



Going Places

To enclose

Application form

CV

Proof of opportunity

Expected budget

EDI form

Please read through these notes before applying.

If you have any special communication needs, please let us know how you would prefer to communicate with us.

Overview

Going Places is a new bursary fund which supports travel and accommodation costs for North East based professionals starting out in Film and TV aiming to overcome socioeconomic and geographical barriers.

We support those with less than 2 years experience in the film and TV industry who have secured short term unpaid work experience, trainee placements, interviews held outside of the north east, training and networking opportunities.

We can cover costs for travel, accommodation and offer potential bursaries. Awards will be between £100 and £500 per week for a maximum of six weeks.

Individuals may apply on a one-off or repeated basis.

It is not possible to apply retrospectively

Applications are accepted on a rolling basis and there are no submission deadlines. All applications should be made through goingplaces@northeastscreen.org.

Activities that qualify

Travel to interview outside of the north east

Bursary during unpaid, short term work experience placements



Bursary during paid trainee placements outside of the region

Attendance at appropriate industry events

What you can apply for:

Awards will cover or contribute to the cost of:

- Travel
- Accommodation
- Out-of-pocket subsistence expenses (such as meals and local transport, excluding alcoholic drinks)

What you can't apply for:

Costs that do not arise from where an applicant lives and which anyone would have to pay for, for example:

- Fees for courses or conferences
- Attendance or submission fees for festivals
- Capital purchases of equipment or building work
- Support for activities outside the UK
- Travel to festivals, unless you are attending a market or training programme within a festival (e.g. Sheffield Doc/Fest), or attending a screening of your own work with clear professional value
- Living costs incurred during a production (this fund will not pay salaries that ought to have been included in a production budget)
- Travel-to-work costs for those who are already in paid employment
- Unnecessary costs such as alcoholic drinks or taxis (unless public transport is unavailable or you have special mobility needs)

If you are unsure whether a particular cost is admissible please contact us goingplaces@northeastscreen.org.



Who can apply? (Eligibility)

To apply, you must meet the following eligibility criteria:

1. You must have less than two years' professional experience in a behind-the-camera role, anywhere in the value chain: production, post-production or exhibition. The CV attached to your application must demonstrate this experience clearly.
2. You must be resident in the North East of England (Tees Valley, County Durham, Tyne and Wear, Northumberland).
3. You must not be in full time education
4. You must be available for work in the film and TV industry

Assessment criteria (what we're looking for)

The activity must offer a credible prospect of career development.

You should be able to convey a clear sense of the benefits which this activity will entail for you. Above all, how will it enhance your professional development.

The activities must be with or run by people demonstrably in a position to help advance your career.

The application, assessment and award process – and what you have to do at each stage

Please answer all the questions clearly, remember to sign and date your application; and make sure all documentation requested is provided. You will need to attach a CV and a budget (in Excel or Word).

We will assess your application and notify you of the outcome, including issuing an offer letter if successful, within ten working days. If we need more information in order to assess your application we will usually contact you and this may mean the ten day decision-making window will be reset. Please ensure that the contact details which you submit are ones with which we will be able to reach you first time in order to minimise delay.

We will inform you of our decision by email. If your application is successful this will contain a conditions letter and an acceptance form. This must be signed and returned before the activity.

You will be advised of your completion requirements with your offer letter, though these will include the following:

Official confirmation of the activity (from production company, trainer etc)

ALL RECEIPTS for items supported with your Going Places award. These must be itemised receipts which show what you bought, where and when. A credit/debit card receipt which does not indicate what the item purchased was will not be accepted.

An evaluation of the activity use on North East Screen's website and publications

All completion paperwork must be received within 14 days of the conclusion of the activity being supported. If it is not received within that period your award will be permanently forfeited.

General rules:

Please bear in mind the following:

We expect applicants to use the most economical travel and accommodation options available, within reason. We typically expect travel costs not to exceed the maximum price of a Standard Return train ticket and accommodation not to exceed £100 per night unless there are special circumstances (e.g. related to mobility or access needs). If an applicant appears not to be complying with this expectation without reasonable justification we will either decline the application or seek clarification, which will delay decision making.

Train travel must be Standard Class in all circumstances.

Air travel is permissible only if it can be shown to be cheaper than Standard Class rail fare at the time of receipt of application.

Mileage for travel by car is paid at 25p per mile, up to the price of a Standard Class rail fare at the time of receipt of application.



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Maximum allowance for out-of-pocket expenses such as local transport and food is £25 per day.

Taxis fares are inadmissible unless there is demonstrably no alternative public transport provision (either because of time of travel or lack of service to destination point).

Cancelled activities: In the event that the activity you are travelling to attend is cancelled it is your responsibility to secure evidence which demonstrates that the cancellation was not your fault. It will also be your responsibility to secure refunds where possible.

If you require any further information please contact goingplaces@northeastscreen.org.