

Producer Equity Program

Form Preview

Program Requirements

* indicates a required field

Before you begin:

- It is important that you read our [Terms of Trade](#) and the [Producer Equity Program Guidelines](#) to ensure your project is eligible for Screen Australia Funding and to help you deliver the strongest application possible.
- For help completing this application, refer to the [Help Guide for Applicants](#) or [Applicant Frequently Asked Questions \(FAQs\)](#)

Producer Equity Program (PEP) applications are no longer eligible for other Screen Australia documentary production funding (including initiatives) and vice versa.

General Requirements

Screen Australia does not invest in programs such as reality or magazine television, light entertainment, panel or travel shows, infotainment, current affairs, cooking, 'how to', sports, corporate, training, games, extensions to film or TV programs, community access programs or projects whose primary market is the education sector. One-off such as 'Best Of' special episodes, of existing or ongoing series are also not eligible. Please refer to the [ACMA guidelines](#) for the definition of a documentary.

For requirements, please refer to both the [Producer Equity Program Guidelines](#) and [Terms of Trade](#).

The project that is the subject of the application: *

- has Significant Australian Content.
- is a linear documentary (as per the ACMA guidelines) of any length, and at any stage of production (pre-production, production, post-production).
- has a confirmed finance plan totalling a minimum of \$125,000 up to a maximum of \$500,000.
- is intended for distribution to the Australian public, with a demonstrated arm's length commercial arrangement for distribution e.g. broadcast licence, distribution agreement, VOD agreement, a confirmed Australian film festival screening or cinema on demand screening.
- has commenced pre-production on or after 1 July 2011.
- has not been completed for more than 6 months prior to the date of this application.
- was not successful for Producer Program or Commissioned Program funding.

Please confirm eligibility for this program as follows: *

- The PEP funds are equal to 20 per cent of the total budget.
- The producer, director and, if applicable, writer/s of the documentary are all Australian citizens or permanent residents.
- Appropriate cultural consideration has taken place.
- The producer/production company retains majority copyright.

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Has the project that is the subject of this application been previously assessed and declined for funding under this program? *

Yes No

If YES, you are required to submit a Summary of Changes

As the project that is the subject of this application has been previously assessed and declined for funding under this program please confirm the following: *

- the project has been substantially and demonstrably re-worked, and a statement of changes is attached, AND
- the project has not been declined twice before.

You can submit a second application but you'll need to include a statement of changes. The request has be approved by HOD before submitting, please chat to an investment manager first. We're looking for substantial changes in project creative, team, marketplace interest or budget. Please include a date or guide to when it was last submitted, any former titles and what your project has changed from.

Summary of changes *

Do the individual applicants, key creatives named in the application, applicant company or related parties have any outstanding debts or contractual obligations (eg, overdue delivery items or reports, debts under P+A loan agreements, or gross proceeds not paid as required) to Screen Australia or its predecessors? (AFC, FFC or Film Australia) *

Yes No

Please provide details of outstanding debts or contractual obligations including the relevant agency (Screen Australia, AFC, FFC, Film Australia). *

Applicant Company or Sole Trader Name *

Applicant Information

* indicates a required field

The Applicant must be a key creative for the project (Writer, Director or Producer). This person takes responsibility for the application and all official correspondence will be directed to them. Note, this form can be filled and submitted on behalf of the applicant.

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Applicant *

First Name

Last Name

Applicant Role *

Applicant Career Stage *

At what stage is the applicant in their career? Are they a beginner, an up-and-comer, or a seasoned creative?

Email *

Mobile *

Address *

Address

Must be a street address. A P.O Box is not acceptable.

Contracting Entity

Please provide the requested information for the individual or company with whom Screen Australia will contract if this application is successful.

Applicant Company Name *

Organisation 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

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Goods & Services Tax (GST)

DGR Endorsed

ATO Charity Type [More information](#)

ACNC Registration

Tax Concessions

Main business location

Must be an ABN.

Is the Applicant Company an SPV (Special Purpose Vehicle)? *

- SPV
- Not SPV

Applicant Company Address *

Address

Must be a street address. A P.O Box is not acceptable.

Applicant Company Primary Phone Number *

Must be an Australian phone number.

Applicant Company Primary Email *

Must be an email address.

Please also provide the contracting information for the Parent Company.

Parent Company Name *

Organisation Name

Parent Company 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

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Goods & Services Tax (GST)
DGR Endorsed
ATO Charity Type More information
ACNC Registration
Tax Concessions
Main business location

Must be an ABN.

Parent Company Address *

Address

Must be a street address. A P.O Box is not acceptable.

Parent Company Phone Number *

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Must be an Australian phone number.

Parent Company Email *

--

Must be an email address.

Contracting and Business Contacts

List the officeholders/shareholders for the Applicant Company, plus Parent Company and SPV if applicable.

Shareholder or Officeholder Name	Company Name	Australian Citizen/ Resident	Status

List the business contacts (where known).

Company Name	Role	Contact Name	Address

Additional contact person if relevant

First Name

Last Name

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Additional Contact Phone Number

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Additional Contact Email

Project Summary

* indicates a required field

Project Title *

AKA Title(s)

PEP Amount Requested

Please note: We will not vary the amount of the Producer Equity payment, once decided, even if your budget subsequently changes. Note also that if you receive Producer Equity for your project, you may not subsequently apply for the Producer Offset even if the project budget increases to the level of the applicable QAPE threshold.

Total Amount Requested. Your request must not exceed \$100,000 *

Total budget *

Must be a dollar amount.

Primary Platform *

Secondary Platform

Format *

One-off

Series

Duration (minutes) *

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Duration per episode (minutes)

Must be a number.

Number of episodes *

Budget per episode *

Must be a dollar amount.

Current Production stage *

Confirmed distribution platform or channel *

Case by case decisions on pathway strength will be made and Screen Australia's decision will be final.

Has this project previously applied for any funding in any form including development to Screen Australia or its predecessor agencies (AFC, FFC, Film Australia)? *

- Yes No

Please indicate the agencies to which this project has been previously submitted:

- Screen Australia AFC FFC Film Australia

Has this project previously received funding from Screen Australia or its predecessor agencies? *

- Yes No

Creative Team

* indicates a required field

Key Creatives

Please list the key members of the creative team who are confirmed and integral to the funding requested at this stage - the writer, director, writer/director, producer and/or executive producer.

By default if a writer is not specified it will be assumed the director will fill this role.

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Please note: It is a Screen Australia requirement that all applications for direct funding must attach a director and writer who are Australian citizens or residents.

Click on '**Add More**' to enter multiple Key Creatives.

For each Key Creative you must indicate their Career Stage. This refers to what stage of their career the Key Creative has reached to this point:

- **Grassroots / First Timer:** The Key Creative is only beginning their career. They may have worked on some small, short-form content projects or never worked on a completed production before.
- **Emerging:** The Key Creative has some experience in above the line roles on one or two completed productions.
- **Mid-Career:** The Key Creative has a track record across multiple longer form productions which have achieved critical success and/or significant audience reach.
- **Established:** The Key Creative is highly accomplished, with significant experience on numerous higher-budget productions, which have achieved commercial and critical success

The Indigenous language group provides a list of language names and the AIATSIS code from the Austlang Database. You can visit the [Austlang Database](#) to see more information about the language/s you are selecting.

Name *

Career Stage *

Please select the Key Creative's gender: *

Role *

Does the Key Creative identify as a First Nations Australian? *

Bio *

If yes, please select the Indigenous language group/s the Key Creative identifies with:

Word count:

Must be between 2 and 200 words.

Mobile *

Email *

State *

Australian citizen *

Status *

Confirmed

Proposed

Other Creative Team

Does the project have other creative team members attached? *

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Yes

No

Provide the information requested for other creative team members. Click on '**Add More**' to enter multiple members.

Name *

Role *

Gender *

Status *

Confirmed

Proposed

Does the other creative team member identify as a First Nations Australian? *

Australian Citizen/ Resident Status *

If yes, please select the Indigenous language group/s the other creative team member identifies with:

Project Creative Details

* indicates a required field

See Screen Australia's guide [What is a synopsis? An outline? A treatment?](#) for more information.

Logline Synopsis *

Must be between 2 and 50 words.

One-paragraph synopsis *

Word count:

Must be between 40 and 120 words.

Online screening links

Please provide a download enabled link to a work in progress cut of the project or the complete project if it is already completed. Include a password if relevant.

Please note the following important requirements for video links. Video must:

- be download-enabled for Screen Australia record keeping
- be less than
- be in MP4 or WMV format, 264, resolution 720p.
- If you need assistance in reducing filesize, click [here](#) for instructions on compressing your video file.

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Name/Description	Online screening link	Password if required

Areas of Focus

What are the primary areas of focus for this project/program?

You may select up to five items. You can select items from any area of the list – all have equal value. Only select sub-categories if you want to be more specific. In this question we want to know about the subject of the documentary project.

Audience

Primary audience age range (years): *

Identify your target age. e.g. 8 - 14

Primary audience gender: *

- Skewed towards female Skewed towards male Gender neutral

Secondary audience age range (years):

Identify your target age. e.g. 8 - 14

Secondary audience gender:

- Skewed towards female Skewed towards male Gender neutral

Cultural Consideration

Do elements of the project (story and/or team) reflect gender equity and the diversity of people and experiences from around Australia? *

Word count:

Must be no more than 200 words.

Documentary Determination

Please refer to the [Australian Communication and Media Authority guidelines](#) for the definition of a documentary.

Please outline why your project is a documentary, and is not classified as a format that sits outside of the definition of a documentary e.g. Infotainment or Magazine content. *

Word count:

Must be between 40 and 500 words.

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Indigenous Languages

Screen Australia's First Nations Department is collecting information on Indigenous languages in an effort to extend our reach and ensure that we are working with and representing as many Indigenous nations as possible.

Will all or part of the project include Indigenous languages? *

Yes No

The below provides a list of language names and the AIATSIS code from the Austlang Database. You can visit the [Austlang Database](#) to see more information about the languages you are selecting.

Please select the language group(s) included: *

You can select more than one if required.

Please describe what part of the project includes Indigenous Languages including how and why: *

Schedule and Locations

* indicates a required field

Production Schedule dates

Start of pre-production *

Must be a date and no earlier than 1/7/2011.

Start of production *

Must be a date.

Start of post-production *

Must be a date.

Project complete *

Must be a date.

Please note that the project application cannot be submitted more than 6 months after the completion date.

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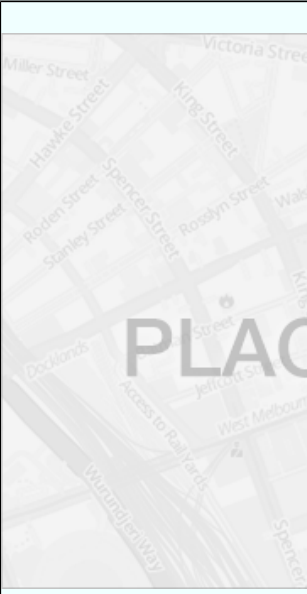
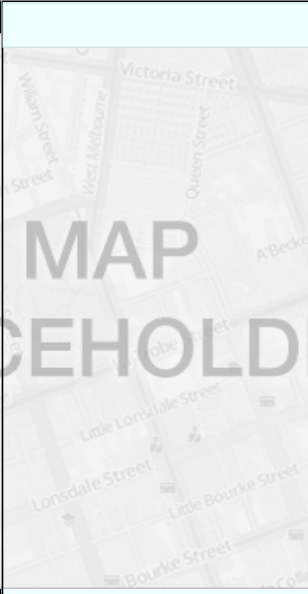
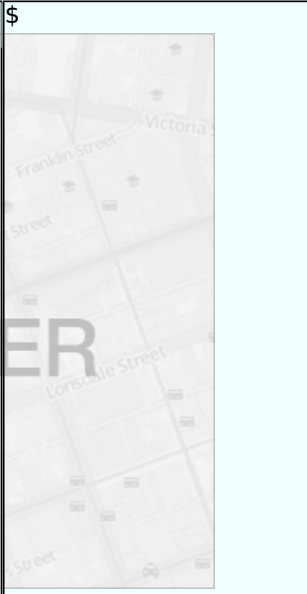
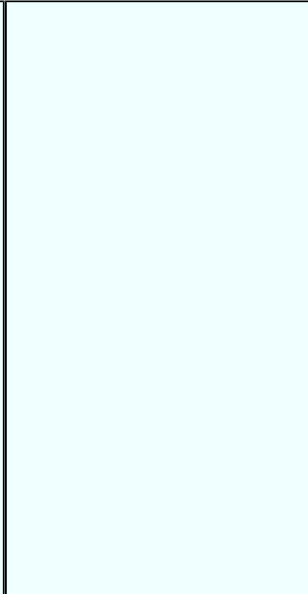
Delivery *

Must be a date.

Spend by Location

Please note a postcode is required.

Location	Activity	Anticipated Spend	Estimated % of budget
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Location	Activity	Anticipated Spend	Estimated % of budget
			
State/Province, Postcode, and Country are required.		Must be a dollar amount.	Must be a number.

Total anticipated spend by state

\$

The total spend should match the total production budget.

Copyright and Clearances

* indicates a required field

The applicant must have the appropriate rights to tell the story through legal agreements (chain of title) whether the story is based on an original idea, article or real person (partly or wholly), etc. The applicant must also have confirmation of key subjects' willingness to participate. Where there is First Nations community participation or content involved in the project, written confirmation of the willingness of both the subject(s) and the community to be involved in the project is essential.

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Do you have all of the appropriate agreements in place to tell your story (i.e. writers' agreements, directors' agreements, script editors' agreements, option agreements, etc)? *

Yes No

Please provide a brief overview of the chain of title for this project, including any rights you still need to obtain: *

Word count:

Must be no more than 250 words.

For example: "An original work by [the writer] who is the applicant and owns the rights;" or, "Based on the [book] acquired by [the production company] with a writer's agreement between [the production company] and [the writer]."

Is the project dependent on obtaining releases or access agreements from individuals or bodies such as local councils, government or private organisations? *

Yes No

Please detail the type of release/s or agreements/s required and whether you have a signed copy. *

Word count:

Must be no more than 250 words.

Is the project partly or wholly based on a real life event or person? *

Yes No

Please provide details including whether releases, in-principle agreements or access agreements have been obtained. *

Word count:

Must be no more than 250 words.

Chain of Title Documents

Please list all of your chain of title documents:

If this project is based on any other works you must provide details of all the works and the status of the chain of title documentation for each.

the 'Add More' button to add additional fields.

Type of Work	Title of Work	Author / Creator	Agreements / Status	Option Expiry Date
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				Must be a date.

First Nations Story Content

* indicates a required field

Screen Australia supports the telling of First Nations stories by First Nations creatives and storytellers.

Where this is not the case we expect meaningful collaboration and consultation with the First Nations communities whose stories they are.

Whenever there is First Nations content and/or First Nations community participation in the project or when there are First Nations members of the team who do not have the authority to speak for the people or place being represented in the story you will need to follow the checklists from [Pathways & Protocols: a film maker's guide to working with Indigenous people, culture and concepts](#) which includes a statement on how you are approaching the First Nations content, (even if you believe the content is not specific to a community or individual), evidence of your consultation to date and where relevant, signed letters of consent confirming community and/or individual's willingness to participate.

All projects involving First Nations content or participation will be assessed by First Nations Assessors.

It's important to us projects with First Nations story content adhere to the Pathways & Protocols Guide, even if First Nations content is only a section of your project.

Is First Nations content, and/or participation of or collaboration with First Nations people the key focus of your project? *

Yes No

Is First Nations content, and/or participation of or collaboration with First Nations people a section of your project? *

Yes No

Please select the Indigenous languages or language groups that your story content relates to: *

If relevant select more than one.

The above provides a list of language names and the AIATSIS code from the Austlang Database. You can visit the [Austlang Database](#) to see more information about the languages you are selecting

Outline the level of First Nations content (themes, characters, actors, locations) that you believe will be a part of the completed screen project. *

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Word count:
Must be no more than 250 words.

Why have you chosen to include First Nations themes, characters, talent and/or locations in this screen project? *

Word count:
Must be no more than 250 words.

How will you ensure the First Nations themes, characters, talent and locations are represented respectfully and authentically (from development, to pre-production, shoot, post-production, delivery and marketing)? *

Word count:
Must be no more than 250 words.

Key Creatives and Employment

Are any of the Key Creatives First Nations Australians? If the screen project has major First Nations components, will you ensure there is a First Nations Key Creative on your team? If not why? *

Word count:
Must be no more than 250 words.

How many First Nations people do you intend on employing in the development and/or production of this screen project? *

Word count:
Must be no more than 250 words.

Collaboration

To date how have you collaborated with the First Nations community on your screen project? Who from the First Nations community have you collaborated with and can you provide a letter of agreement from them? What is your collaborative process with the First Nations community going forward on this project? *

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Word count:

Must be no more than 250 words.

Rights

If your project has Indigenous Cultural and Intellectual Property components in the storyline, how are you implementing legal frameworks to protect these rights? *

Word count:

Must be no more than 250 words.

Screen Australia's [Pathways & Protocols](#) will provide more information about Indigenous Cultural and Intellectual Property (ICIP)

If this project is based on a real person or on a true story from a First Nations community do you hold the necessary rights to the story, have you spoken to the relevant people about their representation on the screen and have they read the treatment/script/story materials that you have submitted? *

Word count:

Must be no more than 250 words.

Submission Materials

* indicates a required field

Files can be added using the 'Choose Files' button.

Please ensure:

- Every file uploaded is named according to the filename instructions given
- Only upload information that relates to the question being asked.
- If multiple files are uploaded for one question, please number to indicate sequence
- Uploaded files are in the specified format and **no ZIP files are included**
- Maximum file size is 25MB
- **Online Video links must be download enabled** for record keeping purposes
- **Videos must be less than 200MB**

For more information on submission materials, refer to the [Program Guidelines](#). Please note: If you have supplied more than the requirement, we will only read/watch up to the maximum page/duration limit.

Applicant Company Details

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ASIC Company Extract document - must be recent (within last 28 days). Please also provide for parent companies if the applicant company is an SPV. *

Attach a file:

Filename: ASIC Extract - [Company Name] - [Project Title].doc, .docx or .pdf

Company directors: list of the names and addresses of all company directors, indicating whether they are Australian citizens or residents. *

Attach a file:

Filename: Company Directors - [Company Name] - [Project Title].doc, .docx or .pdf

Project Creative Details

Summary of changes *

Attach a file:

Filename: Changes - [Project Title].doc, .docx or .pdf

Please refer to the guide [What is a Synopsis? Outline? Treatment?](#)

Final outline or treatment *

Attach a file:

Filename: Final Outline / Treatment - [Project Name].doc, .docx or .pdf

You can use the [Solicitor's Opinion Letter template](#) available on our website.

Solicitor's opinion letter confirming the applicant company has the right to carry out the project that is the subject of the application. *

Attach a file:

Filename: Solicitors opinion letter - [Project Title].doc, .docx or .pdf

Budget and Financing

Finance Plan: Using the [Screen Australia Excel template](#). Please indicate which sources of funding are confirmed by placing an 'X' in the column on the left of the template. The total budget in your finance plan must match the total in your detailed budget.

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Finance Plan *

Attach a file:

Filename: Finance Plan - [Project Name].xls or .xlsx

Letter from a certified accountant for any producer contributions listed on the finance plan.

Attach a file:

Filename: Finance narrative - [Project Title].doc, .docx or .pdf

Arms-length commercial arrangement: Evidence of all arms-length commercial arrangement for distribution to the Australian public (e.g. broadcast licence, distribution agreement, VOD agreement, a confirmed Australian film festival screening or cinema on demand screening). *

Attach a file:

Filename: [Document Type] - [Name] - [Project Name].doc, .docx or .pdf. If uploading multiple files, please number each.

Detailed budget and budget summary using the [Screen Australia A-Z budget template](#).

Your total budget must match the total in your finance plan.

Please ensure within your budget contingency is set at 10 per cent. The cost of a study guide must also be included in the budget line item of \$2,750 per hour. If the publisher decides not to create a study guide, the \$2,750 can be applied to marketing expenses. The producer must seek Screen Australia's approval of the choice of publisher (ATOM is pre-approved). If the publisher decides not to create a style guide, please supply evidence from the publisher.

[See guidelines](#) for additional budget requirements.

Detailed budget and budget summary *

Attach a file:

Filename: Budget - [Project Name].xls or .xlsx

Waiver from the publisher

Attach a file:

Filename: Evidence publisher - [Name] - [Project Name].doc, .docx or .pdf

Source of finance: Evidence of sources of finance e.g. signed letters of offer, signed letters of intent, signed deal memos, signed term sheets and executed long form agreements. *

Attach a file:

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Filename: Finance - [Document Type] - [Project Name].doc, .docx or .pdf. If uploading multiple files, please number each.

First Nations Content or Participation

First Nations content statement: A statement setting out how you are approaching the First Nations content or participation with regard to appropriate protocols, even if the content is not specific to a particular community or individual. *

Attach a file:

Filename: First Nations Content Statement - [Project Title].doc, .docx or .pdf

First Nations consultation: Signed evidence of consultation to date. *

Attach a file:

Filename: First Nations Consultation - [Project Title].doc, .docx or .pdf. If uploading multiple files, please number each.

First Nations consent: Signed letters of consent from First Nations individuals or communities confirming their willingness to participate. *

Attach a file:

Filename: First Nations Consent - [Project Title].doc, .docx or .pdf. If uploading multiple files, please number each.

Final Cost Report *

Attach a file:

Filename: Final Cost Report - [Project Title].doc, .docx or .pdf

Please use the [PEP Statutory Declaration](#) form from the Screen Australia website.

Statutory declaration confirming Final Cost Report *

Attach a file:

Filename: Statutory Declaration - [Project Title].doc, .docx or .pdf

Final invoice from post-production house with date of completion *

Attach a file:

Filename: Post house invoice - [Project Title].doc, .docx or .pdf

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If you have not already provided it in the Online Screening Link question, you will need to send 2 copies of the complete project on DVD or USB. Please include your application number as a reference. This must be received within 5 business days after receipt of the online application.

Send to: Screen Australia, Attention: Program Operations, Level 7, 45 Jones Street, Ultimo NSW 2007

Complete Project *

- I have provided an online link to the project.
- I am sending the complete project by post.

Your application files - It is essential your files are named in the prescribed manner for successful ingestion to our automated systems. Please tick to confirm: *

- Every file uploaded is named according to the filename instructions given
- If multiple files have been uploaded for one question, they are numbered to indicate sequence
- Uploaded files are in the specified format and no ZIP files are included
- Uploaded files are no more 25MB
- Online Video links are download-enabled for record keeping purposes
- Videos are less than 200MB

Diversity Information

* indicates a required field

Please note this section doesn't form part of your application and is not assessed unless otherwise stated in your funding program's guidelines. If you do not wish to provide this information click 'Prefer not to disclose'.

Please be advised Screen Australia Staff may use this information for the purposes of preparing and publishing aggregated research and reporting. For more information, please refer to [Screen Australia's Seeing Ourselves report](#). All personal information will be handled in accordance with our [Privacy Policy](#).

Please complete for **all** key creative roles listed.

If you are completing this section for someone else, please ensure you have their permission or alternatively request the individual to fill in this section.

Please select the Key Creative's role *

Does the Key Creative have a disability? *

Is the Key Creative from a culturally or linguistically diverse background? *

Does the Key Creative identify as LGBTQI+? *

'LGBTQI+' refer to lesbian, gay, bisexual, transgender/gender diverse, queer and intersex - the '+' recognises that LGBTQI doesn't include a range of other terms that people identify with,

Please select the Key Creative's cultural background/ethnicity:

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Please select the Key Creative's first language (as a child). If Indigenous, go to the next question.

If first language is an Indigenous language, please select from AIATSIS Austlang Database:

or use to describe themselves. We acknowledge that one acronym or description may be not able to fully capture the diversity of gender identities, sexual orientations and bodily diversity in our community, and that language is constantly evolving. Our intention is to be as succinct as we can, but inclusive of all.

Diversity Information *

Please tick to confirm you have provided a diversity response for all Key Creatives listed.