



## Television Skills Fund: Diversity Bursary Fund

The ScreenSkills' Television Skills Fund is the result of an agreement between **UK broadcasters** to invest in training for the freelance television workforce. The current contributors are: [BBC](#), [Channel 4](#) and [Five](#).

Since it was set up in 2006, the [Television Skills Fund](#) has invested **£10.4 million** in the industry through different funding programmes. It funds training organisations to deliver courses and development activities that will benefit the television industry across the UK and respond to the needs of the industry in addressing skills gaps and shortages.

ScreenSkills and its Television Skills Fund partners champion inclusivity in the UK screen industries. We are all committed to improving diversity and inclusion within the industry's workforce and know that people with a disability, those from a lower socio-economic background, people from BAME\* (black, Asian and minority ethnic) backgrounds, and women (depending on job role) are under-represented across non-scripted genres within the TV industry. Therefore, all applicants to the Television Skills Fund Diversity Bursary must be from one or more of these groups.

NB: If you work or are looking to work in scripted genres please see high-end TV and film bursary information.

### Applicants can be:

New entrants (those training to achieve their first job in TV, or currently in their first job)

#### OR

those already working in the industry looking to move up to a more senior role or move across/up in a different genre (NB: if you are looking to move from non-scripted to scripted genres you will not be eligible to apply, please go to the HETV information)

#### OR

those with industry experience looking to re-enter the workforce after a prolonged career break due to carer responsibilities, disability or illness

#### OR

those with transferable skills and experience from another industry looking to work in non-scripted TV

### You cannot apply if you:

- are in full time education
- are employed on a permanent contract
- do not have a permanent UK address
- are applying on behalf of an organisation
- have already received bursary funding from the Television Skills Fund in the last 12 months

## Additional Information

- Applicants will need to have selected the course they'd like to attend
- Applicants will need to have booked a place or hold a provisional place (subject to bursary award)
- If you decide to start your training before you receive a decision, ScreenSkills does not accept responsibility for funding your attendance. Therefore, wherever possible, please try to allow four weeks between making your application to ScreenSkills and your course starting.
- The training course must start at least one day after your application is made - we cannot accept applications for training which has already begun
- You can apply for **up to £1,000** towards training costs and costs directly related to this training
- Bursaries can be used for, but **not** limited to:
  - course fees
  - travel
  - accommodation
  - costs related to carer responsibilities
- applicants will need to provide evidence of expenditure for all claims made to the TVSF bursary fund

## Bursaries will not support

- Training or qualifications that fall outside non-scripted TV genres
- Full-time graduate, postgraduate, degree or diploma courses
- Training that is already subsidised by other ScreenSkills funds
- Training that is due to start earlier than one day after the date your application is received by ScreenSkills
- Training not arranged through a recognised industry training provider or assessment centre
- Attendance at networking, festivals or social events
- The purchase of equipment

## Application information

- The first page of the online application is an eligibility test which you must comply with in order to proceed.
- Before filling in the form, make sure you have the following information available:
  - the name of your chosen training course(s)
  - the name and address of the training provider
  - the cost of the training and any additional travel, accommodation and childcare costs
  - the dates of your training
  - your CV ready to upload
  - copy of your acceptance on the course and confirmation of the course costs ready to upload (i.e. a company headed letter or email from the training provider)
  - link to the course outline or a copy you can upload.

Apply here: [https://www.GrantRequest.com/SID\\_1007?SA=SNA&FID=35313](https://www.GrantRequest.com/SID_1007?SA=SNA&FID=35313)

Once you have submitted your application you will automatically receive a receipt via email with a tracking number. If you do not receive this email contact us immediately (please check your junk mailbox first!)

You will be notified the outcome of your application **via email** within **four weeks** of the date your full application is received.

If your application is successful you will receive an email with a letter outlining the bursary offer and our terms and conditions. You must accept the offer within **two weeks** of the date of the email. This means signing the offer letter and returning it to us electronically with your bank details and any additional information outlined in the offer letter. **Any offers not accepted within two weeks will be withdrawn.** ScreenSkills cannot release any funding until we receive your signed offer letter.

75% of your grant will be paid to you on receipt of your signed offer letter. The remaining 25% of your award will be paid on receipt of your proof of expenditure (e.g. copies of receipts for carer, travel and accommodation costs) and confirmation from the training provider that you have completed the training.

Please note that you are responsible for paying your training costs. ScreenSkills cannot transfer bursary funds directly to training providers.

**The Television Skills Fund bursary fund for 2018/19 will close on 1<sup>st</sup> March 2019, or when all available funds have been allocated, whichever happens sooner.**

### **Travel and Accommodation Costs**

You can only apply for travel and accommodation costs which are directly related to attending training. You will still need to provide us with evidence of your course booking and successful completion of the training.

Travel and accommodation will be supported at ScreenSkills' standard rates:

- Overnight accommodation within the UK but outside London: £60 per night
- Overnight accommodation in London: £90 per night
- Flights: economy rates only
- Rail travel: standard class fares only
- Car travel: 45p per mile

### **Caring responsibility costs**

You can only apply for carer costs for minors or dependant adults which are directly related to attending training. You will still need to provide us with evidence of your course booking and successful completion of the training.

You can apply for up to £75 per day towards these costs.