

Type of funding

Screen – Production Growth Fund

CS' purpose(s) for processing the personal information

- to assess the Funding Applicant's application to receive funding;
- to assess End of Project Reports;
- to undertake research in partnership with an external research agency (under contract with CS) to evaluate the impact of the programme;
- to publish information regarding the award made to the Funding Applicant on the CS website and more widely e.g. CS Annual Review. This is to allow CS to be accountable and transparent in awarding funds;
- to respond to requests for information received by CS from the media otherwise than under Access to Information Laws; and
- to invite the Funding Applicant to attend related cultural events.

Data Sharing – CS will disclose:

- the Funding Applicant's application information (including personal information) to external third parties for assessment purposes e.g. external assessors. This is to allow CS to process applications in a timely and efficient way with the valuable input of colleagues in the sector;
- such personal information as it considers necessary to an external research agency (under contract with CS) e.g. End of Project Report;
- statistical information to the Scottish Government for reporting purposes and to comply with CS's statutory functions under the Public Services Reform (Scotland) Act 2010. These statistics do not identify a data subject; and
- Personal information in response to requests received by CS under Access to Information Laws, either subject to or without prior consultation with the Funding Applicant at CS's sole discretion.

Length of time CS will retain the personal information

CS will retain successful funding application(s) and supporting information (including assessments and personal information) for the length of time of funding period (1 year) and to comply with financial regulations a further period of 7 years (8 years in total). Following the expiry of this timescale, the said information will be securely disposed of.

CS will retain unsuccessful, withdrawn or ineligible funding application(s) and supporting information (including assessments and personal information) for a period of 1 year. Following the expiry of this timescale, the said information will be securely disposed of.