



Australian Government



GUIDELINES

DOCUMENTARY

PROGRAMS

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These guidelines were developed taking into account industry submissions to Screen Australia’s review of documentary funding initiated in February 2014.

The resultant suite of programs aims to respond to industry’s desire for both certainty and flexibility.

On the one hand, the broadcasters are seen to be able to offer certainty for a number of projects if provided with a notional allocation of Screen Australia funds to work within. On the other hand, many producers are seeing opportunities to:

- attract broadcasters without the constraint of fixed presales,
- develop new funding models,
- reach both TV and other audiences, and
- drive deals with the benefit of Screen Australia funding and the Offset (or PEP) as the cornerstone of their finance plans.

[Find out more about the consultation process.](#)

GUIDELINES:

DOCUMENTARY PROGRAMS

Screen Australia's direct funding for documentary aims to support:

- **Quality** – premium Australian content that resonates with contemporary audiences in a global marketplace
- **Cultural value** – screen stories that shape our cultural imagination, contribute to our national belonging, and create an enduring legacy for all Australians now and into the future
- **Innovation** – risk-taking and creativity that grows and evolves content across different forms and business models
- **Diversity** – Australian content across a variety of subjects, styles and approaches, reflecting a range of viewpoints.

Screen Australia anticipates allocating direct funding of approximately \$18 million for documentary in 2014/15, down from \$19.1 million in 2013/14.

Three programs supporting documentary production are offered:

- **Producer program:** Supports singles and series for distribution across broadcast, festival, theatrical, digital, i-doc and transmedia platforms. Minimum budget of \$120,000 per hour. Maximum Screen Australia contribution of \$750,000. Finance does not have to be confirmed at application (Screen Australia is 'first in').
Notional allocation: \$5–6 million (with a minimum of 20 per cent reserved for projects with international finance)
- **Broadcast program:** Supports singles and series intended specifically for broadcast television release. Minimum budget of \$250,000 per hour. Maximum Screen Australia contribution of \$1 million. Minimum licence fees apply. Broadcaster contribution and any other finance must be in place at application (Screen Australia is 'last in').
Notional allocation: \$9–10 million (45 per cent for projects to be broadcast on the ABC, 40 per cent for SBS projects and 15 per cent for other platforms)
- **Producer Equity program (PEP):** Provides a direct payment of funds to producers of eligible low-budget Australian documentaries, equal to 20 per cent of the approved budget. Projects are not assessed beyond establishing eligibility. Available in conjunction with any other Screen Australia documentary production funding.
No specific allocation, but has averaged around \$2 million annually

To help 'grow the pie' with **international sources of finance**, a minimum of 20 per cent of funding through the Producer program will be allocated to projects with international finance, and the Broadcast program will incentivise international projects through a lower required domestic licence fee.

Funding for **documentary development** and discretionary **sector building initiatives** is also available, with a notional allocation of around \$1 million for 2014/15.

Other sources of finance are encouraged, and the assessment process will take into account the level of Screen Australia funding requested as a proportion of

overall budget. In this way Screen Australia hopes to be able to continue its support for a large, diverse and high-quality slate of documentary projects.

Investment and slate management principles

In an environment where the Producer Offset provides the primary means of government support for projects with commercial potential, Screen Australia's investment and slate management principles are governed by its enabling legislation, the *Screen Australia Act 2008*, to:

ensure the development of a diverse range of Australian programs that deal with matters of national interest or importance to Australians, or that illustrate or interpret aspects of Australia or the life and activities of Australian people.

Further, where projects seeking Screen Australia support are intended for television broadcast, Screen Australia needs to work closely with both broadcasters and producers in order for its limited funds to have maximum impact.

Screen Australia thus proposes to manage its broadcast documentary slate in collaboration with producers and broadcasters, according to the following principles:

- Consultation with producers and broadcasters about the year's slate and upcoming priorities
- Recognition of broadcaster expertise in connecting with audiences as part of the broadcaster's commissioning process
- Reserving the right to make investment decisions based on published assessment criteria (see pages 5 and 11) that reflect the requirements of the *Screen Australia Act*, and the over-arching aims of its documentary funding programs (see page 2).

Screen Australia first published these slate management principles in the 2009 guidelines. They are an important way of acknowledging the broadcaster's role in connecting with audiences as well as clarifying Screen Australia's position as an investor with public accountability for its funding decisions.

The aim is to balance the broadcaster's commissioning expertise, Screen Australia's accountability for its funds, and the producer's ultimate responsibility for the project.

See also Broadcast program Funding Decisions page 11.

Documentary production: Producer program

The intention of the Producer program is to provide producers with the flexibility to drive projects both creatively and commercially, with Screen Australia funding as the foundation for growing and securing deals.

The program is designed to support innovative documentaries with a strong creative vision in the context of today's evolving media and distribution landscape and the commercial realities of increasingly fragmented sources of finance.

It supports singles and series intended for broadcast, festival, theatrical, digital and transmedia audiences. Minimum budget is \$120,000 per hour (or \$120,000 in total for non-linear projects).

Screen Australia aims to fund 25–35 hours of content a year through this program.

Marketplace commitment is not required at application but projects will need to demonstrate a highly developed understanding of how they will reach and engage their target market and audience. See 'Pathways to audience', page 8.

Funding available

Any amount up to \$750,000 may be requested. (For projects eligible for the Producer Equity program, the PEP payment will automatically form part of the Screen Australia contribution.)

There are no limits on the proportion of the budget Screen Australia can contribute under this program. However, other sources of finance are encouraged, and the assessment process will take into account the level of Screen Australia funding requested as a proportion of overall budget. Contributions might come from marketplace entities, as well as from state agencies, other government organisations, cultural institutions, international sources, private investors or other partners.

The program is open to applications for post-production as well as production. Screen Australia may decide to provide funding different from that applied for, based on its assessment of the project.

A minimum of 20 per cent of program funds will be reserved for projects with international finance. (There is no requirement for a minimum level of international finance for a project to request funds from the international reserve.)

Eligibility

In order to be competitively assessed for funding through this program, applicants and projects must meet the general eligibility requirements under Screen Australia's Terms of Trade.

In addition, the **project that is the subject of the application** must:

- be a documentary (see definition page 17)
- be intended for public release

- have a total budget of at least \$120,000 per hour (or \$120,000 in total for non-linear projects)
- not be
 - primarily a game
 - an extension to a film or TV program, or
 - content made for primarily for educational or training purposes.

Both one-off documentaries and series are eligible. However, more than 15 broadcast hours of any one project, which may include multiple series, will not be eligible for funding unless exceptional circumstances can be demonstrated.

Foreign formats are eligible, although the assessment criteria take originality of format into account.

The **creative team** responsible for the project must:

- include one key principal who has at least two 'eligible credits' in their respective role (this may be the producer or director, or equivalent role relevant to the type of project).

For linear documentaries, and linear projects with multiplatform elements, an 'eligible credit' is a linear documentary, , is half hour or longer in duration, and has:

- been broadcast by a recognised broadcaster or channel; or
- had a commercial theatrical release; or
- been invited to screen at IDFA, Hot Docs or equivalent.

For interactive documentaries, an 'eligible credit' must be an equivalent project which has been publicly released.

Note that corporate, education, training or community access programs are not acceptable credits for eligibility purposes.

Less experienced practitioners may be part of the team, as long as at least one key principal is eligible as above. The intention is not to exclude new talent, but encourage them to team up with more experienced practitioners.

Broadcaster involvement: Screen Australia will not finance a production where the project has been developed by a broadcaster and sub-contracted at a later stage to a producer, except where chain of title resides with the producer. In addition, Screen Australia expects that key creatives (producer, writer, director, director of photography, editor) are not sourced from the staff of a free-to-air or pay television broadcaster or channel.

Application and assessment process

Applications will be considered by Screen Australia executives in conjunction with industry specialists as required (documentary specialists are listed on the [Screen Australia website](#)).

The assessment process is in two stages.

STAGE 1 – EXPRESSION OF INTEREST

Application materials:

You must apply using the expression of interest application form on the Screen Australia website, providing the following materials:

- a three- to five-page proposal including:
 - an outline or treatment of the proposed documentary project making clear reference to structure, characters, and stylistic and visual approach (a good reference guide for what is a synopsis/outline can be found on the Screen Australia website)
 - the key principals' vision for the project and how they plan to get it made and seen
- 200-word bios and CVs for the creative team – the producer, writer and director, or equivalent key roles relevant to the project, and any other confirmed key personnel (DOP, editor, etc)
- sample footage or sizzle reel (five minutes maximum) if available.
- (optional) a simple talk-to-camera 'video pitch' of no more than two minutes, where key principals present their vision for the project.

Shortlisting:

Eligible expression of interest applications will be considered for shortlisting against the following criteria:

- Track record and capacity of the creative team
- Creative strength of the project, including:
 - the concept/idea: its distinctiveness, clarity of objectives,
 - the proposed realisation: level of boldness or innovation
 - cultural impact: its potential to create an impact beyond the first viewing, ie to inspire debate, insight or reflection, and/or create an enduring legacy for future generations.

STAGE 2

Application materials:

If your project is shortlisted, you will be invited to submit further materials, which you must provide within two weeks. (Note that the project must be fully budgeted and production-ready, with a plan for how finance can be raised, but finance does not all have to be in place.)

- a project proposal and/or scripts that demonstrate the project is production ready
- a marketing and release plan (at least one page), including, as relevant, broadcast, film festival pathway, theatrical release and/or innovative distribution strategy (see *Pathways to audience*, page 8)
- a production schedule and methodology, including appropriate milestones
- a detailed budget and budget summary using the standard A-Z Budget format, available from the Screen Australia website (www.screenaustralia.gov.au/azbudget). Fees should comply with industry standards. They will be considered in the context of the budget and track record of the personnel.
- a draft finance plan in the standard format available from the Screen Australia website, indicating which sources are confirmed.
- a one-page narrative that explains how you intend to secure the finance

- evidence of any confirmed sources of finance or marketplace commitment
- visual material, such as rushes or a rough cut of the film, where available
- where there is Indigenous community participation or content involved in the project:
 - a statement setting out how you are approaching the Indigenous content or participation with regard to appropriate protocols, even if the content is not specific to a particular community or individual. You must demonstrate that you have a consultation plan covering the full production process and are following it. The statement should be based on the checklists available in Screen Australia's guide [Pathways & Protocols: a filmmaker's guide to working with Indigenous people, culture and concepts](#)
 - evidence of consultation to date
 - if the project will involve particular Indigenous individuals or communities, signed letters of consent confirming their willingness to participate.

Please note materials, including all AV materials, will not be returned, so applicants must ensure they keep copies of everything.

Funding decisions:

Shortlisted applications will be considered against the following criteria, taking into account the additional Stage 2 supporting materials:

- Creative strength of the project, including
 - the concept/idea: its distinctiveness, originality of format, clarity of objectives,
 - the proposed realisation: depth of research, boldness of approach or level of innovation,
 - quality of submitted production materials (script, treatment, footage, EPOC, etc as relevant)
- The project's relevance and resonance to audiences, including such factors as:
 - cultural significance for Australians
 - potential to create an impact beyond its first viewing – ie, to inspire debate, insight or reflection and/or create an enduring legacy for future generations
 - ability to engage, challenge, entertain, inform and/or enlighten
- Viability of the project, including:
 - understanding of audience, release plan and demonstrated pathway to viewers,
 - viability of the budget
 - strength of the finance plan, including the amount requested from Screen Australia as a proportion of the total budget, and the international component where relevant
 - revenue potential
- Track record and capacity of the creative team.

Other factors, including availability of funds, ,diversity of slate and the gender and cultural diversity of the team may also influence Screen Australia's funding decisions.

Decisions on applications are final. Screen Australia will advise applicants in writing of the outcome of their application. Where an application is declined, the applicant will be advised of the reason.

Pathways to audience

Projects must be able to demonstrate a clear pathway to audience as part of their Stage 2 application. There should always be a credible pathway to Australian audiences, even for international projects.

For content with traditional marketplace attachments such as broadcast presales, festival investment or distributor guarantees, relevant agreements or letters of interest should be provided.

For non-traditional attachments, a described pathway to audience could involve

- demonstrated community of interest in topic
- marketing plans
- existing database and promotional channels
- existing and potential partnerships with organisations tied to significant communities of interest
- analytics of audience engagement in existing program related content and platforms (eg websites, social media channels and trailers).

For example, a VOD release on an obscure website would not be sufficient by itself. You would need to support this with proof of an established community of interest or audience being driven to the website by a marketing campaign.

Applicants proposing alternative pathways should submit copies of any marketing plans as well as provide detail on relevant mailing lists, audience analytics and/or existing partnerships with organisations.

Terms of funding

Screen Australia will provide a letter of interest to successful applicants, to allow producers to complete the project's finance plan. This letter will set out the amount of Screen Australia's contribution, which will not be varied other than in exceptional circumstances. The producer needs to secure the total finance plan or have a revised finance plan and budget approved by Screen Australia within an agreed period, generally four months from date of issue of the letter of approval. Where relevant, Provisional Producer Offset certification will also need to be obtained before funds can be released.

Where Screen Australia's total contribution (including any development funds) is **\$500,000 or under**, funding will be in the form of a grant:

- Screen Australia does not take a share of receipts from projects funded under a grant, which means the funds do not have to be repaid other than in circumstances set out in the Terms of Trade.
- The amount of the Screen Australia grant will be agreed upfront and not varied, other than in exceptional circumstances.
- Screen Australia does not require a share of copyright in productions that it funds under a grant.

Where Screen Australia's total contribution (including any development funds) is **more than \$500,000**, funding will be in the form of recoupable equity investment, with copyright and recoupment terms in accordance with the agency's Terms of Trade.

Note that Screen Australia will not be able to give unlimited extensions to producers to secure their finance and it's expected that some approval letters will lapse.

Documentary production: Broadcast program

The Broadcast program is designed to support the production of a diverse range of quality projects for television broadcast that offer a compelling vision and have clear enduring cultural value beyond their initial broadcast.

The program targets projects at least commercial half-hour in duration, with a minimum budget of \$250,000 per hour, and a confirmed attachment from a local broadcaster.

Screen Australia aims to fund 30–40 hours of content a year through this program.

Post-production funding: Applications for matched post-production funding will be considered up to a maximum of \$100,000, provided that the project has a post-production presale to a domestic broadcaster with a licence fee of at least \$50,000 per broadcast hour.

Funding available

Program funds will be allocated across broadcasters, with an indicative 45 per cent available to projects made for the ABC, 40 per cent for SBS, and 15 per cent for commercial broadcasters and subscription television channels. (Note that any projects with broadcaster attachments funded through the Producer Program will not affect the allocation available in the Broadcast program.)

Any amount up to \$1 million may be requested per project. However, the amount of direct Screen Australia support is limited so that total Federal Government funds, including the Producer Offset or Producer Equity payment where relevant, do not account for more than 75 per cent of the project's total budget.

Co-funding with state agencies, other government organisations, cultural institutions, private investors or other partners is encouraged, and the assessment process will take into account the level of Screen Australia funding requested as a proportion of overall budget.

Eligibility

Applicants and projects must meet the general eligibility requirements under Screen Australia's Terms of Trade.

In addition, the project that is the subject of the application must:

- be a documentary (see definition page 17), comprising a single episode at least a commercial half hour in duration, or a series of any number of episodes at least a commercial half hour in total duration
- have an approved budget/finance plan of at least \$250,000 per hour
- be intended for distribution via Australian free-to-air or subscription television, with the required broadcast presale confirmed (see below).

Both one-off documentaries and series are eligible. However, more than 15 broadcast hours of any one project, which may include multiple series, will not be eligible for funding unless exceptional circumstances can be demonstrated.

Foreign formats are eligible.

Broadcast presale requirements

A local presale for Australian free-to-air or subscription television rights is required, with a minimum licence fee as follows:

- \$180,000 per hour, where Screen Australia funding is more than \$500,000
- \$150,000 per hour, where Screen Australia funding is \$500,000 or less
- \$100,000 per hour, where at least 10 per cent of the budget comprises:
 - advances from sales agents for the international market, and/or
 - international territory presalesirrespective of the level of the Screen Australia funding.

The required local presale must not include:

- any equity component for the broadcaster
- broadcast rights for New Zealand or another Rest of World territory
- subscription television or exclusive satellite rights (if the presale is to be free-to-air broadcast), or free-to-air rights (if the presale is to subscription television).

Broadcaster involvement: Screen Australia will not finance a production where the project has been developed by a broadcaster and sub-contracted at a later stage to a producer, except where chain of title resides with the producer. In addition, Screen Australia expects that key creatives (producer, writer, director, director of photography, editor) are not sourced from the staff of a free-to-air or pay television broadcaster or channel.

Application process and materials

You must apply using the online application portal available on the Screen Australia website, providing all the materials set out on that form.

Applications that fall under the ABC or SBS allocation under the Broadcast program can be submitted at any time. All documentation should be in place at the time of submission, including all signed licences and agreements (in short form at least). For projects that have also applied for state agency funding, the state agency decision must be made within 4 weeks of the date your application is submitted to Screen Australia to be seen as eligible for assessment. Turnaround time for application decisions is approximately 8 weeks.

Given the pressure on the allocation for commercial broadcasters and subscription television channels (other than the ABC and SBS) applications will need to be submitted as per the published batch deadlines. Applicants should refer to the website for these dates. All requirements stipulated above must still be in place.

Pathways to audience

For this program, projects must have commitment from a local broadcaster in place, and a copy of the relevant agreement must be included in the application.

However, enhancing audience reach through new pathways is also encouraged.

This could involve:

- demonstrated community of interest in topic
- access to an existing database and promotional channels
- existing and potential partnerships with organisations tied to significant communities of interest
- analytics of audience engagement in existing related content and platforms (eg websites, social media channels and trailers).

Marketing plans can demonstrate how these new pathways will enhance the project's audience – and ongoing revenue potential where relevant – by providing detail on relevant mailing lists, audience analytics, and/or any existing partnerships with relevant similar interest organisations.

Funding decisions

As a ‘last in’ investor to a television documentary project, Screen Australia acknowledges that other parties, including the broadcaster, have already committed funds to the project. However, Screen Australia’s resources are limited, and not all projects can be supported.

In line with its investment and slate management principles (see page 3), Screen Australia reserves the right to provide less funding than the amount requested, or to decline funding altogether, based on the following criteria:

- The relevance of the project to Screen Australia’s objectives, which are to support:
 - *Quality* – premium Australian content that resonates with contemporary audiences in a global marketplace
 - *Cultural value* – screen stories that shape our cultural imagination, contribute to our national belonging, and create an enduring legacy for all Australians now and into the future
 - *Innovation* – risk-taking and creativity that grows and evolves content across different forms and business models.
- The appropriateness of the amount requested from Screen Australia, taking into account:
 - the size and viability of the project’s budget
 - the contributions and investment positions of other parties, including the producer, and international finance where relevant
 - the Screen Australia funds available .
- The track record and capacity of the creative team.

Diversity of the slate as well as the gender and cultural diversity of the team will also be taken into account, reflecting Screen Australia’s aim to support Australian content across a variety of subjects, styles and approaches, reflecting a range of viewpoints.

Applications will be considered by Screen Australia executives, and decisions are final. Screen Australia will advise applicants in writing of the outcome of their application. Where an application is declined, the applicant will be advised of the reason.

Terms of funding

Where Screen Australia’s total contribution (including any development funds) is **\$500,000 or under**, funding will be in the form of a grant:

- Screen Australia does not take a share of receipts from projects funded under a grant, which means the funds do not have to be repaid other than in circumstances set out in the Terms of Trade.
- The amount of the Screen Australia grant will be agreed upfront and not varied, other than in exceptional circumstances.
- Screen Australia does not require a share of copyright in productions that it funds under a grant.

Where Screen Australia’s total contribution (including any development funds) is **more than \$500,000**, funding will be in the form of recoupable equity investment, with copyright and recoupment terms in accordance with the agency’s Terms of Trade.

Documentary Development

Screen Australia’s Documentary Development program assists experienced documentary makers to achieve planned outcomes for the development of their projects.

This could include further research, writing the next draft of a script or treatment, strategic shooting and/or editing to attract marketplace development or production finance, or compiling a sizzle reel.

The program is primarily focused on providing development support to one-off projects.

Interactive or web-based projects: Producers of interactive or web-based projects must discuss their project with an Investment/Development Manager to explore what development may be possible, before applying for development funding.

Time-critical funding – by invitation only

Producers must consult with an Investment/Development Manager about applying for time-critical funding (including funding for time-critical shooting) and applications outside of the scheduled rounds can only be made by invitation.

A comprehensive rationale will be required, setting out:

- what the funding is to be used for,
- why the expenditure is vital to the realisation of the film, and
- why the timing is critical.

Strong marketplace, including broadcast, interest must be demonstrated.

Unsolicited applications will not be accepted for consideration outside a development funding round.

Funding available

Applicants may apply for any amount up to \$30,000.

Eligibility

Applicants must meet the general eligibility requirements set out in Screen Australia’s Terms of Trade. In addition:

- Sole applicants must have at least three ‘eligible credits’ in the role of producer or director.
- In the case of teams, one of the key principals must have at least three ‘eligible credits’ in their respective role (this may be the producer or director, or equivalent role relevant to the type of project).

For linear documentaries, and linear projects with multiplatform elements, the three ‘eligible credits’ must include at least two eligible linear documentaries.

For interactive documentaries, the three ‘eligible credits’ must include at least one eligible interactive project equivalent to the one for which funding is sought.

An 'eligible credit' under this program must be either

- a linear documentary, , is half hour or longer in duration, and has:
 - been broadcast by a recognised broadcaster or channel; or
 - had a commercial theatrical release; or
 - been invited to screen at IDFA, Hot Docs or equivalent.

or

- an interactive project which has been publicly released.

Note that corporate, education, training or community access programs are not acceptable credits for eligibility purposes.

Less experienced practitioners may be part of the team, as long as at least one key principal is eligible as above. The intention is not to exclude new talent, but encourage them to team up with more experienced practitioners.

- Current recipients of funding through Screen Australia's pre-2014 Enterprise program are not eligible.

In addition:

- Generally, projects funded under this program may only reapply for further development investment if they have confirmed **matching marketplace funds** (ie from broadcaster(s), distributors, sales agents or other credible marketplace entities), and such applications will be considered in the light of the advancement and the overall viability of the project.

Funding decisions

Applications are considered by Screen Australia executives, with industry specialists consulted as required. Funding decisions will be made against the following criteria:

- the distinctiveness of the idea and its cultural significance
- the quality of the submitted materials (script, treatment, proposal etc as relevant)
- track record and capacity of the creative team
- the creative team's vision for realisation of the project
- the likelihood that the project will reach and engage its target audience
- the appropriateness of the proposed development strategy and use of Screen Australia funds at this stage of development.

Other factors, including availability of funds, diversity of slate and the gender and cultural diversity of the team may also influence Screen Australia's funding decisions.

Decisions on applications are final. Screen Australia will advise applicants in writing of the outcome of their application. Where an application is declined, the applicant will be advised of the reason.

Terms of funding

Funding through this program is provided as a limited recourse loan.

Where Screen Australia subsequently provides production funding, its contribution to the development phase will be recognised in the production budget and will become part of Screen Australia's total funding for the project. Screen Australia's total contribution will then be treated as a grant or recoupable investment according to the terms of trade and guidelines for production funding.

Where the project goes into production without further Screen Australia support, the development funding provided by Screen Australia is not repayable.

Sector-building Initiatives

Screen Australia will also continue to seek ways to strengthen and advance Australian documentary storytelling and its practitioners through special initiatives such as workshops, forums and other events, conducted by Screen Australia or in partnership with state bodies, industry organisations or other entities.

Stay in touch via Screen Australia's e-news, like us on Facebook and or follow us on Twitter.

General information for applicants

What is a documentary?

For the purposes of these guidelines, Screen Australia will have regard to the guidelines compiled by the Australian Communications and Media Authority (ACMA). These guidelines are available on the ACMA website.

Screen Australia does not invest in programs such as reality or magazine television, light entertainment, panel shows, infotainment, current affairs, cooking, 'how to', sports programs, or projects whose primary market is the education sector.

Applying for funding

Applicants and projects must meet the general eligibility and delivery requirements set out in Screen Australia's Terms of Trade, as well as the specific requirements of these guidelines.

Applications must be made on the relevant application form, and include **all** supporting material listed on that form.

Incomplete applications will not be accepted. This includes those without finalised finance plans in place with associated letters of offer.

Unless invited to reapply (in the context of managing available funds), projects can only be submitted more than once if substantial changes have been made, and more than two applications for the same project will not be accepted.

Budgets

Format: Budgets must be presented in the A-Z Budget format, available from the Screen Australia website (www.screenaustralia.gov.au/a-zbudget). Fees should comply with industry norms. They will be considered in the context of the budget and track record of the personnel.

Production budgets must include:

- **Contingency:** Contingency is set at 10 per cent.
- **Completion Guarantor:** Screen Australia reserves the right to require a completion guarantor.
- **Delivery items:** Allowance must be made for delivery items specified for Screen Australia, the broadcaster and NFSA, as well as for sales company deliverables and other delivery items as required. See Terms of Trade for details.
- **Study guides:** The cost of a study guide must be included in the budget as a line item of \$2,500 per hour. If the publisher decides not to create a study guide, the \$2,500 can be applied to marketing expenses. The producer must seek Screen Australia's approval of the choice of publisher (ATOM is pre-approved).

- **Promotions and marketing:** Budgets should allocate an appropriate marketing spend fit for purpose.

Indigenous community participation or content

Where there is Indigenous community participation or content involved in the project: applicants should provide:

- a statement setting out how you are approaching the Indigenous content or participation with regard to appropriate protocols, even if the content is not specific to a particular community or individual. You must demonstrate that you have a consultation plan covering the full production process and are following it. The statement should be based on the checklists available in Screen Australia's guide *Pathways & Protocols: a filmmaker's guide to working with Indigenous people, culture and concepts*
- evidence of consultation to date
- signed letters of consent confirming their willingness to participate if the project will involve particular Indigenous individuals or communities,.

Official co-productions

- Projects approved as official co-productions are eligible for, but not automatically guaranteed, Screen Australia support.
- As co-productions have access to more than one domestic market, they must bring a higher level of genuine market attachment to the budget.

IMPORTANT: The Australian co-producer must lodge an application for provisional approval as a co-production with Screen Australia before applying for production funding. Provisional approval is required before the decision meeting at which the project will be considered for funding, although some flexibility is allowed if approval is delayed due to circumstances outside the control of the producer or Screen Australia.

See www.screenaustralia.gov.au/coproduction.

Update log

1 December 2015

- Removed 10 year limit on all credit requirements
- Gender and cultural diversity of the team also considered in addition to the assessment criteria

21 SEPTEMBER 2015

Documentary production – Broadcast program

- Application process: Updated to reflect that projects with a Broadcaster other than ABC or SBS must be submitted by published deadlines on the website.

15 March 2015

Documentary production – Broadcast program

- Application process: Updated to reflect that from 1 July 2015 applications can be submitted at any time.

9 March 2015

Documentary production – Producer program

- Application and assessment process: Updated to reflect that Stage 1 is an expression of interest.