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CBR Screen Fund Guidelines - Development Loan Program

About the CBR Screen Fund

The CBR Screen Fund is managed by Screen Canberra, under agreement with the Australian Capital Territory (ACT) Government to foster a vibrant ACT screen industry.

Established in 2018, the \$5 million Fund will support projects, practitioners and businesses over a 7-year period.

Screen Canberra will fund projects and practitioners accordingly within its strategic remit to:

- uphold the quality and quantity of screen productions in the ACT
- foster projects with creative merit and market engagement
- contribute to the growth and sustainability of the local screen industry
- champion diversity
- contribute to the profile of the ACT region nationally and internationally
- nurture the professional development of local talent
- return capital to the Fund

The Fund is multipurpose and strategic, enabling Screen Canberra to remain responsive to continuing change and innovation.

Screen Canberra encourages diverse screen professionals including First Nations peoples, people with a disability, identifying as GLBTQI, and from culturally and linguistically diverse backgrounds, to apply.

About the CBR Screen Development Loan Program

The CBR Screen Development Loan Program was established in 2020 under the CBR Screen Fund to provide specific support to projects in late stage development.

Development funding is in the form of a loan (not a grant) and is intended by Screen Canberra to be one part of a project's overall finance strategy, supporting the project's progress successfully through development and into production.

What are we looking for?

We are looking for screen project applications that:

- are creatively compelling and have well-defined development goals
- can demonstrate a capacity to reach audiences
- show market engagement and are commercially feasible
- have a Key Creative and/or Producer attached with a significant track record, or who shows potential

- have “chain of title” in place, and
- can provide employment and development opportunities for local practitioners and intend to go into production in the ACT.

Eligible projects

The CBR Screen Development Loan will fund projects that are in development and strongly moving towards production and these can include:

- feature films
- adult and children’s television dramas and narrative comedy, documentary and animation, including series, miniseries, web series and telemovies, and
- creative interactive screen entertainment/cross platform projects.

Projects at an earlier stage of development may occasionally be considered for funding where:

- a detailed development budget is provided
- an established producer/production company and broadcaster or distributor are attached and contributing a substantive share of finance for the project’s development, and/or
- the project has broadcaster or distributor interest with a strong local story and/or could provide opportunities for key ACT creatives.

What is not eligible?

The following types of projects are not eligible for funding:

- games
- short films
- podcasts without screen content
- factual programming (other than documentary), such as lifestyle, magazine or current affairs.

When can I apply?

There are four funding rounds per year and the dates of these are published on our website.

Who is eligible?

All applicants must be able to demonstrate a high likelihood of the project going into production.

- **ACT Applicants:** Screen Canberra gives priority to ACT applicants.
- **Non-ACT applicants:** Non-ACT applicants must demonstrate that they will undertake a significant proportion of their work in the ACT, and/or the project’s content has a strong ACT flavour as well as significant momentum towards production.

Assessment Criteria and what to include with your application

We will assess applications on the creative merit and market potential of the project, evaluating the story, market attachment, development plan, budget and audience reach, talent and the potential of the team, as well as opportunities for the local screen industry.

Please use the following Checklist as a guide on what to include with your application:

1. Preliminary pitch document, outlining (as applicable):

- subject matter
- description of the story, or intended line of enquiry, or premise
- 10 pages minimum of draft script
- intended stylistic approach
- intended audience
- visual designs, sketches
- compliance plan for projects with Indigenous community participation or content, following the protocols as set out in Screen Australia's Pathways & Protocols – A filmmaker's guide to working with Indigenous people, culture and concepts (see link):
<https://www.screenaustralia.gov.au/getmedia/16e5ade3-bbca-4db2-a433-94bcd4c45434/Pathways-and-Protocols.pdf>

2. Project budget, including:

- detailed development budget
- top level anticipated production budget (where available)
- disclosure of other funding sources (where applicable)
- confirmation of "chain of title".

3. Define Market, include an indication of intended market and market interest through the following (as applicable):

- intended audience and distribution strategy
- web metrics or sales figures for previous interactive projects
- demonstrate showing how the project is to be realised and received by an audience
- letters of support and/or financial commitment
- Producer track record
- Broadcaster or Distributor offer or letter of interest.

4. Deliverables should include (as applicable):

- Draft of screenplay
- Series bible
- Episode breakdown
- Episode scripts
- Schedule
- Anticipated cast and director/s.

How much can I apply for?

Funding requests are not currently capped under the CBR Screen Development Loan Program. However, Screen Canberra administers a limited amount of finance from the ACT Government, and typically benchmarks funding levels against other State and Federal agencies.

Funding is competitive and successful applicants are not guaranteed to have their full request from the Fund approved even when their application substantially meets the criteria.

Recently funded projects can be found under CBR Funding Approvals on the Screen Canberra website.

How to apply

- Carefully review the guidelines to ensure eligibility.
- Contact Screen Canberra's Fund Manager, Sophie Harper, to discuss the application if necessary: sophie@screencanberra.com.au
- Complete and submit the online CBR Development Loan Application form via SmartyGrants, and supply supporting material (as outlined in the form).
- Applicants are also required to pay a non-refundable fee of \$100. You will be invoiced after submitting your application, ahead of assessment.

How will applications be assessed?

- Applications will be reviewed and assessed by independent screen professionals, primarily from outside the ACT, appointed by Screen Canberra and/or by Screen Canberra staff
- Decisions on funding, informed by these assessments, will be made by the Screen Canberra Assessment Committee, which is made up of a selection of Screen Canberra Board members, an ACT Government-appointed industry professional, and industry experts, as required
- Additional information may be requested from applicants during the assessment process and applicants may be asked to present to the Committee
- Screen Canberra's staff and Assessment Committee have the right to contact and discuss the project with any party associated with the application.

Assessment Times

Applications will be considered at Screen Canberra's quarterly Assessment Committee meeting with final decisions taken at Screen Canberra's quarterly Board meetings. Dates are published on the website. Applicants will be notified of the outcome as soon as possible after the meeting.

Contracting and Funding Disbursement

Successful applicants will enter into a funding agreement with Screen Canberra. Funds will be disbursed according to agreed milestones and the timing of other contributions. The final 10% will

typically be disbursed after the producer has delivered all the Screen Canberra deliverables. GST is not payable on the Development Loan.

General Conditions

Screen Canberra requires Loan recipients to accept the following terms:

- Chain of Title - provide documents that establish ownership or control of all necessary rights by the applicant to fully develop, produce and market the project.
- A 10% premium on the Loan amount (excluding administration fee) applies. Repayment of the Loan plus 10% is payable on first day of principal photography.
- Acknowledgement of support from Screen Canberra and the ACT Government with a credit on the project, on publicity materials and on any other documentation produced. The required credits for each project will be part of the funding agreement.
- Other funding terms will be set out in the relevant funding agreement issued by Screen Canberra.

In addition, Screen Canberra is entitled to:

- 1% copyright interest in the project until the Loan has been repaid
- the right of consultation over significant changes to the project such as those relating to the script, key personnel, finance plan, development budget, or the use of funds
- agreement from the Loan recipient on a method of reporting and provision of acquittal. The reporting requirements will form part of the funding contract
- agreement from the Loan recipient to participate in interviews or surveys related to the evaluation of the Fund
- the right to an audit of the project expenditure at the development stage. Note, this is a standard requirement unless otherwise stated in the project agreement, and
- timely delivery by the Producer to Screen Canberra of the items specified as Deliverables in the funding agreement.

What if Conditions of the Loan cannot be met?

If agreed conditions as per the funding agreement are not met, such as the production is ultimately moved out of the region, Screen Canberra reserves the right to apply a premium on top of loan of up to 25%.

Costs

An application fee of \$100 (non-refundable) applies to all applications. For funded projects an administration fee of 3% applies for local productions and of 5% for non-local productions. This fee is payable in advance (ie loaned but held back) from the first drawdown. GST is payable on both these fees.

Freedom of Information

As this Fund is from the ACT Government it may be subject to the Freedom of Information Act which provides a general right of access to records held by government. Applicants should be aware that information pertaining to the receipt of ACT Government financial assistance will be tabled in the ACT Legislative Assembly. This information may include the name of recipients and projects, the amount of the assistance, and a description of the funded activity. This could result in requests for more detail to be released publicly.

Confidentiality

The applicant and Screen Canberra must not divulge any confidential information (other than as published by Screen Canberra) relating to the application process to any third party (other than those of their respective employees or authorised agents) without prior written consent.

Guidelines Updates

This document will be updated from time to time so please ensure that you have the most up to date copy which is available from Screen Canberra's website.

Where can I find out more information?

Contact Screen Canberra's Fund Manager, Sophie Harper at sophie@screencanberra.com.au.