



## Emergency Development Investment Fund Guidelines

### Program overview

---

Emergency Development Investment funding is designed to support Western Australian companies or individuals that have entered into the active development of a project with market attachment, and have a bona fide time critical deadline (e.g. to obtain time-critical footage or interviews, screen tests of key cast, emergency script polishing or a preliminary trailer). Documented requests for this project work from the broadcaster, distributor or funder will normally be required in assessing an application for emergency funding.

### Funding available

---

Applications can be submitted at any time. Successful applicants may be offered up to a maximum of \$25,000 per application. The level of Screenwest's funding commitment will be determined by the assessment process and the total demand on available funds.

Funding will not be awarded retrospectively, for example, fees for drafts written prior to submitting an application are not eligible.

Projects will generally only receive one stage of Emergency Development Investment funding.

### 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 found [here](#).
2. Be a Western Australian resident or company. Non-Western Australian productions will only be considered where the Production Company brings demonstrated strong economic and/or ongoing creative opportunities to the State.
3. Hold the underlying rights at the time of application. Screenwest Development Investment funding cannot be used to purchase options or rights to a project.
4. Have a strong letter of commitment from a broadcaster or distributor in the form of an official letter or email. Exceptions will depend on the track record of the production team and the market strength of the project.
5. Require immediate development that cannot be funded through other Screenwest funds due to the exceptional time-critical needs of this stage of development.

Supported by

6. Be in good standing with all previous Screenwest funds and programs. Applicants that have an outstanding acquittal report and/or deliverable(s) or have not fulfilled their contractual obligations relating to prior Screenwest funding are not eligible to apply unless an alternative arrangement is agreed with Screenwest prior to application. Applicants should contact Screenwest directly for advice on their specific situation.

If an application has been unsuccessful in receiving support in the past, it cannot be re-submitted to Screenwest unless it has been substantially changed, developed or reworked. A document must be included with the application listing specific changes made to the re-submitted application. Screenwest may not accept a re-submitted application if the Development Manager determines the project has not changed substantially.

Screenwest will not fund projects that contain material that will bring, or is likely to bring the Western Australian 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 an investment. If successful, Screenwest will enter into a written agreement with the applicant, specifying the terms of the funding and what the applicant will need to deliver to receive payments.

It is the Producer's responsibility to obtain and renew (i) the entire copyright in all material commissioned and/or acquired by it for the development of the Project, (ii) all necessary consents to permit the development of the Project, and (iii) all necessary consents to permit the Project to be produced and exploited.

**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 Application Form.
2. Cover letter listing all materials submitted.
3. If the project has been submitted and declined funding previously, a document listing specific changes made to the re-submitted application is required.
4. A clear rationale for why the project should be considered under Emergency Development Investment Funding. This fund is reserved for extremely exceptional time-critical circumstances.
5. Letters of commitment or other documentation giving proof of marketplace attachment.
6. A written request from the market partner indicating the need for time-critical development.

7. A clear development strategy outlining the objectives and tasks to be undertaken (e.g. writer's notes and a clear strategy from the producer on how they are going to move the project forward to commissioning).
8. A development budget that breaks down the investment from all investors, including the applicant.  
The applicant is expected to include acceptable rates for fees when preparing the development budget. Screenwest has created guides to Acceptable Budget Figures for scripted television, factual and feature film development to assist in preparing an application.
9. A document containing a logline, one paragraph summary and one-page synopsis.
10. The latest draft script, preliminary treatment or a detailed concept document including character outlines and episode synopses (in the case of scripted drama/comedy series). Script or treatment must have a title page with project name, draft number, full date (day month year), writer name and producer/production company name.
11. CVs (one page) of the project principals and, if applicable, a company profile indicating past success in developing and producing projects.

**Applicants must 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 applicant's and creative team's track record.
2. The quality of the overall proposal.
3. Provision of the market partner commitment/support for the project.
4. Strength of the rationale for emergency funding (proof of time-critical nature of development stage).
5. The likely chance of the project being realised in Western Australia considering budget, locations and creative elements.
6. Potential cultural and economic benefits to the WA industry.

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.

### **Closing date**

---

Applications may be submitted at any time year round.

## Submitting an application

---

### ***Emailed applications***

Applications can 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 staff members.

For emails larger than 8MB, send via Screenwest's Hightail Account by following this link:  
<https://spaces.hightail.com/uplink/screenwest>.

### ***Hard copy applications***

Post applications to:

Attn Funding Admin Officer - Development  
Screenwest  
PO Box 3275  
East Perth WA 6892

Hand deliver applications to:

Attn Funding Admin Officer - Development  
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.

## Program contact

---

To talk to someone about this fund, applicants should contact:

### **Barbara Connell**

Drama Development Manager

E: [barbara.connell@screenwest.com.au](mailto:barbara.connell@screenwest.com.au)

T: +61 8 6169 2127

**Toll free:** 1800 463 043 (WA country callers only)

### **Paul Williams**

Documentary Manager

E: [paul.williams@screenwest.com.au](mailto:paul.williams@screenwest.com.au)

T: +61 8 6169 2116

**Toll free:** 1800 463 043 (WA country callers only)

Applicants should note that consultations can be in high demand. Consequently, it is best to telephone or email the program contacts for an appointment or general advice well before planning to submit an application. Applicants are **strongly** encouraged to discuss their applications before applying.