



Travel Assistance: Established Production Companies (EPC)

Program overview

Travel Assistance: Established Production Company (EPC) recognises the flexibility screen businesses require to forge critical relationships and potential business opportunities on an interstate and international scale. This fund provides a financial contribution towards the costs of attendance at relevant national and international markets, national and international festivals and awards, and business meetings relating to the production of an applicant's development slate.

Funding available

There will be one (1) round per financial year. Successful applicants may be offered up to a maximum of \$25,000.

Screenwest can provide a contribution for each trip of up to:

CAP CATEGORY	Type of trip	Cap amount
IT	International Travel	Up to \$6,250
ITAP	International Travel (Asia Pacific region)	Up to \$3,000
IT MULTI	International Travel Multi-countries (two (2) or more)	Up to \$8,000
NAT	National Travel	Up to \$1,500

The level of Screenwest's funding commitment will be determined by the assessment process and the total demand on available funds. The applicant can request a Screenwest contribution of up to 100% of Screenwest's eligible costs for each specific trip.

Eligibility

An applicant must first meet the following eligibility criteria in order to be competitively assessed for EPC Travel Assistance:

1. Meet the general eligibility requirements set out in the [Screenwest Terms of Trade](#).
2. Have generated a minimum of \$1.5million Qualifying Western Australian Expenditure (QWAE) that has incurred on eligible productions in the previous three (3) financial years. Importantly, the qualifying spend must have been specifically incurred in the qualifying period (i.e. between 1 July 2013 and 30 June 2016) and companies applying must provide cost or audit reports very clearly substantiating the qualifying spend. *Productions that are fully financed, directly or indirectly, by Screenwest are not eligible to include in the QWAE calculations.*
3. Be in compliance with any existing obligations to Screenwest
4. Any prior EPC grant must be satisfactorily acquitted in order to become eligible to apply for the grant.

Eligible costs are:

1. Economy class flights.
2. Paid accommodation (up to 3-star).
3. Market/conference registration fees ('early bird' or equivalent where available).

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.

Terms of funding

Funding is provided as a grant. Successful applicants will enter into a written agreement with Screenwest, specifying the terms of the funding and what the applicant will need to deliver to receive payments.

1. The travel period is for 12-months starting 1 October ending on 30 September of the application financial year.
2. Screenwest's contribution is for one (1) practitioner per trip.
3. Successful applicants will be ineligible for all other Screenwest travel assistance initiatives.

Applicants must declare if they have received support from Screen Australia or other funding sources to attend the nominated event(s). If other funding is received, Screenwest may review or reduce the offer amount and approve its expenditure on alternative travel consistent with the objectives of this program.

Failure to fulfill 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

Applicants will need to submit the following:

1. A completed Travel Assistance EPC Application Form.

Please ensure all requested materials are completed and submitted together. Applications that do not include all requested material or do not comply with these guidelines when submitted may not be accepted for assessment/may not be prioritised.

Assessment criteria

Screenwest competitively assesses eligible applications against the following criteria:

1. Strong and targeted travel strategy and opportunity for financing projects.
2. The applicant's track record.

Screenwest will take into consideration whether the applicant has a number of concurrent outstanding projects in development or production that may impact on this application.

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

Closing date

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

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

Applicants should allow plenty of time to submit an application in case of unanticipated problems as late applications will not be accepted.

Submitting an application

Applications must be emailed to funding@screenwest.wa.gov.au. Please forward all required application materials in a single email. Do not email application materials directly to individual staff members.

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

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.

Program contact

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Screenwest

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Applicants should 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.