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## SCREEN INDUSTRY SKILLS DEVELOPMENT FUND GUIDELINES

### Program overview

The Screen Industry Skills Development Fund is open to not for profit screen industry organisations, established production companies or practitioners with significant experience in the screen industry and a demonstrated commitment to developing the West Australian Screen Industry Sector.

The fund is designed to provide support to these entities to deliver professional skills development opportunities (i.e. courses, workshops, masterclasses) to West Australian screen practitioners

This fund is not restricted to WA only organisations, practitioners and production companies, though it is expected that the activities provided through the grant strategically deliver on Screenwest's vision to develop a vibrant WA Screen Industry Sector and provide significant development and learning outcomes for WA participants.

### Funding Available

Applications can be made for Screen Industry Skills Development Funding through set rounds, that will occur twice per year (subject to funding availability).

Applicants can apply for up to \$25,000 per application.

Applicants may apply for a one-off activity or a range of activities over a set period.

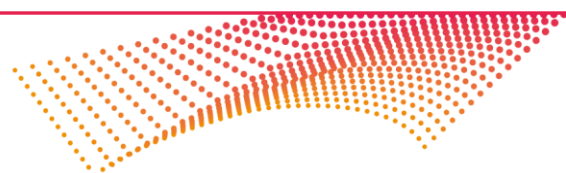
There is no yearly cap on the level of funding that can be requested, however, demand on the available funding will outweigh the applications received.

In exceptional cases Screenwest Management may fund an activity out of round in response to time critical needs or opportunities that present.

### Indigenous Content and Participation

Where there is Indigenous content or participation in any project, Screenwest requires that each applicant complies with protocols related to the treatment of Indigenous Cultural and Intellectual Property Rights (ICIP). For more information on ICIP, please refer to the Arts Law Centre of Australia.

Written confirmation of the willingness of both the subject(s) and the community to be involved in the project is essential.



There must be strong indigenous representation on all projects that tell indigenous stories, through the involvement of an indigenous key creative or through thorough consultation and collaboration that is adequately budgeted for.

Please ensure you allow sufficient time for consultation so that people giving consent can more fully understand what they are consenting to.

Please note, these requirements apply equally to Indigenous and non-Indigenous filmmakers.

For information on what Content, Consent and Consultation means, please refer to the Screenwest website for more information on [Filming with Indigenous People, Content and Land](#).

For more detailed information on Indigenous Content and Participation protocols, please refer to [Screen Australia's Pathways & Protocols: a filmmaker's guide to working with Indigenous people, culture and concepts](#).

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 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.

## Eligibility

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

The applicant must:

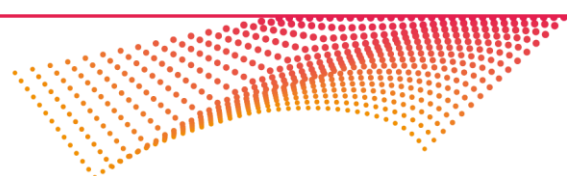
1. Meet the general eligibility requirements set out in the Screenwest Terms of Trade.
2. Be a not for profit screen industry organisation, established production company or screen practitioner with significant experience in the screen industry and a demonstrated commitment to developing the West Australian Screen Industry Sector.

The activity or activities contained within the proposal must not have occurred prior to funding being approved, as Screenwest does not provide retrospective funding.

Screenwest will not fund projects or activity 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. If you are successful Screenwest will enter into a written agreement with you, specifying the terms of the funding and what will need to be delivered to receive payments. **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**

Prior to submitting an application, it is preferred that the applicant discuss the application with the program contact.

Applicants will need to submit the following:

1. A completed Application Form.
2. A cover letter outlining the proposal and a rationale as to why this application strategically delivers on Screenwest's vision to develop a vibrant WA Screen Sector.
3. A clear outline of the activity/s to take place, including key dates and key people involved in delivering the opportunity/s.
4. An overview of the beneficiary/s of the activity, outcomes to be achieved and how this activity will assist in closing a skills gap in the local screen sector.
5. CV/s (one page only) of all key practitioners delivering the activity proposed.
6. A detailed budget including all in kind contributions.

## **Assessment criteria**

Screenwest competitively assesses eligible applications against the following criteria:

1. Current skills gaps in the WA Screen Sector and how this proposal will aid in developing a vibrant WA Screen Sector.
2. Benefits the activity is likely to generate for the film industry and wider screen community of WA.
3. The applicant's track record and commitment to developing the screen industry in WA as it pertains to the activity being proposed.
4. The quality of the overall proposal and activity being proposed.
5. The level of funding requested comparative to the outcomes proposed; and
6. The range of activities being funded currently and historically. Screenwest needs to ensure that a cross section of activities is supported.

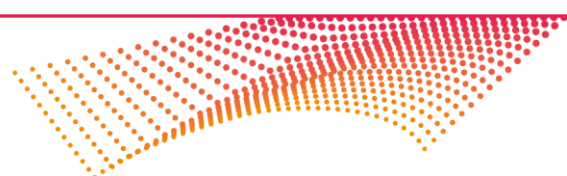
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## **Closing Date**

All closing dates are listed on the Screenwest website, announced in the Screenwest newsletter and via social media. You can register for the newsletter [here](#).

**All applications must be submitted by 5.00pm WST on the date of the advertised closing round.**



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

### Submitting your application

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

Applications should be emailed to [funding@screenwest.com.au](mailto:funding@screenwest.com.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:

<https://spaces.hightail.com/uplink/screenwest>

**If you are unable to submit an application online or having difficulties, please contact Screenwest on: (08) 6169 2100 or 1800 463 043 (regional callers)**

### Hard copy applications

*Post applications to:*

Attn Screenwest  
Development & Production Assistant  
PO Box 3275 East Perth, WA 6892

*Hand deliver applications to:*

Attn Screenwest  
Development & Production Assistant  
30 Fielder Street East Perth WA 6004

### 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

**Eva Di Blasio, Talent Development Manager**

**Screenwest**

**T: (08) 6169 2117**

**E: [eva.diblasio@screenwest.com.au](mailto:eva.diblasio@screenwest.com.au)**

**Toll Free: 1800 463 043 (regional callers)**

**<http://www.screenwest.com.au>**

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

