

## **Mediabox 2009/10 – FAQs**

[www.media-box.co.uk/FAQ.php](http://www.media-box.co.uk/FAQ.php)



### **Can I apply if I have been funded before?**

Applications will be accepted from organisations that have received funding from Mediabox in the past. However, due to the highly competitive nature of the scheme we will take into consideration whether the project was delivered on time, to the required specification i.e. signed off as complete and if the final payment was released.

### **Can I apply if I am involved in another Mediabox project?**

You can only make one application to Mediabox at any one time regardless of the strand (i.e. Mix Mediabox, Mini Mediabox, Mid Mediabox or Big Mediabox) and you can only have one Mediabox project running at any time as a lead organisation.

Please note that you cannot apply for a Mediabox and First Light Movies grant at the same time - unless you are applying under Mid Mediabox for an exhibition project where work already has been completed.

### **I have been funded by Mediabox and another organisation has asked me to act as a delivery partner on their application, is this allowed?**

Applicants can be involved as a delivery partner in other applications led by another organisation, but we will assess your organisation's capacity to deliver the proposed activity, should both projects go ahead.

### **Can I apply to Mediabox if I've had a previous application rejected?**

Previous applicants to Mediabox (whether successful or unsuccessful) can re-apply, but only with a new idea or a significantly re-worked proposal.

### **Can I include the purchase of a camera, editing equipment, software etc. in my application?**

Yes, however the cost of buying equipment must be no more than 10% of the total cost of the project.

### **Can I submit more than one application?**

No. Organisations can only be in receipt of one funding grant at any time.

### **Can I apply if I'm not a registered company?**

Yes, you can apply to Mini or Mid Mediabox only.

### **Can a national organisation with regional "teams" apply more than once?**

Branches or divisions of larger organisations can apply as long as they have their own bank account, legal status, governing document, financial systems and management structure.

### **Some of the young people I want to work with are 20, can I still apply?**

All participants in Mediabox projects should be aged between 13 and 19 years old. There are opportunities for organisations working with young people with learning difficulties and/or disabilities to increase the age range up to 25.

### **How long should the completed films be?**

Short films up to 10 minutes in length (any genre, documentary, live action, drama, animation). Feature films (any genre, documentary, live action, drama, animation) up to 90 minutes.

### **Can schools apply?**

Yes. Schools are eligible to apply but you must demonstrate that you will be working with a professional filmmaker on the project. The film-maker must have appropriate skills and experience to work with the pupils. You should also include in-kind costs of support from teaching staff in your budget. Mediabox cannot fund projects that in any way contribute to the delivery of curricular activity. Applications from schools must demonstrate that their proposed project will fall outside of the curriculum.

### **Do I need to arrange a screening, celebratory or launch event?**

Yes, you should consider how the young people will develop an understanding of marketing, audience and exhibition. You do not need to have identified firm plans for a screening but we do want you to think about what you will do with the finished work, its potential audience and where it will be exhibited. If you are successful at Stage 1, you will need to demonstrate your exhibition and distribution plans at Stage 2 – including a detailed project schedule.

### **Can we use any music from the bands young people listen to for our project?**

We would advise you to not use commercial music due to the copyright/clearance minefield that you will come across. Also, popular music will be expensive to clear. Instead try pre-cleared library music (e.g. <http://www.licensemusic.com/> ; <http://www.21newmedia.com/>) or why not as part of the project get the young people to compose an original piece.

### **How soon will Mediabox let me know about the outcome of my application?**

Funding decisions will be announced within 12 weeks of the Stage 1 deadline. Applicants will be informed in writing. Please see page 5 for a full list of all Mid Mediabox deadline and announcement dates.

### **I have submitted my Mid Mediabox Stage 1 application form online; do I need to send in a hard copy?**

No, all Stage 1 Mid Mediabox applications are made online only.

### **What if my proposal is not successful?**

We will notify you within 2 weeks from the Stage 1 submission deadline. Due to the high volume of applications received by Mediabox, we are unable to offer any additional feedback other than what is provided in your decision letter.

### **My organisation would like to apply to Mediabox, but we have little or no experience of participatory media projects with young people. Is Mid Mediabox right for us?**

If you have no track record of working on media projects with young people then you might want to consider the Mini Mediabox, go to <http://www.media-box.co.uk/> to download the guidelines.

### **I've read the guidelines and FAQs, but I still have some questions?**

You should contact your local Mediabox Co-ordinator based at your Regional Screen Agency if you need help with any aspect of the application process. Visit for a full list of details or: <http://www.media-box.co.uk/>

### **Where can I get more information or inspiration?**

Go to our website <http://www.media-box.co.uk/> to access a selection of work made by young people and funded by Mediabox.

### **What is Full Cost Recovery?**

You are able to include relevant overhead costs in your budget breakdown. The guidelines issued by HM Treasury in May 2006 state that it is legitimate for third sector organisations to recover the appropriate level of overhead costs associated with the delivery of a project. Mediabox is committed to the principle of full cost recovery, as we understand that it could contribute to the sustainability of the sector.

Full cost recovery means securing funding for or 'recovering' all your organisation's costs, including the direct costs of your project and your overheads. The full cost of your project will therefore be the costs directly relating to the project, plus the project's share of your overheads. We will assess whether you have allocated relevant and reasonable overhead costs and ensure these costs are only included once. Your management costs should be clearly defined within your budget in the Overheads section. More information can be found on <http://www.fullcostrecovery.org.uk/main/index.php?content=home>.