

LINING UP - GUIDELINES

These guidelines relate to Lining Up, a new development programme for regional Line Producers to increase their skills, knowledge and contacts, and improve work opportunities with productions from London and overseas.

Lining Up is supported by Creative Skillset's Film Skills Fund, which is funded by the BFI with National Lottery funds, through the Skills Investment Fund.

Please read these guidelines carefully before submitting your application at
<http://applications.creativeengland.co.uk/application/143>

About Creative England's Production Services Team

Creative England's Production Services team provide a free film office service to productions filming in England, outside London, to create investment, jobs and profile. Working in partnership with the British Film Commission to promote England internationally, Creative England is the one-stop shop for locations, studios, facilities and crew. From people to places, our team can help productions find and access the industry's finest, liaising with local authorities, film offices, regional and national partners to gain filming permissions and facilitate a smooth shoot. Handling around 1,000 enquiries a year, we have recently supported TV and feature film drama including Fox Pictures' *The Monuments Men*, Warner Bros.' *Jupiter Ascending*, and DNA Films' *Far from the Madding Crowd*, Hartswood Films' *Sherlock*, Origin Pictures' *Jamaica Inn* and *Mr Selfridge* for ITV Studios.

Our national crew and facilities database lists thousands of crew and facility companies based outside Greater London. From runners to riggers, honeywagons to hairdressers, caterers to camera operators, the service puts productions in touch with people working in every English region across all genres of production. In addition to the crew database, we offer a free bespoke service, including advice and guidance, and post out film and TV jobs to the crew database and through our Twitter feed [@CEnglandprodn](#). Productions that have used the crewing service recently include *Peaky Blinders*, *Trollied*, *Scott & Bailey*, *Spooks – The Greater Good*, *Utopia*, *Testament of Youth* as well as numerous documentaries, commercials and music promos.

In the last financial year the Production Services team supported a record £80.5million of location filming incorporating nearly **1000 productions**, including **95 feature films** and **89 TV dramas**, shooting across England.

For more information on support for crew, facilities, studios and productions in England, please visit www.creativeengland.co.uk/production-services

What is Lining Up?

Lining Up is a new professional development programme for Line Producers to increase their skills, knowledge and contacts, and improve work opportunities with productions from London and overseas. Combining intensive workshops, peer support and high-level networking, it offers support at two levels:

Strand A - For up to 8 Line Producers who are based in the English regions, including:

- An intensive 4-day UK residential 'step-up' course including sessions delivered by highly experienced Line Producers, representatives from production companies and Production Guild, and international contributors.
- A 1-day facilitated visit to a London studio for further sessions and to meet key contacts in London production companies. To hear first-hand suggestions of how to better promote oneself as a regionally-based Line Producer.

Topics will cover:

- Stepping up your career: common challenges, especially in the regions
- Negotiation skills, managing people, networking & self-pitching skills
- Looking at higher-end budgets
- Brief overview of tax credits & their impact on UK production
- Introduction to US working practices & why it makes a difference to your employability
- The barriers to overcome to get work from US productions
- Introduction to US budgeting
- What London productions want & expect from Line Producers?
- How & where to identify contacts & opportunities?
- Plus briefings on recent or upcoming changes in key topics at the time of delivery.

Strand B - For up to 6 higher-level Line Producers from across the UK:

- An intensive 2-day UK residential course including sessions delivered by highly experienced Line Producers, representatives from production companies and Production Guild, and international contributors.
- A 3-day facilitated visit to LA in partnership with BAFTA US, for further sessions and to meet key contacts in US production companies.

The 2-day UK residential will be shared with Strand A participants, with content focusing on US production as noted above.

Activities, familiarisation and topics covered during the 3-day programme in LA will include:

- Meeting Head of Production or equivalent at US indies
- Seeing studios & understanding difference of scale
- Meeting US accountants
- Visiting facilities houses to better understand their working practices.

A group follow-up review and planning day for all participants will also be offered.

Both strands seek to address barriers that UK Line Producers, particularly regional, can face when 'stepping up' and competing in a national and international marketplace.

Fees and Assistance

Although very heavily subsidised, participants will be required to make a contribution towards the **Lining Up** programme. This must be paid upon acceptance of a place, no later than 01/09/2015. Please also see 'Cancellation Terms' below.

Fees:

Strand A - £450
Strand B - £650

Please note: some participants may need to make a contribution towards their own travel costs; please see 'Travel & Childcare Bursaries' below.

Accommodation & Food:

Are included in the fee and will be provided for residential workshops as follows:

Strand A - 4 nights (UK)
Strand B - 2 nights (UK) & 3 nights (US)

Travel & Childcare Bursaries:

Support towards travel costs of up to £150 per participant to attend UK workshops is available; details will be provided upon offer of a place.

In addition, support towards travel costs of up to £800 per participant for US workshops is available; details will be provided upon offer of a place.

Assistance with costs of childcare to enable participation in the programme is available to eligible participants; details will be provided upon offer of a place.

Cancellation Terms

Applicants are asked to be mindful of the following terms of cancellation:

If Creative England cancels all or part of the programme, or changes programme dates rendering a participant unable to continue, a full or pro rata (as the case may be) refund of the fee will be made to the affected participant(s).

If a participant is unable to attend all or part of the programme with less than one month's notice due to a change in their own circumstances, Creative England is unable to refund fees paid, except on compassionate grounds.

If a participant is unable to attend all or part of the programme with more than one month's notice, Creative England will refund 50% of the fee, unless the place is accepted by another participant, in which case we will refund 100% of the fee.

Who can apply?

Lining Up is aimed at Line Producers meeting the following profiles:

Strand A - Applicant Eligibility:

Applicants will have a minimum two to three credits as a Line Producer on feature films gained mainly in the English regions with regional productions/companies. They will be aspiring to attract higher level work on a wider range of film productions and with a broader range of clients, especially hoping to attract work from London productions/ companies that are seeking to shoot in the regions. They may also have a longer-term aspiration of working with incoming US productions/companies. Applicants with four to five Production Manager credits at equivalent production level, seeking to step up to Line Producer will also be considered.

Strand B - Applicant Eligibility:

Applicants will have a minimum three to four credits as Line Producer in the UK including feature films over £2m budget including some regional. They will be aspiring to attract higher level work and particularly to better engage with US film productions/companies that are shooting in the UK, and to become familiar with US working practice and terminology.

Please note: All applicants must be resident in the UK. Applicants from the English regions will receive priority for Strand A.

If you are uncertain as to which strand may best suit your professional development needs, please contact us (see 'Contacting US' below).

Deadline

Applications will be accepted up to **10am on Wednesday 29th July 2015**. Regrettably, applications made after this will be deemed ineligible and cannot be accepted.

How to apply?

We operate an online application process only and cannot accept applications by disc, fax, email or post. Please submit an official application online at:

<http://applications.creativeengland.co.uk/application/143>

Please note: In addition to the application questions, you will be asked to supply a full CV, including credits list, and names of two supporting referees.

Once you have submitted, you will be sent an email confirming that we have received your application, together with a tracking number to be used in all correspondence.

If you have not received such email confirmation within 5 working days of your submission, please contact us by emailing jude.lister@creativeengland.co.uk

All applications are checked for eligibility against these guidelines. If your application is ineligible, we'll send you an email informing you as to why. We are unable to progress ineligible applications but may at this stage allow you to correct an error if it is the sole reason why it is ineligible.

Assessment and Selection

Eligible applications will be read and assessed by the selection panel, comprising Creative England staff with an industry representative, and may include representatives of programme partner organisations.

Shortlisted applicants may be asked to provide further information and/or invited to discuss their application via a telephone.

All applicants selected to participate in **Lining Up** will be notified by **5pm on Friday 14th August 2015**.

Due to the expected volume of applications, we regret that we are unable to guarantee feedback on unsuccessful applications.

Key Dates

Deadline for applications:	10am on Wednesday 29th July 2015
Applicants notified by:	5pm on Friday 14th August 2015
Strand A Programme:	12 th to 15 th October 2015 inclusive (UK, location tbc) 16 th October 2015 inclusive (London) 10 th February 2016 (UK, location tbc)
Strand B Programme:	14 th to 15 th October 2015 inclusive (UK, location tbc) 3 rd to 5 th November 2015 inclusive (Los Angeles) 10 th February 2016 (UK, location tbc)

Freedom of Information

The Freedom of Information Act 2000 gives members of the public the right to request information held by Creative England. This includes information held in relation to applications to any of Creative England's Lottery funding programmes. If you choose to apply to Creative England, you should be aware that the information you supply, either in whole or in part, may be disclosed under the Act.

Contacting Us

Please contact us if you have any further queries about **Lining Up**. In the first instance, email Jude Lister at jude.lister@creativeengland.co.uk with "**Lining Up Query**" as your subject header.

Whilst the information and advice in these guidelines is believed to be accurate at the time of going to press, Creative England reserves the right to make changes at any time at its discretion.

Neither Creative England nor any of its partners shall be responsible for any loss attributable to errors, omissions or other inaccuracies in the information contained in these guidelines.

Lining Up is delivered by Creative England in partnership with:



And supported by:

