

General guidelines



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Cover image: The Kettering Incident, TKI Holdings Pty Ltd. Photograph by Ben King, 2016.

Screen Tasmania acknowledges the Australian Aboriginal and Torres Strait Islander peoples of this nation. We acknowledge the traditional custodians of the lands on which Screen Tasmania is located, the muwinina people, and the entirety of the Tasmanian Aboriginal community, and we humbly pay our respects to their Elders, past and present.

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General guidelines

These Guidelines apply to all Screen Tasmania funding programs and set out the funding programs' application and assessment processes, general eligibility criteria, and other relevant matters. You should be read them in conjunction with our [Terms of Trade](#) and the relevant [Program Guidelines](#).

1. What we fund

Screen Tasmania provides funding support for the development and production of interactive content and games, animation, television drama and comedy series, factual and documentary series and one-off documentaries, and feature films (for cinemas and other platforms). Screen Tasmania also provides industry and professional development support.

Our programs are approved under the *Cultural and Creative Industries Act 2017* (the Act).

Specific funding amounts and caps are outlined in the relevant Program Guidelines. All amounts and caps are subject to available funds.

2. What we do not fund

Screen Tasmania does not fund retrospectively and does not fund the following projects or associated activities:

- advertising or marketing campaigns, infomercials, sports broadcasts, current affairs, news and community television programs
- projects solely intended for corporate, curriculum-based educational, training or promotional purposes
- projects intended for non-commercial purposes (for example, community television), or productions which are not intended for national and/or international broadcast or distribution
- interstitials, although variations may be considered in regard to animation and non-traditional forms where a genuine market interest can be shown, or
- projects that are likely to be classified X18+ or RC (Refused Classification) as described in the guidelines for the Classification of Film and Computer Games available from the Classification Branch of the Commonwealth Department of Communications and the Arts www.classification.gov.au.

Screen Tasmania also does not fund the following activities or components of projects:

- activities associated with a course of study or which are predominantly funded by an educational institution, or
- websites unconnected with a production.

Screen Tasmania does not fund purchasing or costs for equipment or capital works, acquiring an option, or publication of film journals, books or magazines.

3. Application and assessment process

Screen Tasmania generally conducts four funding rounds each financial year. Details of funding program submission information and funding round dates can be found on the Screen Tasmania [website](#). Some initiatives, notably under Capitalise, Capacity and Emergence programs, may be offered outside of these rounds, where opportunities are identified outside ordinary funding rounds.

Assessment process

The *Cultural and Creative Industries Act 2017* (the Act) prescribes ‘peer assessment’ of applications for Tasmanian Government support from Screen Tasmania. A panel of industry experts, the [Screen Tasmania Expert Advisory Group](#), has been appointed under the Act to assist in this process. Depending on the program, and as approved by the Minister for the Arts, an application may or may not be considered by the Expert Advisory Group, and may be decided by the Minister or Departmental officers.

The Screen Tasmania Expert Advisory Group considers applications for the higher budget programs (Originate, Capitalise and Upload). Because of the relatively low value and fast turnover of applications, applications under the Capacity and Emergence programs are considered by the Executive Manager without reference to the Expert Advisory Group.

Reports for the Expert Advisory Group will be sought from external assessors under the Originate, Capitalise and Upload programs, and will be provided to you for comment as, while they inform the decision-making process, they do not determine the outcome.

The Expert Advisory Group assesses applications, taking into account external assessors’ reports and the advice of a Screen Tasmania project officer, and recommends whether the application should be approved by the decision-maker; either the Minister for the Arts (for Capitalise) or the Departmental Executive (for Originate and Upload).

Program	Recommendation from	Decision by
Capacity	Screen Tasmania program officer	Executive Manager, Screen Tasmania
Capitalise	Screen Tasmania Expert Advisory Group	Minister for the Arts
Emergence	Screen Tasmania program officer	Executive Manager, Screen Tasmania
Originate	Screen Tasmania Expert Advisory Group	Executive Manager, Screen Tasmania
Upload	Screen Tasmania Expert Advisory Group	Executive Manager, Screen Tasmania

Application process

You must read the relevant program guidelines available on the Screen Tasmania website and contact the relevant representative to discuss your application prior to submission.

Applications must be lodged electronically through Screen Tasmania's [online application portal](#). The portal will automatically acknowledge a completed and lodged application.

During the application, assessment and contracting process, we may contact you to seek further information regarding the application. We aim to work closely with you to ensure the best possible funding outcome for the application within the parameters of the particular funding program.

We reserve the right to contact and discuss an application with other parties associated with the application, including (but not limited to) broadcasters, Screen Australia, other state agencies, distributors and/or sales agents and any companies/organisations included in the applicant's finance plan.

If we feel that a project is not ready for consideration, we may advise you to withdraw the project and resubmit at a later stage. However, the final decision will rest with the applicant. Under no circumstances will we or the Expert Advisory Group publicly discuss the reasons an application was successful or not, except with you.

4. Eligibility

An applicant may be an individual or a company, depending on the program. Applicants must be independent: not a broadcaster, acting on behalf of a broadcaster or a government agency.

Applicants must have an Australian Business Number (ABN). In some rare cases, this requirement may be waived for applications for Attachments under Emergence, but only where the production company is hiring the attachee under a PAYE arrangement.

All applicants must satisfy all of the following.

- Not be in breach of any obligation under any agreement you have with us, unless an alternative arrangement is agreed with us prior to the application; this requirement also applies to all key principals included in the application.
- Always act in good faith in all your dealings with us.
- Have the capacity and resources to carry out the project that is the subject of the application.
- Have the right to carry out the project that is the subject of the application (including any relevant copyright and appropriate clearances from all significant participants). If the application is based on an underlying work, we will expect, at the least, that you have an appropriate option to the work.
- Have a meaningful creative involvement in the project that is the subject of the application.

Individual applicants must:

- be an Australian citizen or Australian resident, defined as a person who is domiciled in Australia, and who has actually been in Australia, continuously or intermittently, during more than one half of the year immediately preceding the application
- be of at least 18 years of age
- be a professional in the industry, or be able to show evidence of a commitment to a professional career in the screen industry, and
- not be a full-time student.

Company applicants must:

- be a company or association that is incorporated in Australia
- be carrying on business in Australia with your central management and control in Australia, and

- be represented by a professional in the industry, or be able to show evidence of a commitment to a professional career in the screen industry.

Projects that have been previously unsuccessful in securing Screen Tasmania funding will only be eligible to reapply if the project has changed significantly, or if Screen Tasmania specifically invites such an application. If resubmitting after an unsuccessful application you must clearly demonstrate how the project has changed.

Projects that have unsuccessfully applied twice will not be eligible to reapply.

Non-Tasmanian applicants

Non-Tasmanian applicants are eligible for Screen Tasmania’s Capitalise, Originate, Upload and Capacity programs. Eligibility requirements are as follows.

Program	Eligibility requirement
Capacity	There is no requirement for a genuine partnership with a Tasmanian resident production company or creative.
Capitalise	Where practicable, applicants are encouraged to form a genuine partnership with a resident Tasmanian production company. Projects with genuine partnerships will be favoured above projects that do not.
Originate	Applicants are required to be in a genuine partnership with a Tasmanian resident production company or key creative.
Upload	Applicants are required to be in a genuine partnership with a Tasmanian resident production company or key creative.

Ex-patriate Tasmanians

Expatriate Tasmanians are eligible to apply for Capitalise and Originate (without a partnership), but are ineligible to apply for all other programs.

A person who is not a Tasmanian resident, but who has previously lived in Tasmania for at least 10 years is an expatriate Tasmanian for these purposes.

5. Glossary

Terms used throughout Screen Tasmania Program documentation are defined as follows.

Digital media

Content that is created for platforms other than traditional media including computer games, mobile devices and the web.

- Interactive: non-linear projects, where the user has a direct and meaningful impact on the events on screen throughout the experience, beyond simply 'point and click to play'.
- Linear: narrative storytelling that is not interactive, but which may screen on any platform including broadcast television, online or mobile devices.

Emerging practitioner

A person with at least one, and not more than five, credits as a key creative or head of department for a screen project that has been shown at a recognised festival or been commercially distributed. For interactive projects, a person with at least one, and not more than five, credits as a developer, designer, artist, animator or programmer on any completed project.

Entry level practitioner

A person with no credits but who has demonstrated a commitment to a career in the screen industry.

Expatriate Tasmanian

A person whose principal place of residence is not in Tasmania, but can prove he or she previously has lived in Tasmania for at least 10 years.

Experienced practitioner

A person with at least one feature film or television broadcast credit or a track record that is appropriate to the type of project seeking funding. For interactive projects, at least one credit as a lead developer, designer, artist or programmer on a commercially released project.

Genuine partnership

A genuine and demonstrable creative and/or financial partnership between a Tasmanian resident or production/game development company and a non-Tasmanian applicant.

Key creative

A writer, director or producer in linear production, or a lead role in production, design, art or programming in interactive production.

Tasmanian resident

A person whose principal place of residence is in Tasmania at the date of application and has been so for the six consecutive months prior to submitting the application.

Tasmanian resident production company

An established Tasmanian resident production company must be registered under the *Corporations Act 2001* (Cwlth) and:

- have its principal place of business in Tasmania
- have at least 50% beneficial ownership by a Tasmanian resident(s)
- derive a significant proportion of income from original screen based content creation.



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