



## Emergency Development Investment Guidelines

### About this program

Emergency Development Investment is designed to support Western Australian companies or individuals in exceptional circumstances, that are in active and advanced stages of development of a project with market attachment that 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).

It should be for a unique and unrepeatable activity that forms a critical element of the story, that would otherwise render the project unrealisable.

Documented requests for this project work from the broadcaster, distributor or funder will normally be required in assessing an application for emergency funding.

### What can I apply for?

- Up to \$25,000 per application.
- *Funding is not automatic, even if an applicant can demonstrate they meet all the assessment criteria.*
- *Screenwest may approve funding less than the requested amount, as guided by the recommendations made during the assessment process and the total demand on available funds.*

### Am I Eligible?

To be considered eligible for this fund, the below general minimum eligibility applies.

#### Applicant / Company Eligibility

The applicant / company must:

1. Meet the general eligibility requirements as set out in the [Screenwest Terms of Trade](#).
2. Be a resident Western Australian Producer/Production Company, as per the Terms of Trade. 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.

## Project Eligibility

The project must:

1. Have a strong letter of commitment from a broadcaster or distributor in the form of an official letter or email, indicating the need for emergency funding. Exceptions will depend on the track record of the production team and the market strength of the project.
2. Require immediate development that cannot be funded through other Screenwest funds due to the exceptional time-critical needs of this stage of development.
3. Not have previously received emergency development - projects will generally only receive one stage of Emergency Development Investment funding.
4. Have confirmed market attachment.

## What do I need to apply?

Applicants will need to provide:

1. A completed Application Form on SmartyGrants, including any additional information, documentation and materials listed in the form.
2. If the project has been submitted and declined funding previously, a document listing specific changes made to the re-submitted application is required. 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.
3. 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.
4. Letters of commitment or other documentation giving proof of marketplace attachment.
5. A written request from the market partner indicating the need for time-critical development.
6. 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).

7. Completed Screenwest development budget template, including a line by line rationale for the Screenwest funding request
8. A document containing a logline, one paragraph summary and one-page synopsis.
9. 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.
10. CV's (max one page) of the key creative team
11. A COVID Risk Mitigation Plan, that is expected to be in line with the Australian Screen Production Industry COVID-Safe Guidelines, and that complies with applicable State and Federal Covid Legislation.

## How is my application assessed?

Screenwest will assess all 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.
7. Support for Screenwest's commitment to the creation and growth of diverse representation as further described below.
8. Alignment with Screenwest's current strategic plan.
9. In evaluating the application Screenwest will take into account submitted information and weight the above criteria as it deems appropriate to best serve the purpose and strategy of the organisation.

## Assessment Process & Timeline

Screenwest will follow this process in assessing applications for this program:

1. Screenwest will check the application meets the general minimum eligibility.
2. Eligible applications will be assessed internally by at least two Screenwest Program Managers.

3. The assessment timeline is approximately 2 weeks from application deadline to funding outcome.

## Diversity & Inclusion

Screenwest is committed to reflecting the broad diversity of Western Australia's community on screen and behind the camera, through stories funded and practitioners supported.

It is important that your team of key creatives authentically represent the story and characters in your application.

Screenwest recognises diversity broadly as differences in gender; age; Indigenous identity; cultural and linguistic diversity (CaLD); disability; sexuality and gender identities, including lesbian, gay, bisexual, transgender, queer, intersex and ace (LGBTQIA+); location (including regional and remote regions) and socio-economic status.

## Indigenous Story Content and Collaboration

Screenwest supports the telling of Indigenous stories by Indigenous creatives and storytellers.

Where this is not the case, we expect meaningful collaboration with the Indigenous communities whose stories they are.

**Whenever there is Indigenous content and/or Indigenous community participation in the project or when there are Indigenous members of the team who do not have the authority to speak for the people or place being represented in the story, you will need to follow the checklists from [Pathways & Protocols: a film maker's guide to working with Indigenous people, culture and concepts](#).**

This includes a statement on how you are approaching the Indigenous content, (even if you believe the content is not specific to a community or individual), evidence of your collaboration to date and where relevant, signed letters of consent confirming community and/or individual's willingness to participate.

All projects involving Indigenous content or participation will be assessed by Indigenous Assessors.

## What are the Terms of Funding?

- Funding will be provided as an investment
- Successful applicants will enter into a written Development Investment Agreement with Screenwest, specifying the terms of the funding and what the applicant will need to deliver to receive their scheduled payments.
- Recipients are required to provide a written acquittal report detailing the outcomes achieved as a result of the funding. Aspects of these may be published on the Screenwest website following consultation with the applicant.

- It is the applicant's responsibility to obtain and keep current, all necessary permissions, permits and Chain of Title documentation for the development, production and exploitation of the Project. Screenwest reserves the right to sight and approve the above at any time, upon written request to the Producer.
- Funding will not be awarded retrospectively, for example, fees for drafts written prior to submitting an application are not eligible.

## Deadlines and How to Apply

**Applications must be completed in full at the time of submission and are open any time. Screenwest reserves the right to close the fund at any time without prior notice.**

Acceptance of any additional application materials after this date is subject to Screenwest's discretion.

Applications will be accepted through the Screenwest SmartyGrants Portal. Do not email applications directly to individual Screenwest staff members.

You can start your application at any time once the portal opens. You can save your progress and return to it at any time before any given deadlines. **Do not start your application the day it is due.**

An application receipt will be automatically forwarded to the applicant from SmartyGrants 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 two working days.**

If you are unable to submit an application online or having difficulties, please call Screenwest on [+61 8 6169 2100](tel:+61861692100) or [1800 463 043](tel:1800463043) (WA regional callers).

## Who can I speak to about this program?

**Documentary Content:**

**Paul Williams, Documentary Executive**

**Screenwest**

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**Scripted Content:**

**Tenille Kennedy, Scripted Executive**

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

[www.screenwest.com.au](http://www.screenwest.com.au)

**Please note** that meetings with program contacts can be in high demand. It's best to telephone or email for an appointment or general advice well before planning to submit an application.

Applicants are **strongly** encouraged to discuss their applications before applying.