



Documentary Production Investment Fund (effective until 30 June 2017)

Program overview

The Documentary Production Fund provides production financing for broadcast documentaries (single or series), feature documentary and factual cross-media projects with significant 3rd party funding and broad audience reach.

Funding available

The level of Screenwest's funding commitment will be determined by the assessment process and total demand on available funds. Total funding per project can be calculated in one of two ways:

1. On projects with a per hour cost of \$500,000 or higher Screenwest will match the amount of cash funding provided by legitimate, at arms-length, market partners (eg. broadcast licence fees, distribution advances and/or guarantees, and broadcaster or distributor equity) up to a maximum of \$600,000 or 25% of the total cash production budget, whichever is less. In-kind resources will not be recognised as market partner funding for the purposes of calculating Screenwest matched funding and, at a minimum, we require a Letter of Offer from the proposed market partner(s) confirming their funding contribution.
2. A combination of **Base Funding** and a number of **Funding Incentives** up to \$600,000 or 15% of the budget, whichever is less.

Funding of \$200,000 or below will be considered a grant. Producers and/or production companies can only access up to maximum of \$800,000 in any one financial year across all documentary production funds, excluding special initiatives.

Eligibility

An application must first meet the following eligibility criteria in order to be competitively assessed for funding through this program

The applicant must be either a:

1. Western Australian resident company
2. Western Australian resident company in a Genuine Co-production Partnership with a non-WA resident company (as defined in the Screenwest Terms of Trade) or a
3. Western Australian resident company in an Official Treaty Co-production relationship with a non-WA resident company.

Screenwest will only accept co-production applications where the project demonstrates strong Western Australian creative elements, such as writers and directors.

In the case of a Genuine Co-production Partnership or Official Treaty Co-production relationship, the Western Australian Resident Company must be the applicant.

The project that is subject to this application must be either a:

1. cinema documentary
2. large format documentary (eg. IMAX)
3. broadcast documentary, series or single or a
4. documentary cross-media or web-based project.

For the purposes of defining an eligible documentary for this Fund, Screenwest will have regard to the guidelines compiled by the [Australian Communications and Media Authority](#) (ACMA).

Projects must have a market attachment for at least one of the following unless they have secured funding from Screen Australia's Documentary Producer Program*:

1. Australian theatrical release (at a minimum, we require a Letter of Offer from a recognised Australian distributor).
2. Australian television broadcast on free to air or pay/cable television.
3. Substantial international broadcast on free to air or pay/cable television with a market driven distribution/business plan for release in Australia and where the content will be made available to Australian audiences and/ or
4. In the case of cross-media projects, the project must have established market partners for distribution and marketing and the content must be made available to Australian audiences.

**If Screen Australia has approved an alternative pathway to audience the Screenwest Board will not require one of the market attachments outlined above.*

In all cases, projects are required to present a strong, market-driven distribution/ business plan highlighting how the project will reach target audiences and how returns will be maximised.

Applicants must also present a marketing and distribution plan for Australian domestic and Rest of World (ROW) sales.

In addition to the conditions above Screenwest also requires applications to meet the following requirements:

1. A substantial amount of production and/ or some of the post-production will be undertaken in WA.
2. The ratio of funding to Qualifying Western Australian Expenditure (QWAE) must be 1:3; however Screenwest may consider a lower ratio for new or emerging production companies or for co-productions that present unique business opportunities for the Western Australian applicant.

Applications for Post-Production funding are eligible where a production has received market or significant festival interest or support by way of a presale and/ or a distribution agreement at rough cut stage. Funding is to be used to help meet the costs of post-production yet to be undertaken (at the time of offer by Screenwest). Applicants will need to show that any deferred payments, options or clearances have been paid or have been funded. Screenwest will not fund retrospective deferrals.

Projects eligible for the Producer Offset or Producer Equity Program (PEP) are expected to include it in their proposed Finance Plan.

Base Funding

Screenwest Base Funding is 10% of the production budget, up to \$400,000.

Funding Incentives

The following Funding Incentives represent additional funding available on top of the Screenwest Base Funding.

Eligibility for funding is based on the project meeting the criteria of each Incentive with the final quantum being at the Board's discretion.

1. WA Spend Incentive

Where the QWAE represents 60% or more of the production budget, Screenwest offers a **further pro rata 2% of the budget** as follows:

QWAE:	60%	65%	70%	75%	80%
Further Funding:	1%	1.25%	1.5%	1.75%	2%

In the case of an international co-production, where the Qualifying Australian Production Expenditure (QAPE) represents 50% or more of the production budget, Screenwest offers a further pro rata 2% of the budget as follows

QAPE:	50%	55%	60%
Further Funding:	1%	1.5%	2%

2. WA Content Incentive

Up to a further 10% of QWAE, up to \$50,000 may be awarded on the strength of the project meeting two or more of the specific elements below which define the cultural significance of the project to WA:

- The content is derived from, or profiles a significant work, character or event specific to WA either historically, artistically, scientifically or socially;
- A recognisable WA setting;
- WA authorship and/or adaptation;
- A significant WA Indigenous cultural importance in terms of Indigenous Cultural Intellectual Property (ICIP rights – see definition in Terms of Trade Glossary)*; or
- Other significantly identifiable WA elements in the content of the production (this could include the presenter, cast, scored music, existing music, or innovative visual effects and/or animation).

*Where there is Indigenous community participation or content involved in the project the production company must provide a statement setting out how it will approach the Indigenous content or participation with regard to appropriate protocols, even if the content is not specific to a particular community or individual. The production company must demonstrate that it has a consultation plan covering the full production process and is following it. The statement should be based on the checklists available in Screen Australia's guide Pathways & Protocols: a filmmaker's guide to working with Indigenous people, culture and concepts. The production company should provide evidence of consultation to date (e.g. signed letters of consent confirming their willingness to participate) if the project will involve particular Indigenous individuals or communities.

3. Production Company Development Incentive

Up to a further 1% of the production budget will be awarded where the project, as determined by the Screenwest Board, significantly demonstrates:

- Development of the company (such as forming strategic alliances with new partners, international broadcasters and/or distributors, and/or allows the applicant to produce a project in a new genre and/or an improved business arrangement that has not previously existed for the applicant), and
- Significant digital innovations being produced in WA (such as an associated 'serious' game, online and cross-platform opportunities, digital effects), unless Screenwest has provided additional funding through any other of its programs for this purpose.

4. WA Directors Incentive

Up to 1% of the Production Budget to primarily employ WA resident Directors. The amount awarded is calculated pro rata to the number of episodes directed by WA Directors. In the case of a feature or single documentary, 1% of the production budget is awarded for a WA resident Director.

5. WA Key Creative Crew Development

Up to 1% of the Production Budget will be provided to the applicant to engage paid attachments in the following areas: Directors, Editors, Researchers, Writers and Directors of Photography. Note the following:

- The attachment position cannot be used to replace a crew position on the production.
- The attachment should receive an appropriate credit for their work on the project.
- The attachment cannot be a student.

Screenwest requires the attachment to be paid no less than \$800 per week on a minimum five-week engagement. All appropriate fringes, loadings, overtime and allowances must be paid in addition to the agreed weekly wage. The cost of the attachment(s) must be included in the budget submitted with your application.

Screenwest must approve the attachment(s) and the terms and conditions of their engagement before the attachment commences. Attachments need not be exclusively employed on the project but can work across a broad range of relevant creative duties within the production company's business. It is envisioned that this may lead to longer attachment periods supported through rolling production.

Applicants cannot arrange any additional internships, vocational placements, work experience, unpaid workers, volunteer workers or similar without first seeking Screenwest approval.

Terms of funding

Screenwest may withdraw its funding offer where in the opinion of Management the key elements of the project have changed significantly or fundamentally from those approved by the Board.

In general, funding offers are valid for a period of 6-months after which the offer may be withdrawn or extended at Management's discretion for a limited time.

Administration fee

Screenwest charges a 2% administration fee up to a cap of \$5,000. The 2% is calculated on the total approved funding from Screenwest.

Delivery materials

For more information on Screenwest's standard production funding delivery material please refer to Screenwest Delivery Materials document on the website.

Auditing

Screenwest requires the following auditing at project completion:

- An independent audit of all production expenditure (if the producer has to arrange an audit for the purposes of the Producer Offset, Screenwest will accept the Producer Offset audit).
- A final cost statement setting out the breakdown of QWAE.
- A full, final cast and crew list clearly identifying Western Australian Residents.

Failure to fulfil acquittal and/ or meet deliverable requirements as specified within the funding agreement is a breach of contract. If contractual obligations are not met, Screenwest has the right to recoup funds already paid to the applicant and it may disqualify the recipient from being eligible for future Screenwest funding until outstanding funds are paid back and the matter resolved with Screenwest.

How to apply

All applicants are required to submit:

1. A completed Application Form.
2. A completed Documentary Production Fund Application Summary and include any and all documents referred to in the Application Summary checklist.

Please ensure all requested material are completed and submitted together. Applications that do not include all requested material may not be accepted for assessment.

Assessment criteria

Screenwest competitively assesses eligible applications against the following criteria:

1. Track record of the applicant(s) and principal(s)
2. Economic benefits including the amount of Qualifying Western Australian Expenditure (QWAE) and the employment of key Western Australian crew
3. Cultural and creative benefits of the project to Western Australia and the ability to showcase these benefits to a national or international audience
4. Strength of the market attachments
5. Quality and rigor of the supporting materials
6. Likelihood of the project being fully financed
7. Overall diversity of projects funded by Screenwest
8. Availability of Screenwest funds and
9. How the project aligns with the relevant strategic initiatives as set out in the Screenwest Strategic Plan.

Screenwest will take into consideration whether the applicant has a number of concurrent outstanding projects in development or production that may impact on the quality and timely delivery of further projects as part of its assessment of the application.

Screenwest will not fund projects that contain material that will bring, or is likely to bring the WA Government or Screenwest into public disrepute, contempt, scandal, or ridicule, or which might tend to reflect unfavourably on Screenwest.

Screenwest seeks to reflect the diversity of Western Australia's community on screen and behind the camera, through projects funded and practitioners supported. The funding panel will take into consideration diversity elements of a submission during the assessment process.

Program contact

Cristina Pozzan

Production Investment Manager

E: cristina.pozzan@screenwest.wa.gov.au

T: (08) 6169 2118

Toll free: 1800 463 043 (regional callers only)

screenwest.wa.gov.au

Please note that just prior to a closing date consultations can be in high demand. Consequently, it is best to telephone or email the program contact for an appointment or general advice well before the advertised closing date.

Submitting your application

All closing dates are listed on the Screenwest website and are published in the Screenwest e-newsletter. To register for the newsletter go [here](#).

All application materials must be submitted by 5:00pm on the specified closing date.

Please ensure you allow plenty of time to submit your application in case of unanticipated problems as late applications will not be accepted.

Emailed Applications (preferred)

Applications should be emailed to funding@screenwest.wa.gov.au. Applicants should forward all required application materials in a single email. Application materials are not to be emailed directly to individual Screenwest staff members.

For emails larger than 8MB, send via Screenwest's Hightail Account by following this link: hightail.com/u/ScreenWest.

Hard copy applications

Post applications to:
Attn: Funding Administration Officer
Screenwest
PO Box 3275
EAST PERTH WA 6892

Hand deliver applications to:
Attn: Funding Administration Officer
Screenwest
30 Fielder Street
EAST PERTH WA 6004

Screenwest recommends that mailed applications are sent via registered post. No responsibility is taken for unregistered mail.

Application receipt confirmation

An application receipt will be forwarded to the applicant within two working days to confirm that Screenwest has received the application. **It is the applicant's responsibility to contact Screenwest if an application receipt has not been received within this timeframe.** Application material(s) will not be returned by Screenwest.