



Below-The-Line Crew Professional Attachment Guidelines

Program overview

This fund fosters the growth of Western Australia's below-the-line crew talent in recognition that highly skilled practitioners are vital for the long-term growth of the screen industry in Western Australia. The scheme is designed to address skill gap areas that exist (or emerge over time) within Western Australia's professional below-the-line crew base, monitored on an ongoing basis by Screenwest in consultation with industry and identified as being of the highest priority.

The fund provides on-set development opportunities for emerging and mid-career Western Australian below-the-line screen practitioners with an opportunity to increase their skills, knowledge and networks by working and shadowing an experienced industry professional (Mentor) on a professional production shooting in Western Australia (or an exceptional opportunity outside of Western Australia).

This program is available until 30 June 2017 and may not be renewed thereafter.

Funding available

Screenwest will provide a non-recoupable grant to the sponsoring Production Company to assist with the cost of employing the Professional Attachment at no less than 80% of the relevant crew position's minimum award rate based on a 50 hour week (as per the current [Motion Picture Production Agreement](#)) or \$800 per week, whichever is the greater. The grant must be paid as a wage directly to the Attachment, with the Production Company liable for the costs of all fringes (holiday pay and superannuation), overtime and loadings, living away allowances and catering.

Eligibility

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

The applicant must:

1. Meet the general eligibility criteria as detailed in the [Screenwest Terms of Trade](#);
2. Have a clear, demonstrated commitment to a professional career in the screen industry in the area they are applying for the Professional Attachment;
3. Organise their own Professional Attachment opportunity in advance of the application;
4. Submit the application at least three weeks prior to the intended start date of the Attachment. Screenwest does not fund retrospectively.

Screenwest will only consider Professional Attachments on fully financed market supported projects. Please note: Full time students are not eligible for attachments.

Terms of funding

1. Prior to application potential Professional Attachment opportunities must be discussed with the Attachment, sponsor Production Company, Mentor and Screenwest. Screenwest will only support Below-The-Line Professional Attachment opportunities that address crew positions identified by Screenwest as lacking in Western Australia at the time of application.

2. The Attachment must be engaged in a meaningful role during the entirety of the attachment period;
3. The Attachment must receive an appropriate credit for their work on the project;
4. Should the Production Company elect to continue employing the Attachment on that production beyond the term of the attachment, it is expected that the practitioner will be employed at 100% of the minimum award rate for that crew position;
5. Applications will be considered for an Attachment with an interstate or international production company where the applicant's career development plan anticipates them continuing to be resident in Western Australia on completion of the attachment. However, Screenwest will not cover travel and accommodation costs associated with the Attachment.
6. Funding is provided as a non-recoupable grant. The sponsoring Production Company will be required to enter into a written agreement with Screenwest specifying the terms of the funding and what will be required to deliver to acquit the grant.

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

Screenwest requires the Attachment to submit the following:

1. A completed Application Form;
2. Letter of support from the sponsoring Production Company confirming the opportunity and the level of involvement the Attachment will have with the Mentor;
3. Warranty from the Production Company that the Attachment will be under the direction of a professional mentor;
4. A current one page CV of the Attachment;
5. A career development plan for the Attachment;
6. A current one page CV of the professional Mentor;
7. A current profile of the Production Company.

Please ensure all requested material is 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. The current skills gap needs of the Western Australian screen industry as identified by Screenwest in consultation with industry;
2. The track record of the Production Company sponsoring the attachment;
3. The track record of the professional Mentor;
4. The applicant's track record, career progression and commitment to their area of choice in the screen industry;
5. Funding available.

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.

Submitting an application

Emailed applications

Applications can 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 staff members.

For emails larger than 8MB, send via Screenwest's Hightail Account by following this link:
<https://www.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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