film and film talent internationally.

The British Council's Film Department manages the applications process for **Lab Travel Grants**, which will run alongside our existing **Short Film Travel Grants**.

Lab Travel Grants can be used to cover travel and accommodation costs, course fees, and other expenses incurred whilst attending selected Labs. Where those Labs offer course fees and/or travel and accommodation costs to participating filmmakers, smaller grants will be awarded than for filmmakers attending Labs with high participation fees and that do not cover costs for filmmakers. **Lab Travel Grants** are intended as a contribution toward participation costs and may not cover the full cost of attendance.

2/ Eligibility

Eligibility for a lab grant will be on the basis that the applicant has been selected by **one** of the Labs on the British Council's '**Key Labs List**' for the Lab Travel Grant Pilot Programme 2019-2020.

At point of application the applicant must be:

- Over 18 years old
- Resident in the UK

If the Lab is project-based, the selected film or project must be:

- A UK production or co-production

Please note, the fund will not accept applications for retrospective activity i.e. an application for travel to a Lab that has already taken place when the application is made.

3/ Application Process

Applications can be made on a rolling basis and applicants will be required to fill out an online application form and provide evidence of official selection.

Applications can be made by a director, producer or writer and must include:

- Details of the Lab they have been invited to attend including evidence of a successful application to the programme
- Brief reasons about why they want to attend this Lab
- Evidence of course fees and estimated travel and accommodation costs

*Please note that applicants may make a **maximum of one application** to the Lab grant fund within each financial year. If the Pilot Programme is successful and re-funded in 2020-2021, priority will be given to filmmakers who have not received a Lab Grant from the British Council before.*

Once you have read these guidelines in their entirety - including the **Pilot Lab Travel Grants** FAQs at the end of this document - please submit your application on the **Travel Grants WEBPAGE**

4/ Assessment

Applications will be assessed weekly by the British Council Film Team. Applications will be assessed according to the eligibility criteria as listed in 'Section 2 - Eligibility'. If the eligibility criteria are successfully met then British Council will prioritise grants and grant amounts based on the following criteria:

- 1) The applicant has been selected to participate in a Lab on the 'Key Labs' list for the 2019-2020 **Pilot Lab Travel Grants** programme.
- 2) The applicant is a 'new and emerging filmmaker', in-line with BFI NETWORK objectives. Priority will be given to filmmakers who are yet to make, or in the process of developing, their first feature-length film.
- 3) A smaller portion of **Lab Travel Grants** will allow for support of emerging filmmakers who may have already made a first or second feature, but have clearly expressed how this international training opportunity will help further career ambitions and enable career stability.

5/ Access and Support

If you have specific access needs please talk to us about what additional help may be available to Travel Grant recipients – for example additional funds to facilitate travel with a BSL interpreter or access worker. Please contact films@britishcouncil.org to discuss this in more detail before submitting your application.

6/ Timeline

- You will be sent an automated confirmation email response once you have submitted an online application.
- Applications will be considered at the next British Council Film meeting with assessments based on the criteria above.
- You will be notified by email with the outcome of your application
- If your application has been successful we will send you an offer letter suggesting an appropriate travel grant amount and the necessary forms to set you up on our financial system.
- Once you have returned all necessary forms we will begin the payment procedure.
- Payment will take a maximum of **30 days** to clear into your bank account.
- Applicants will need to commit to taking part in an evaluation procedure providing a report following their visit, and acknowledging support with agreed credit (eg on social media).

To help us process payments as quickly as possible, it is important that you make a submission to us as soon as you have been notified of your participation offer letter.

7/ Additional Conditions of Grant

- 1) If the trip does not take place or is postponed indefinitely, we will require you to refund the grant.
- 2) You will need to make your own arrangements for travel and insurance. The British Council is not responsible and cannot accept liability for any injury or loss that may occur.
- 3) You will be asked to complete a short evaluation and diversity monitoring survey after your attendance at the lab.

INTERNATIONAL LAB TRAVEL GRANT GUIDELINES PILOT PROGRAMME FAQs

What kind of filmmaker does the Lab Travel Grants programme support?

We accept applications from writers, directors and producers, working in any genre that meet the eligibility criteria above, as well as filmmakers working in virtual reality and immersive storytelling projects, who have been accepted on to one of our 'Key Labs'.

How do you select the Labs and international development programmes on your Key Labs list?

We select the Labs on our list based on the strategic role each scheme plays in promoting and developing new talent internationally. We work hard to make sure our list is as up to date as possible and therefore may add/remove Labs when appropriate. The list is subject to change – particularly as 2019-2020 is a pilot year for the fund.

Can more than one applicant apply for support to travel with the same film or project?

Travel grant awards for Labs are made per film or project. It is ultimately up to the creative team how any grant is divided between creatives connected to that project.

How many times can I apply to the fund?

We will not accept more than one application to the Lab Travel Grants fund for the same film or project in the pilot year (2019-2020).

If the Lab is project-based, does my film or project need to have been shot or created in the UK to be eligible?

No, but the project must be a UK production or co-production.

I have only just been notified that I have been selected for a Lab on your list that starts very soon, can I still apply?

If you have received a notification of acceptance from a Lab and are concerned that your application will not be assessed in time then please contact francesca.carr@britishcouncil.org to let us know.

Can I suggest a Lab to be included on your Key Labs list?

Yes! As 2019-2020 will be pilot year for the fund, we are keen to hear from filmmakers who have had positive experiences at Labs and international development courses. If you want to suggest a Lab for the list then please let us know by email why we should consider it. Please remember that professional development and potential for exposure on the international stage are key factors in our decision making.