

**Screen Tasmania**  
**Draft program guidelines**  
**for comment**

**2. Capacity – Professional and industry  
development**

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# SCREEN TASMANIA

## Program guidelines

### 2. Capacity – Professional and business development

This program develops the professional skills and networks of Tasmanian screen practitioners, recognising that highly-skilled professionals are vital for the long-term growth of the screen industry in Tasmania.

#### 1. What is the program?

The Capacity program provides support for experienced practitioners to attend interstate and international markets and events, and also provides for both structured and ad-hoc inbound training, business travel and limited support of events with significant professional development opportunities.

There are four streams:

- A. Hosting professional development seminars and events
- B. Interstate or international travel for business meetings or events
- C. Travel to conferences or events
- D. Interstate industry short course fees

Screen Tasmania reserves the right to vary these Guidelines as necessary. In exceptional circumstances, Screen Tasmania also reserves the right to set aside some requirements.

#### 2. What is funded?

You may apply for funds to hold or attend the following screen-based activities or events:

- Hosting seminars, professional development courses/workshops and similar training programs in accordance with the [Screen Industry Workforce Development Plan](#)
- Travel to attend business related interstate and international market events, market meetings or festivals and award ceremonies with a significant market component
- Attendance at established Australian screen industry conferences, events, workshops and matched funding initiatives when we open applications for support, or
- Attendance at interstate industry short courses.

Screen Tasmania will not fund:

- Private events, or
- Non-screen related events.

#### 3. Eligibility

You must meet the general eligibility criteria detailed in the [General Guidelines](#). You can only apply for travel grants if you are a Tasmanian resident.

**Eligible applicants** may apply for the following streams:

- Sole traders (with ABNs): *B. Interstate or international travel for business meetings or events and C. Travel to conferences or events*
- Emerging practitioners (with ABNs): *B. Interstate or international travel for business meetings or events and C. Travel to conferences or events and D. Interstate industry short course fees*
- Companies: *A. Hosting professional development seminars and events and B. Interstate or international travel for business meetings or events and C. Travel to conferences or events*
- Incorporated organisations: *A. Hosting professional development seminars and events*

Screen Tasmania will also organise and host events using this program to address skills gaps and other needs, such as those identified in the Screen Industry Workforce Development Plan. Such events may also include matched-funding professional development initiatives with training or broadcast partners.

#### **4. Capacity Program Streams**

##### **A. Hosting professional development seminars and events**

Funding contributions are available to eligible applicants (see Section 3) for staging a professional development event, but such funding is limited to venue hire, equipment hire and speaker's fees/travel.

We will not fund operational expenditure, wages or promotion and marketing costs.

- For small companies or incorporated associations, this is capped at \$2 500 per event or \$5 000 per organisation for a series of events in a financial year.
- For larger organisations with a proven track record, there is no yearly cap. The level of funding available for proposals is limited by availability of program funds.

Preference will be given to proposals which are not already supported by Business Units of the Department of State Growth.

##### **Additional eligibility criteria:**

In addition to the eligibility criteria in Section 3 of this document, larger organisations and proposals supported by other Business Units of the Department of State Growth must:

- Demonstrate a high degree of alignment with the [Screen Tasmania Strategic](#) and [Screen Industry Workforce Development](#) plans, and
- Demonstrate a very high degree of value to the screen industry (including games development).

##### **Assessment criteria**

Funding of professional development proposals will be assessed on a case by case basis. All proposals will be assessed according to the following criteria:

- The extent to which the expenditure will increase the skills and knowledge of attendees
- Demonstrated proven ability to deliver the event
- A clear market analysis to demonstrate the need for the event and a viable marketing strategy, taking into account industry needs identified in the [Screen Industry Workforce Development Plan](#)
- A detailed and viable financial plan. *Note: hosts may charge fees for people attending their events*

- The relevance of the project to Tasmanian stories or how the project promotes opportunities for Tasmanian communities' cultural engagement or interaction

## **B. Interstate or international travel for business meetings or events**

Funding is available to eligible applicants (see Section 3) for up to 50% of:

- Airfares
- Accommodation
- Entry fees
- Per diems up to a maximum of \$60 per day for interstate travel, and \$100 per day when travelling internationally. Receipts proving travel and attendance will be required at the time of acquittal.

An overall cap of \$6000 for international and \$2000 for domestic travel per person or organisation per financial year is available for business travel.

### **Eligibility criteria**

In addition to the eligibility criteria in Section 3 of this document, **applicants** must:

- have been officially invited to a reputable international festival or conference **or**
- have more than two confirmed marketplace meetings which are likely to result in a sales of productions or services, or production deals.

If you are in receipt of Project Development, and that support includes travel costs, you cannot apply for Business Travel for that same trip. The project, however, may be included in subsequent Business Travel applications.

### **Assessment criteria**

Applications are assessed on:

- The extent to which funding will increase the skills and knowledge of the applicant
- The applicant's plan to maximise networking opportunities as a result of attendance, and
- The extent to which production, finance or sales are likely to eventuate as a result of attendance.

## **C. Travel to conferences or events**

Funding is offered to eligible applicants (see Section 3) as a set amount based on approximately 50% of early bird fees, airfares, accommodation and food (Screen Tasmania per diem estimate).

### **Assessment criteria**

Applications are assessed on:

- The extent to which funding will increase the skills and knowledge of the applicant
- The applicant's plan to maximise networking opportunities as a result of attendance, and
- The extent to which production, finance or sales are likely to eventuate as a result of attendance.

## **D. Interstate industry short course fees**

Funding is available to eligible applicants (see Section 3):

- Funding is limited to 50% of the course fee
- Support is limited to one successful application per financial year, and
- Support will not be available if similar course content has been offered in Tasmania within the previous six months.

### Assessment criteria

Applications will be assessed:

- Evidence that the course will assist the career development of the applicant, particularly in relation to the applicant's track record
- The extent to which the completion of the course will assist the applicant to get a job or attachment, and
- Any other plans the applicant has to fully utilise their time interstate to further their careers.

### 5. When can I apply?

For hosting professional development seminars and other events in Tasmania, you can apply at any time but at least 6 weeks prior to the event.

For business travel and attendance at short courses, you can apply at any time, but at least 3 weeks before travel.

Screen Tasmania will offer specific funding rounds for attendance at particular conferences or events at our discretion. In many cases, Screen Tasmania will negotiate discounted registrations at supported conferences and event. Please check with Screen Tasmania before registering.

Before applying for **Capacity** support, you must contact Screen Tasmania.

### 6. How do I apply?

These guidelines should be read in conjunction with Screen Tasmania's [Terms of Trade](#) and [General Guidelines](#).

You must speak to Screen Tasmania's Industry Development Manager before submitting an application. Please call Screen Tasmania on 6165 5070.

Applications must be lodged through the [Applications Portal](#).