

# Industry Capacity Program Application Form

## Form Preview

### Application Summary

\* indicates a required field

### Completing your application

Before you start:

- Read the Program Guidelines and the [Screenwest Terms of Trade](#).
- Review this online application form for any supporting documentation needed.
- Industry standard document formats should be used.
- Reach out to the Screenwest Program Contact during business hours (9am - 5pm AWST Monday to Friday) for any questions.

### General Eligibility Requirements

**Does the applicant / applicant company meet the eligibility requirements set out in the Guidelines? \***

Yes  No

**Does the applicant / applicant company meet the minimum eligibility requirements and definitions of of a WA Resident set out in the Screenwest Terms of Trade? \***

Yes  No

**Does the applicant / applicant company hold the relevant insurance/s required to deliver the activities proposed? \***

Yes  No

**Does the applicant / applicant company have a commitment and the capability to operate in Western Australia for at least the next five years? \***

Yes  No

### Funding Summary

#### Activity Title

Industry Capacity Program (Construction, Lighting & Rigging Focus)

Must be no more than 250 characters.

#### Total Screenwest Funding Request \*

\$

Total amount requested in \$AUD and no more than \$1,000,000.

#### Proposed Activity Start Date \*

Must be a date.

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\*

Must be a date.

## Applicant Details

### Applicant Type \*

- Western Australian Resident applying in their own capacity with a registered Australian Business Number (ABN)
- Registered Western Australian Resident Company applying in its own capacity
- Non-Western Australian Company (Australian)
- Non-Western Australian Company (International)

Non-Western Australian applicants must have demonstratable plans to establish a Western Australian Resident Company as defined in the Screenwest Terms of Trade.

## Applicant Details

\* indicates a required field

## Applicant Contact Details

### Applicant Name \*

First Name

Last Name

All official correspondence will be directed here.

### Applicant Sole Trader or Company Name \*

If you trade under your own name, enter your full name here.

### Applicant ABN

The ABN provided will be used to look up the following information. Click Lookup above to check that you have entered the ABN correctly.

Information from the Australian Business Register	
ABN	
Entity name	
ABN status	
Entity type	
Goods & Services Tax (GST)	
DGR Endorsed	
ATO Charity Type	<a href="#">More information</a>
ACNC Registration	

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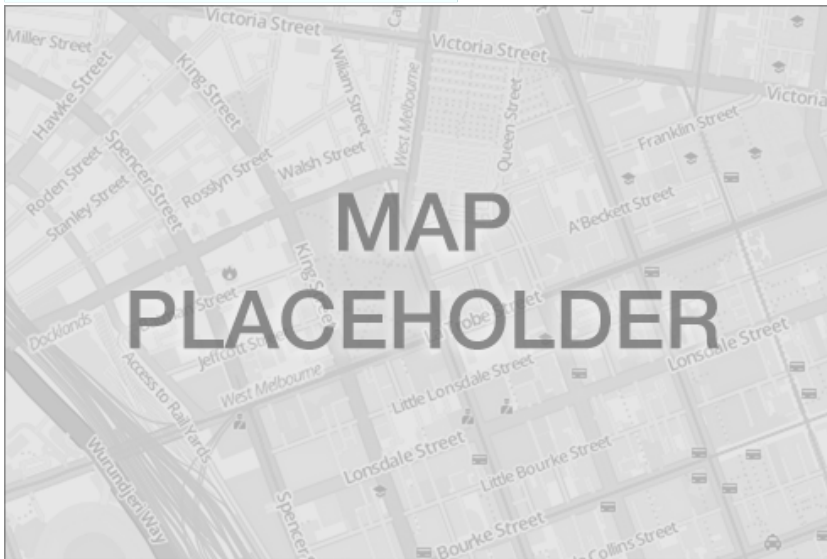
## Form Preview

Tax Concessions

Main business location

### Applicant Primary Address \*

Address

Address Line 1, Suburb/Town, State/Province, Postcode, and Country are required.

### Applicant Primary Phone Number \*

Must be an Australian phone number.

### Applicant Primary Email \*

Must be an email address.

### Company Director Registered Position \*

- Sole Director       Sole Director and Secretary       Director       Director and Secretary

### Company Director Name \*

Title      First Name      Last Name

### Second Company Director Name

Title      First Name      Last Name

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**Is there a co-applicant for this application? \***

Yes

No

## Co-Applicant Details

\* indicates a required field

### Co-Applicant \*

First Name

Last Name

### Co-Applicant Sole Trader or Company Name

If you trade under your own name, enter your full name here.

### Co-Applicant ABN

The ABN provided will be used to look up the following information. Click Lookup above to check that you have entered the ABN correctly.

Information from the Australian Business Register	
ABN	
Entity name	
ABN status	
Entity type	
Goods & Services Tax (GST)	
DGR Endorsed	
ATO Charity Type	<a href="#">More information</a>
ACNC Registration	
Tax Concessions	
Main business location	

Must be an ABN.

### Co-Applicant Primary Address

Address

### Co-Applicant Primary Phone Number

Must be an Australian phone number.

### Co-Applicant Primary Email

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Must be an email address.

## Working with Screenwest

\* indicates a required field

### Previous Applications

**Has this activity been submitted to Screenwest before? \***

Yes

No

Other:

**Was it successful? \***

Yes

No

Other:

**Provide a brief summary of previous funding received from Screenwest for this activity \***

### Other Funded Projects

**Does the applicant / applicant company have any other unacquitted Screenwest funding? \***

Yes

No

Only list current funding that has not yet been fully acquitted

**Project or Activity Title**

**Non acquitted funding Status**

Project or Activity Title	Non acquitted funding Status
<input type="text"/>	<input type="text"/>

### First Nations Representation

Screenwest supports the telling of First Nations Australian stories by First Nations Australian creatives and storytellers.

There must be strong First Nations Australian representation on all projects that tell First Nations Australian stories, through the involvement of First Nations Australian key creatives and thorough consultation, incubation and collaboration that is adequately budgeted for.

**First Nations Australian content can mean that your project or activity:**

- Is based on or tells First Nations Australian Stories
- Has First Nations Australian characters
- Features representations of First Nations Australian culture

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Refer to and follow the checklists from [Screen Australia's Pathways & Protocols: a filmmaker's guide to working with Indigenous people, culture and concepts.](#)

**Is this a Western Australian First Nations led screen activity? \***

- Yes  No

WA First Nations company or WA First Nations key creative/s are attached.

## Diverse Representation

Screenwest is committed to reflecting the broad diversity of Western Australia's community on and off screen, through content funded and practitioners supported. It is important that you / your team are authentically representative in your application.

**Is this activity led by creatives from historically underrepresented group/s? \***

- Yes  No

Company or team attached to the activity are from underrepresented groups.

## Legals & Rights

It is the applicant's responsibility to obtain and keep current, all necessary permissions, permits, insurances and Chain of Title documentation for the development, production and exploitation of the Activity. Screenwest reserves the right to sight and approve these at any time, upon written request. You will need to provide details clearly outlining any relevant documentation in place, including types of agreements, parties to that agreement and expiry dates.

**Do you have all of the relevant rights and insurances in place to undertake this activity? \***

- Yes  No

**If no, explain why the relevant rights and insurances aren't in place yet. \***

## Key Team & People

Complete the details below for all key people involved in the proposal. Use the "add more" button to add a new row.

Position	Name	State or Country (if not Australian)	Confirmed	Bio or CV	Evidence of confirmation

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### Application Materials & Budget

\* indicates a required field

#### Application Materials

Applicants must submit the following materials:

1.A Business Plan outlining:

a.The proposed idea/activity.b.The outcomes and benefits the idea/activity will provide to the Western Australian screen industry in the next 12-24 months and the longer term.c.The track record of the applicant and their ability to deliver on the proposal outcomes.d. A timeline for delivering the proposed idea/activity.

2. A budget outlining how Screenwest funds will be spent and any additional funding partners.

3.Itemised quotes for all expenditure items over AUD\$50,000.

4. ASIC current and historical company extract including Ultimate Beneficial Owners. The extract must be dated within one week of the application submission date.

5. Statement confirming the applicant's ability and commitment to operate in Western Australia for a minimum of five years.

6. A five-year financial forecast of income and expenses for the activity and detail of all supporting assumptions.

7. Where the applicant is not a Western Australian resident company, a detailed outline of how you plan to establish a Western Australian resident company and satisfy the company definition in the Screenwest Terms of Trade.

8. Letters confirming any other contributions/funding secured.

9. A letter from your accountant stating that you are able to contribute to the funds outlined.

10. Three years of financial statements (including balance sheet and profit and loss), tax returns, and assets and loans lists identifying all material assets held by the company and all loans.

11. Current Personal Property Securities Register (PPSR) Search for the company or business entity.

Application Material Name	Upload File
(e.g. Directors Statement, Writers Statement, Link to Teaser/Trailer/Sizzle etc)	
Business Plan	
Itemised Quotes for all expenditure over \$50,000	
ASIC current and historical company extract	
Statement of applicant ability and commitment to operate in WA (min 5 years)	
Five-year financial forecast	
Accountant Letter of ability to contribute funds outlined	

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Three years of financial statements	
Current PPSR Search	

**Is the applicant a Western Australian Resident or a Western Australian Resident Company? \***

- Yes  No

Where the applicant is not a Western Australian resident company, a detailed outline of how you plan to establish a Western Australian resident company and satisfy the company definition in the Screenwest Terms of Trade.

**Upload Non-WA Resident Company Outline \***

Attach a file:

### Budget & Other Funding

Screenwest may request further financial records or additional information at any stage of the assessment and contracting processes and beyond.

**Total Activity Budget \***

\$

Must be Australian Dollars (AUD)

**Total Western Australian expenditure \***

\$

Must be Australian Dollars (AUD)

List all contributions/funding in the table below.

- Must equal total budget amount
- Each funder must be shown on a separate line
- Attach relevant terms / evidence
- Amounts must be provided in Australian Dollars (AUD\$).

Other Contributions / Funding	Amount	Confirmed	Letter or terms confirming other funding
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

A Screenwest Budget Template can be found [here](#).

- List all funding contributions, including the names of each funding contributor and how all Screenwest funds will be allocated
- Each budget line item must be shown on a separate row, with each contributor to that budget line item shown in a separate column.
- Amounts must be provided in Australian Dollars (AUD\$).

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## Form Preview

### Attach Budget \*

Attach a file:

## Workforce Capacity Opportunities

\* indicates a required field

This data will be used by Screenwest for its reporting purposes.

- Complete for each category.
- Add the relevant number of opportunities per category.
- Use a '0' if the category is not applicable.

### WA Residents (Anticipated) \*

Total number of paid professional development opportunities for WA Residents.

### Regional WA Residents (Anticipated) \*

Total number of paid professional development opportunities for Regional WA Residents.

### First Nations WA Residents (Anticipated) \*

Total number of paid professional development opportunities for First Nations Residents.

### Historically Underrepresented Residents (Anticipated) \*

Total number of paid professional development opportunities for Historically Underrepresented Residents.

### Total number of opportunities being provided (Anticipated) \*

Total number of all paid professional development opportunities.

## Regional Activity

\* indicates a required field

### Intended Western Australian location/s \*

- |   |                                    |                                     |
|---|------------------------------------|-------------------------------------|
| <input type="checkbox"/> Perth Metro          | <input type="checkbox"/> Kimberley | <input type="checkbox"/> South West |
| <input type="checkbox"/> Gascoyne             | <input type="checkbox"/> Mid West  | <input type="checkbox"/> Wheatbelt  |
| <input type="checkbox"/> Goldfields-Esperance | <input type="checkbox"/> Peel      | <input type="checkbox"/> N/A        |
| <input type="checkbox"/> Great Southern       | <input type="checkbox"/> Pilbara   |                                     |

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Choose as many regional locations as applicable.

### Applicant Declaration

\* indicates a required field

In submitting this application, I, the applicant declare that:

- I have read and understood Screenwest's current program guidelines and Terms of Trade as relevant.
- I agree and understand I will be required to take out appropriate insurances for the activities proposed.
- I warrant and represent that I hold all relevant rights necessary to proceed with the proposal outlined in the application and that all material provided is true and accurate, to the best of my knowledge and belief.
- I will always act in good faith in all dealings with Screenwest.
- I am in good standing with all previous Screenwest funds and programs.
- I have the capacity, resources and rights to carry out the application as proposed.
- I am not currently engaged in any legal proceedings or dispute in relation to the project.
- I am not insolvent or a declared bankrupt\* or committed an act of bankruptcy.
  - *If I have previously been a declared bankrupt I will provide Screenwest with a copy of the bankruptcy discharge letter from the Australian Federal Security Authority (or other relevant administrative body).*
- I acknowledge that SmartyGrants will automatically forward me an application receipt to confirm that Screenwest has received the application.
- It is my responsibility to contact Screenwest if an application receipt has not been received within two working days, to ensure my application was received.
- I acknowledge that it is my sole responsibility to ensure all required application materials are current and attached prior to submitting my application and that Screenwest is not responsible for following up on missing materials.

\*

Yes