

## Screen Yorkshire Appeals Procedure

### Introduction

Screen Yorkshire's appeals procedure is designed to give applicants the opportunity to challenge a funding decision **if they feel that the published assessment procedure has not been followed**. The Appeals Committee will not accept appeals based on artistic grounds.

All appeals will be considered by a sub committee of the main Board and will include the Chief Executive. A written intention to appeal must be received by Screen Yorkshire, within **10 working days** of the date of a rejection letter.

If an appeal is successful, the application will then be re-submitted, without prejudice, to the next funding assessment round. The appeals committee may decide whether a successful appeal should be reassessed or should go directly back to the funding committee. Successful appeals from the internal funding group shall go back directly to that group for further consideration.

### The Appeals Process

A written intention to appeal must be received by Screen Yorkshire, within 10 working days of the date of a rejection letter. The applicant then has a further 10 working days to send a detailed submission as to the details of their appeal.

The Chief Executive will then respond to the appeal, outlining the process that will be followed. The Appeals Committee will convene within 10 days of receiving the detailed written submission.

The Chief Executive will then write to the applicant, with the Appeals Committee's decision, within 3 working days of the meeting.

Feedback on all applications will be available on request.

Appeals should be addressed to:

The Chief Executive  
Screen Yorkshire  
Studio 22  
46 The Calls  
Leeds  
LS2 7EY