

# CBR SIF Production Application Form

## Form Preview

### APPLICATION OVERVIEW

\* indicates a required field

#### Ask and Spend

##### Total Ask \*

\$

Must be a dollar amount.

What is the total financial support you are requesting in this application?

##### Funding type/s \*

\$ Production Investment, \$ Gap etc

##### Total Budget \*

\$

Must be a dollar amount.

For the stage you're seeking funding for

##### ACT Spend \*

\$

Must be a dollar amount.

For the stage you're seeking funding for

#### Individual or Organisation (Company)

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

- Individual
- Organisation

### ELIGIBILITY

\* indicates a required field

#### CBR Screen Fund Guidelines and Terms of Trade

**Please carefully review the CBR Screen Fund Guidelines and Terms of Trade before proceeding further with an application \***

- I confirm that I have read the CBR Screen Fund Guidelines and Terms of Trade and understand the fund's objectives, eligibility and assessment criteria

[Click here to download the CBR Screen Fund Guidelines and Terms of Trade V11.0](#)

### APPLICANT DETAILS

# CBR SIF Production Application Form

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\* indicates a required field

### INDIVIDUAL APPLICANTS

#### Applicant \*

|                      |                      |                      |
|----------------------|----------------------|----------------------|
| Title                | First Name           | Last Name            |
| <input type="text"/> | <input type="text"/> | <input type="text"/> |

#### 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                            |                                  |

Must be an ABN.

#### Registered for GST? \*

Yes  No

#### Applicant Address \*

Address

  

Address Line 1, Suburb/Town, State/Province, Postcode, and Country are required.

#### Applicant Email \*

Must be an email address.

#### Applicant Phone Number \*

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### ORGANISATION (COMPANY) APPLICANT

#### Organisation

Organisation Name

#### Organisation Website

if available

#### 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                            |                                  |

Must be an ABN.

#### Registered for GST? \*

Yes

No

#### Postal Address \*

Address

  

Address Line 1, Suburb/Town, State/Province, and Postcode are required.

#### Registered Business Address

Address

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## Form Preview

**Organisation Representative \***

**Representative Role/Position \***

**Representative Email \***

**Representative Phone Number \***

**Attach a copy of the Company's Certification of Incorporation \***

Attach a file:

**List of Company Directors**

**Legal Advisor**

**Accountant**

## PROJECT DETAILS

\* indicates a required field

**Project Title \***

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

**What will this funding be used for? \***

For Example: Film Production, Television Production etc.

**Project Logline \***

# CBR SIF Production Application Form

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Word count:

Must be no more than 100 words.

Please detail your project description

### **Project Synopsis (one paragraph & one page) \***

Attach a file:

A maximum of 2 files may be attached.

### **State of Origin \***

### **Genre \***

### **Project Type \***

### **Release Type \***

### **Length \***

eg. 1 x 90 min or 6 x 30 min

### **Planned Delivery Date \***

Must be a date.

### **Is this a sequel, remake, sequential series or format?**

### **Genre \***

### **Upload a Director's Statement**

Attach a file:

Upload as a PDF (.pdf) document . Attach a statement from the Director detailing their creative vision for the project (include creative pitch material e.g. mood boards, etc. if you have it).

### **Upload a Producer's Statement \***

Attach a file:

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Upload as a PDF (.pdf) document. Attach a statement from the producer(s) detailing their vision for the project (including notes about the target audience).

### Script \*

Attach a file:

Upload as a PDF (.pdf) document.

### Detailed Treatment \*

Attach a file:

Upload as a PDF (.pdf) document.

### Series Bible (for series television)

Attach a file:

Upload as a PDF (.pdf) document.

## PRODUCTION DETAILS

| Pre-Production Start Date | Pre-Production End Date | Number of Days in the A.C.T | Number of Days TOTAL |
|---------------------------|-------------------------|-----------------------------|----------------------|
| <input type="text"/>      | <input type="text"/>    | <input type="text"/>        | <input type="text"/> |
| Must be a date.           | Must be a date.         | Must be a number.           | Must be a number.    |

| Production Start Date | Production End Date  | Number of Days in the A.C.T | Number of Days TOTAL |
|-----------------------|----------------------|-----------------------------|----------------------|
| <input type="text"/>  | <input type="text"/> | <input type="text"/>        | <input type="text"/> |
| Must be a date.       | Must be a date.      |                             |                      |

| Post-Production Start Date | Post-Production End Date | Number of Days in the A.C.T | Number of Days TOTAL |
|----------------------------|--------------------------|-----------------------------|----------------------|
| <input type="text"/>       | <input type="text"/>     | <input type="text"/>        | <input type="text"/> |
| Must be a date.            | Must be a date.          |                             |                      |

## PRODUCTION SCHEDULE

### Upload your Production Schedule here

Attach a file:

## KEY CREATIVES / PERSONNEL

CBR Screen Fund applications should include details of all key creatives (including producers, writers and directors). Please list below.

### Key Creative Details

# CBR SIF Production Application Form

## Form Preview

Example: Name, Position, Residency. You may add CV's in the 'File Upload' section below

Please list any attached or contracted cast in your project.

### CAST/ VOICE ACTORS

Example: Actor Name, Character Name, Residency. You may add CV's in the 'File Upload' section below

### Key Creative and Key Cast CV Upload

Attach a file:

## BUDGET & FINANCE

\* indicates a required field

### BUDGET BREAKDOWN

#### Finance Requested \*

Must be a dollar amount.

#### Total Production Budget \*

Must be a dollar amount.

**What is the % of finance requested to total budget (of the stage your application aims to fund) \***

#### Total QACTE (Qualifying Australian Capital Territory Expenditure) \*

Must be a dollar amount.

[What is QACTE?](#)

**Dollars spent in the ACT for every \$1 invested from the Screen Investment Fund?**

**Previous funding for this project from Screen Canberra? \***

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## Form Preview

### PREVIOUS FUNDING DETAILS

**Amount of previous funding provided?**

\$

Must be a dollar amount.

**Please provide details of the Additional Funding**

**Above the Line Costs**

\$

Must be a dollar amount.

**Below the Line Costs**

\$

Must be a dollar amount.

**Provide your A-Z Production Budget, with ACT expenditure clearly identified \***

Attach a file:

### OTHER FINANCE DOCUMENTS

**Attach Screen Australia template Finance Plan \***

Attach a file:

Include a column for ACT Expenditure

**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:

**Attach evidence of how you will cash flow the producer offset if applicable**

Attach a file:

**Attach evidence of insurance for this project**

Attach a file:

### LEGAL REQUIREMENTS, COPYRIGHT & CHAIN OF TITLE



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\* indicates a required field

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

Yes

No

**Please provide more details including details of option agreement / writer's agreement etc: \***

Word count:

### CHAIN OF TITLE

**During the contracting 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.**

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

**Type of Chain of Title Document**

**Please upload file here**

**Comments**

| Type of Chain of Title Document                      | Please upload file here | Comments |
|--|-------------------------|----------|
| Solicitor's opinion letter confirming Chain of Title |                         |          |
|  |                         |          |

### PROVISIONAL CERTIFICATE

\* indicates a required field

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

Yes

No

**Please upload the 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 \***

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**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:

Co-Production Provisional Certificate

**Is this a Co-Production with an International partner? \***

Yes

No

**Have you applied for a Provisional Approval from Screen Australia for Co-Production status? \***

Yes

No

**Please provide the Application Number \***

**What was the Submission Date \***

Must be a date.

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

Attach a file:

## ACT BENEFITS

\* indicates a required field

**Are you planning to use ACT post-production services? \***

Yes

No

**If you answered yes please list the companies you're considering**

# CBR SIF Production Application Form

## Form Preview

If ACT facilities are NOT being used, please indicate who you will be using

Do you need assistance with sourcing crew, services or locations for your production? \*

Yes  No

Which resource/s do you need assistance with? \*

Crew  Services  Locations  Talent

Other

You may select more than one option

### ACT ELEMENTS

Please identify the number of ACT crew you intend on employing \*

Must be a number.

What is the intended expenditure in the ACT for this production? \*

Must be a dollar amount.

Does your project have ACT locations, settings, characters or story elements? \*

Yes  No

Provide Details on ACT locations, settings, characters or story elements?

Word count:

### ACT LOCATIONS

Please provide details if available.

**Location**

**Type of Location**

**Number of Days in Location**

| Location | Type of Location | Number of Days in Location |
|----------|------------------|----------------------------|
|          |                  | Must be a number.          |

### ACT ATTACHMENTS

Will the Production be engaging local attachments on the project?

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Yes

No

Provide details of attachments if available.

| <b>Number of Paid Attachments you propose to engage on the project?</b> | <b>Name</b> | <b>Attachment Position</b> | <b>CV and Bio</b> | <b>Key Responsibilities</b> |
|---|-------------|----------------------------|-------------------|-----------------------------|
|   |             |                            |                   |                             |

## SALES & MARKETING

\* indicates a required field

### Sales Estimates For All Territories

Attach a file:

Attach proof of all market place commitments and other investments with this application ensuring that all agreements are consistent with one another. Provide sales estimates including returns from all media in all territories verified or provided by the distributors or sales agents.

### Marketing & Distribution Plan

Attach a file:

Applicants must present a marketing and distribution plan for Australian domestic and Rest of World (ROW) sales. It is expected this will be prepared with input from the market partner.

## Recoupment Schedule

Waterfall/Recoupment Schedule based on [Screen Australia's template](#).

### Recoupment Schedule

Attach a file:

Applicants must present a Waterfall/Recoupment Schedule.

### Attach further information on recoupment structure if applicable

Attach a file:

## Market Report

Applicants must provide a Market Report based on [the Screen Canberra template](#).

### Market Report

# CBR SIF Production Application Form

## Form Preview

Attach a file:

Complete and upload the Market Report using the template above.

### Market

**What is the intended market for the project? \***

Word count:

**What is the distribution plan for the project?**

Word count:

**Broadcaster/distributor engagement**

Word count:

### **Additional material**

Attach a file:

**Market appetite or critical appreciation for similar projects**

Word count:

## FURTHER DOCUMENTS

Please upload any further documents you wish to include in your application

**Description of File**

**Upload File Here**

| Description of File | Upload File Here |
|---------------------|------------------|
|                     |                  |
|                     |                  |
|                     |                  |
|                     |                  |
|                     |                  |

## INDIGENOUS CONTENT

# CBR SIF Production Application Form

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\* indicates a required field

### Details of Indigenous Content

#### Details of Indigenous Content \*

Yes

No

### Pathways and Protocols

Screen Canberra requires applicants to show recognition and respect when working with Indigenous people's images, knowledge and stories in the production of audiovisual material in both documentary and drama form.

The framework set out in Screen Australia's publication: *Pathways and Protocols - A filmmaker's guide to working with Indigenous people, culture and concepts*, will help you develop your own protocols when:

- working with Indigenous content, a film or program based on an Indigenous story, with Indigenous characters or featuring Indigenous culture in any form
- working with Indigenous people, whether as cast, extras, crew, or documentary subjects
- working in Indigenous communities, either as the subject of a film or through the use of the community as a location
- working on Indigenous lands.

[Download Screen Australia's Pathways and Protocols - A filmmaker's guide to working with Indigenous people, culture and concepts](#)

### Consultation and Permissions

**If your project contains Aboriginal or Torres Strait Islander content, please detail community consultation and permissions acquired below as well as IP owned by relevant communities. \***

Word count:

#### Please confirm \*

I confirm that I have read and agree to abide by the Indigenous Pathways and Protocols document, as provided by Screen Australia

#### Upload relevant community consultation and permission documents

Attach a file:

### COMMENTARY

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### **Project's economic, cultural and creative benefits to the ACT**

Word count:  
Must be no more than 300 words.

### **Proposed use of ACT talent, crew, services and facilities**

Word count:  
Must be no more than 300 words.

### **Contribution to the profile of Canberra nationally and internationally**

Word count:  
Must be no more than 300 words.

### **Potential of return of capital to the Fund**

Word count:  
Must be no more than 300 words.

### **Track record and potential of the key creative team**

Word count:  
Must be no more than 500 words.

## STATISTICAL INFORMATION

### Key Creative Team Statistical Information

Please provide statistical data on your project's key creatives (e.g. Writer, Director, Producer).

The statistical information provided will be de-identified and form part of aggregated data for reporting and research purposes only. It is not assessment criteria and your responses will not affect the assessment of your application.

By providing this information, you will be helping Screen Canberra to measure its engagement with and support of diversity and inclusion in the screen sector.

### Key Creative

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**Role**

**Does this person identify with any of the groups below?**

- Person of Aboriginal or Torres Strait Islander origin
- Person with a disability
- Person with a culturally and linguistically diverse background
- Person who identifies as LGBTQIA+

**Gender**

- Female       Male

Other:

**Role**

**Does this person identify with any of the groups below?**

- Person of Aboriginal or Torres Strait Islander origin
- Person with a disability
- Person with a culturally and linguistically diverse background
- Person who identifies as LGBTQIA+

**Gender**

- Female       Male

Other:

**Role**

**Does this person identify with any of the groups below?**

- Person of Aboriginal or Torres Strait Islander origin
- Person with a disability
- Person with a culturally and linguistically diverse background
- Person who identifies as LGBTQIA+

**Gender**

- Female       Male

Other:

## Content

**Does your project feature major characters or on-screen talent that identify with any of the groups below?**

- Person of Aboriginal or Torres Strait Islander Origin
- Person with a disability
- Person with a culturally and linguistically diverse background
- Person who identifies as LGBTQIA

## DECLARATION

\* indicates a required field

### The Applicant:

- Declares they have read and understood Screen Canberra's funding Guidelines and Terms of Trade.
- Agrees and understands that any funding is discretionary and any approvals are subject to funding being available.
- 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, true and correct.
- Undertakes to advise Screen Canberra of any significant changes to the proposed project, the information supplied or the materials submitted regarding the project.
- 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 Canberra indemnified against all actions, suits, proceedings, claims or demands made against Screen Canberra by reason of any breach of the above.
- Agrees that Screen Canberra 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 Canberra's receipt, custody or consideration of the applicant's submission.



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- Acknowledges and agrees that Screen Canberra 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).
- Acknowledges and agrees that typing their name on this form and submitting the form will constitute signature by electronic communication under the Electronic Transactions (Australian Capital Territory) Act 2001.
- Agrees that Screen Canberra reserves the right not to award the Registration Grants, travel grants or training positions if no suitable applications are received.
- Agrees that only people who have not received a Registration or Travel Grants from Screen Canberra in the last 3 years can submit an application.

### Disclosure of project information:

- You acknowledge and agree that Screen Canberra may publish for promotional purposes only, information about your project in ACT Government media releases, on Screen Canberra's website, on any Screen Canberra Social Media or in Screen Canberra'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 Canberra if there has been any changes to the information submitted in your application form.

## Authorised Signatory

### Authorised Signatory Name \*

First Name

Last Name

### Authorised Signatory Position \*

### Date \*

Must be a date.