

### START YOUR APPLICATION

\* indicates a required field

#### Are you eligible to apply?

- I have been a Queensland resident for at least 6 months prior to application, OR I am an Australian resident working with someone in a key creative role (writer, director, producer) who lives and works in Queensland.
- I am not employed by a state or government screen agency.
- The project is not associated with a broadcaster, with which I am/may be employed.
- I do not have any projects in default with Screen Queensland.
- No key creatives attached to this project are in default with Screen Queensland.
- The project has not yet begun pre-production or principal photography.
- I have an Australian Business Number (ABN).
- This project has not been declined twice for Screen Queensland FINANCE funding.
- It is important that your team of key creatives authentically represent the story and characters in your application. If your story includes content or characters from an under-represented background, then at least one of the three key creative roles (writer, director, producer) must be held by a person who is representative of that diversity.
- **If this project is an Aboriginal or Torres Strait Islander story, some or all intellectual property must be owned by members of this community and at least two of the three key creative roles must be held by Aboriginal and Torres Strait Islander talent. If the producer role is not held by an Indigenous person then an early career Indigenous producer attachment must be brought onto the project.**
- I have read and agree to the [SQ Terms of Trade](#); [SQ QPE Definition](#); [SQ Strategic Plan 2019-2022](#); [Screen Diversity and Inclusion Network Charter](#); [SQ Aboriginal and Torres Strait Islander Strategy 2019-2022](#).

#### Eligibility \*

- I am eligible to apply for this application
- I am not eligible to apply for this application

If you are unsure, please contact Screen Queensland 07 3248 0500 / [content@screenqld.com.au](mailto:content@screenqld.com.au)

#### Provide further details, if necessary

#### The Everyone Project

If successful, I agree to register the production to [The Everyone Project](#) and, with appropriate consent, provide the names, roles and contact details of the production cast and crew so that they may be invited to participate in voluntary, de-identified demographic surveys.

\*

- I Agree To Participate

# FINANCE Application 2021/22

## Form Preview

**Are you happy for your project/s, proposal and/or team to be considered for other suitable opportunities beyond this application? \***

Yes

No

Individual or Organisation

**Are you applying as an individual or organisation? \***

Individual

Organisation

## APPLICANT DETAILS

\* indicates a required field

### INDIVIDUAL APPLICANTS

**Name \***

First Name

Last Name

**Business Name (if applicable)**

**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	

**Registered for GST? \***

Yes

No

**Primary Address \***

Address

# FINANCE Application 2021/22

## Form Preview

  

Suburb State Postcode

### Street Address

Address

  

Suburb State Postcode

### Contact Email \*

Must be an email address

### Contact Phone Number \*

## ORGANISATION APPLICANT

### Organisation Name \*

Full Legal Name

### 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	

# FINANCE Application 2021/22

## Form Preview

### Registered for GST? \*

Yes

No

### Upload your Certificate of Incorporation \*

Attach a file:

Only if the Applicant is a company.

### Postal Address \*

Address

Suburb State Postcode

### Office Address

Address

Suburb State Postcode

### Contact Person \*

First Name

Last Name

### Position \*

### Contact Email \*

### Phone Number \*

### List of Company Directors

### Legal Advisor

**Accountant**

**Federal electorate for applicant \***

**State electorate for applicant \***

**Local govt electoral zone for applicant \***

## PROJECT DETAILS

\* indicates a required field

**Project Title \***

**Please list any previous titles this project may have been known as**

**Project Logline \***

Please detail your project description (100 words maximum)

**Where did the project originate? \***

**Genre \***

**Project Type \***

**Release Type \***

- Theatrical
- Broadcast - Including Streaming

**Duration \***

For Duration:

- If series, indicate Length as **Episodes x Minutes Per Episode** (eg: "13 x 26 min")
- If one-off, indicate Length as **Total Minutes** (eg: "93 min")

## CREATIVE MATERIALS

Please upload creative materials relevant to your project

**Description (e.g. scripts, synopsis, detailed treatment, one pager)**

**Upload File Here**

Description (e.g. scripts, synopsis, detailed treatment, one pager)	Upload File Here

## PROJECT PLAN

Your **PROJECT PLAN** should include:

- your proposed schedule (be sure to clearly identify the number of days that will be spent in Queensland for each stage of pre, production and post)
- benefits to QLD including:
  - No. of QLD ATL and BTL crew to be employed and details of which roles they will occupy
  - No. of QLD cast to be employed
  - Details of the QLD facilities and services to be utilised throughout pre, production and post such as picture post, sound post, VFX
  - Impact on careers of Queensland practitioners and building Queensland companies

### **Upload the Director's Vision \***

Attach a file:

### **Upload your Benefits to Queensland Document \***

Attach a file:

### **Upload the Production Schedule \***

Attach a file:

Propose additional deliverables the production can offer to benefit the wider Queensland community/industry, including:

- 'In Conversation with'/Masterclass event with a key creative of the project
- Cast tourism opportunity at a key Queensland destination
- Video testimonials from key creatives
- An opportunity for members of the public to win non-speaking background roles as action extras for one day of filming or to 'win a day on set' experience

### Additional Benefits (see above):

## COMMERCIAL PLAN

A document outlining the release strategy and how you will maximise the commercial returns of the project (if applicable, including but not limited to exploitation of stage rights, publishing rights, merchandise, game extensions).

### Upload a Commercial Plan \*

Attach a file:

### Sales Estimates \*

Attach a file:

Upload ANZ and ROW where applicable. Multiple documents can be uploaded if required.

### If the project is a returned series, sequel or spin-off, please upload recoupment/return details from the original project(s)

Attach a file:

eg: Ratings, Collection Statements, or any other Follow-On Sales/Ancillary Rights. Multiple documents can be uploaded if required.

## AUDIENCE PLAN

A document detailing the target audience and the proposed pathway to reach that audience. Discuss this with your distributor/broadcaster if appropriate.

### Upload an Audience Plan \*

Attach a file:

## ABORIGINAL AND TORRES STRAIT ISLANDER COMMUNITY CONSULTATION AND/OR ENGAGEMENT PLAN

### Does your story contain Aboriginal or Torres Strait Islander story, content or characters? \*

- Yes  
 No

### If Yes, please upload your statement

Attach a file:

## DIVERSITY

**Does your story include content or characters from an under-represented background \***

Yes  No

If yes, please detail how your team of key creatives authentically represent the story and characters in your application. Please note, at least one of the key creative roles in your team (writer, director, producer) must be held by a person who is representative of the content and characters in your story.

Please upload your consultation and engagement plan here.

### Upload Your Document

Attach a file:

## Dates

Stage	Est. Total Days	Est. Total Days in Queensland	Start Date	End Date
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Stage	Est. Total Days	Est. Total Days in Queensland	Start Date	End Date
			Must be a date.	Must be a date.
Pre Production				
Principal Photography				
Post Production				

**Proposed Delivery Date**

Must be a date.

**Transmission/Release Date (If Known)**

Must be a date.

## TEAM

\* indicates a required field

## KEY CREATIVES / PERSONNEL

Upload the CVs and bios of the people who have agreed to be part of your project.

**If this is an Aboriginal and/or Torres Strait Islander project, from the 3 key creative roles (producer, writer, director), at least 2 separate roles must be Indigenous. If the Producer is non-Indigenous, there must be an early career Indigenous producer attached.**

Click the 'Add Row' button to add more fields.



# FINANCE Application 2021/22

## Form Preview

Position	Name	Qld Resident	CV	Bio	Do you identify with any diverse or under-represented groups in the Australian screen industry?
					<input type="checkbox"/> Female identity <input type="checkbox"/> Non-binary <input type="checkbox"/> Age (55+) <input type="checkbox"/> Aboriginal identity <input type="checkbox"/> Torres Strait Islander identity <input type="checkbox"/> Cultural and linguistic diversity <input type="checkbox"/> Person with a disability <input type="checkbox"/> LGBTQI+ <input type="checkbox"/> Regional or Remote Queensland (150KM+ from Brisbane or Gold Coast CBD) <input type="checkbox"/> Low Socio-economic status <input type="checkbox"/> Other:
					<input type="checkbox"/> Female identity <input type="checkbox"/> Non-binary <input type="checkbox"/> Age (55+) <input type="checkbox"/> Aboriginal identity <input type="checkbox"/> Torres Strait Islander identity <input type="checkbox"/> Cultural and linguistic diversity <input type="checkbox"/> Person with a disability <input type="checkbox"/> LGBTQI+

					<input type="checkbox"/> Regional or Remote Queensland (150KM+ from Brisbane or Gold Coast CBD) <input type="checkbox"/> Low Socio-economic status <input type="checkbox"/> Other:
					<input type="checkbox"/> Female identity <input type="checkbox"/> Non-binary <input type="checkbox"/> Age (55+) <input type="checkbox"/> Aboriginal identity <input type="checkbox"/> Torres Strait Islander identity <input type="checkbox"/> Cultural and linguistic diversity <input type="checkbox"/> Person with a disability <input type="checkbox"/> LGBTQI+ <input type="checkbox"/> Regional or Remote Queensland (150KM+ from Brisbane or Gold Coast CBD) <input type="checkbox"/> Low Socio-economic status <input type="checkbox"/> Other:

### Attachment Opportunities

The Production Company shall provide the required number of attachment opportunities for the project's Funding Request, as outlined below, to Bona Fide Queenslanders. Each attachment is to be a minimum period of five (5) weeks each. Attachments should be paid at least [MEAA Award Level 1](#) minimum rates for 50-hour weeks (at the Production Company's cost) in departments to be approved by Screen Queensland in skills shortage areas. The required number of attachment opportunities shall be:

- Projects applying for under \$200,000 must budget for at least 1 attachment
- Projects applying for between \$200,000 up to \$299,999 must budget for at least 2 attachments
- Projects applying for \$300,000 or more must budget for at least 3 attachments

# FINANCE Application 2021/22

## Form Preview

Where Screen Queensland is the principal state investor, applicants are also expected to utilise Queensland talent for attachments through [Screen Australia's Inclusive Attachment Scheme](#).

\*

I understand my obligations with regards to attachment opportunities.

**Screen Queensland will liaise with you to identify appropriate attachment opportunities. However, if there is a significant opportunity you would like to propose, please do so here:**

### CAST ATTACHMENTS

Please list any attached or contracted cast in your project.

Characters Name	Actor	Qld Resident	Evidence of Attachment / Deal

### BUDGET & FINANCING

\* indicates a required field

#### FINANCE PLAN

Please upload your Screen Australia Finance Plan as well as financing documentation to demonstrate the commitment of all contributors to the finance plan:

- For marketplace attachments, a Letter of Intent/Commitment
- For equity investments from a related party or an individual forms part of the Finance Plan, please upload a supporting letter from an accountant, confirming the financial capacity to invest

**Please attach Screen Australia template Finance Plan: \***

Attach a file:

**Please attach Recoupment Structure (if different to that detailed in Finance Plan):**

Attach a file:

# FINANCE Application 2021/22

## Form Preview

**Please upload a letter of intent from your Completion Guarantor or a statement as why you would like us to waive this requirement. \***

Attach a file:

**Please upload a letter of offer from your cashflow provider (if applicable):**

Attach a file:

If applying for an RFFF loan, please complete the RFFF section below.

### FINANCE PROVIDERS

Must equal total budget amount. Where a key creative is investing/re-investing part of their fee, supply a letter from an independent accountant confirming the financial capacity to invest the amount. Where a production company is investing in the project, supply a letter from an independent accountant confirming the financial capacity to invest the amount.

Click the **Add More** button to add more rows if required.

Contributor	Are they a related party?	If YES, Relationship Type	Amount	Finance Type	% of Budget	Financing Document (eg. Letter of Intent / Commitment)	Checklist
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			Must be a dollar amount.				At least 2 choices must be selected.
	<input type="radio"/> Yes <input type="radio"/> No		\$				<input type="checkbox"/> The document uploaded refers to the amount being financed <input type="checkbox"/> The document is still current
	<input type="radio"/> Yes <input type="radio"/> No		\$				<input type="checkbox"/> The document uploaded refers to the amount being financed <input type="checkbox"/> The document is still current

Your project must be completely financed, except for your Screen Queensland Ask and any Ask from another State or Federal agency, that is still pending.

# FINANCE Application 2021/22

## Form Preview

\*

All applicable finance documents have been uploaded to the Finance Providers table

### BUDGET

You can access the [Screen Australia A-Z Budget template here](#).

Please refer to the [MEAA rates](#) as a minimum.

#### How much can I apply for?

- Up to \$850,000 in the context of
  - Size of the audience
  - Overall budget
  - Spend in Queensland (as a guide your ask should be no more than 8% of state spend for a commercial project or 15% of state spend for a cultural or career-building project with substantial benefits – beyond the spend – to Queensland)
  - Other financing partners and their commitment
- SQ support through the Finance program is a recoupable investment
- Your budget must include line items for a COVID Safety Officer and COVID Contingency

**FUNDING REQUESTED \***

**Total Budget \***

Must be a dollar amount.

**Total QPE (Queensland Production Expenditure) \***

**Estimated Total Job Numbers \***

**Number of ATL Jobs for Queenslanders \***

(do not include cast)

**Number of BTL Jobs for Queenslanders \***

(do not include cast or extras)

**Number of Queensland Cast Excluding Extras**

Must be a number.

**Number of Queensland Extras**

Must be a number.

**Total number of Queensland Jobs \***

# FINANCE Application 2021/22

## Form Preview

**Funding Request as % of QPE**

This number/amount is calculated.

**Please provide your A-Z Production Budget, with QPE clearly identified \***

Attach a file:

### DEVELOPMENT FUNDING

Please detail any previous state agency funding (including Development/IDEAS funding from Screen Queensland) - and upload relevant contract(s).

Screen Agency	Funding Program	Amount Funded	Upload Contract
		Must be a dollar amount.	
		\$	
		\$	
		\$	

### PROVISIONAL CERTIFICATE

**Do you have a Provisional Certificate from Screen Australia? \***

Yes

No

**If yes, please upload Provisional Certificate here**

Attach a file:

**Have you applied for a Provisional Certificate from Screen Australia?**

Yes

No

**If yes, please provide the Provisional Certificate Application Number**

**And the Provisional Certificate Submission Date**

Must be a date

**If you have received a confirmation of submission from Screen Australia, please upload here**

Attach a file:

### REVOLVING FILM FINANCE FUND

# FINANCE Application 2021/22

## Form Preview

**All applications for RFFF are required to be completed on the standalone RFFF application form.**

**Are you applying for an RFFF Loan? \***

- Yes  No

**If you have your Screen Queensland allocated submission/application number, please specify it:**

### CO-PRODUCTIONS

**Is this an Official Co-production with an International partner? \***

- Yes  No

**Do you have Provisional Approval from Screen Australia for Official Co-production status?**

- Yes  No

**If yes, please upload here**

Attach a file:

**Have you applied for Provisional Approval from Screen Australia for Official Co-production status?**

- Yes  No

**If yes, please provide the Application Number**

**What is the Submission Date**

Must be a date

**If you have received a confirmation of submission from Screen Australia, please upload here**

Attach a file:

### COVID-19 STRATEGY

\* indicates a required field

# FINANCE Application 2021/22

## Form Preview

**Please upload the project's COVID Safe Work Plan: \***

Attach a file:

**Are you intending to apply for the Screen Australia Temporary Interruption Fund (TIF) or have you applied for TIF? \***

Yes

No

**Please outline the measures that you will take to mitigate COVID-19 risk to financiers, including, for example, additional allocation of contingency and measures in cast/crew/provider contracts to manage COVID-19 related production delays or hiatus, and plans to manage talent or crew that will need to cross borders to enter Queensland: \***

**Please outline any COVID-19 related conditions required by any other financiers where applicable:**

## LEGAL REQUIREMENTS, COPYRIGHT & CHAIN OF TITLE

\* indicates a required field

**Is this an original concept of the applicant? \***

Yes

No

**If this is not your original concept, please clearly detail Chain of Title:**

**If this project is an Aboriginal or Torres Strait Islander story, is some or all IP owned by members of the relevant community?**

Yes

No

N/A

If Yes, you must include documentation to demonstrate this below.

## CHAIN OF TITLE

**During the assessment process we will need to verify that you are the rights holder to this project and you will need to provide chain of title documentation and other agreements.**

**Please upload all Chain of Title documents you have below.**



# FINANCE Application 2021/22

## Form Preview

**Projects that are Aboriginal and Torres Strait Islander stories must demonstrate that some or all IP is owned by members of the relevant community.**

**NB: You can add additional rows to allow for further Chain of Title documentation to be uploaded.**

Type of Chain of Title	Please upload file here	Comments
Option Agreement / Deed of Assignment		
Licence Agreement		
Writer's Agreement		
Script Editor's Agreement		
Researcher's Agreement		
Development Investment Agreement		
Approval of Aboriginal and Torres Strait Islander owners of the story/evidence that IP is owned by the relevant community		

## DECLARATION

\* indicates a required field

### Applicant declaration

- The applicant declares they have read and understood Screen Queensland's funding guidelines and [Terms of Trade](#).
- The applicant agrees and understands that any funding is discretionary and any approvals are subject to funding being available.
- SQ's offers for support and any associated terms and conditions are non-negotiable.
- The applicant has the firm intention and is able to proceed with the proposed project and declares that the information provided, together with all attachments are, to the best of the applicant's knowledge and belief, after making all reasonable inquiries, true and correct.
- The applicant undertakes to promptly advise Screen Queensland of any significant changes to the proposed project, the information supplied or the materials submitted regarding the project.
- The applicant warrants that it owns or holds all relevant rights in the original works and or copyright materials necessary to proceed with the proposed project as envisaged by this application and will keep Screen Queensland indemnified against all actions, suits, proceedings, claims or demands made against Screen Queensland by reason of any breach of the above.
- It is agreed that Screen Queensland will not be liable for any action or claim based on any industrial or intellectual property of the applicant arising out, or in connection with Screen Queensland's receipt, custody or consideration of the applicant's submission.
- The applicant acknowledges and agrees that Screen Queensland may download, copy, store and use any material supplied or proffered by the applicant as part of this application and may provide access to such material to nominated third parties (as applicable).

# FINANCE Application 2021/22

## Form Preview

- The applicant acknowledges and agrees that typing their name on this form and submitting the form will constitute signature by electronic communication under the Electronic Transactions (Queensland) Act 2001.

### Disclosure of project information:

- You acknowledge and agree that Screen Queensland may publish for promotional purposes only, information about your project in Queensland Government media releases, on Screen Queensland's website or in Screen Queensland's e-newsletter. This information may include project name, genre and synopsis, names and past credits of individuals comprising the key creative team. It is your responsibility to update Screen Queensland if there has been any changes to the information submitted in your application form.

### Authorised Signatory

**Name \***

First Name

Last Name

**Position \***

**Submission Date \***