



Screenwest (Australia) Ltd
ABN 43 620 492 300

Industry Capacity Building Program Guidelines

The Screenwest Terms of Trade effective 01 July 2026 apply to these guidelines.

This program fast tracks growth in key sectors of the Western Australian screen industry to better service growing production levels in the State.

The following sectors are currently being targeted to fill industry capacity gaps in longform scripted drama:

- Construction
- Lighting
- Rigging

Bold ideas to increase the capacity of the targeted sectors are sought.

Applications with proposals that contribute matched funding or include significant third-party funding will be highly regarded.

Applications for funding outside of the targeted sectors will be considered on a case-by-case basis and should be discussed with Screenwest Management prior to application.

Screenwest encourages applications from First Nations Australians and people from historically underrepresented groups.

Funding Available

- Up to \$1,000,000 per proposal.

Screenwest funding is limited and competitive.

What You Cannot Receive Funding For

- Recurrent administrative overheads, including but not limited to rent, utilities, insurance, legal expenses.
- Monies already spent. (Applications for retrospective funding are ineligible.)
- Applications where the benefits will flow out of Western Australia.
- Proposals that would otherwise fit within other Screenwest funding programs.
- Services or expenses relating to core business and ongoing operating costs.
- Costs beyond the project period, e.g., ongoing costs for administration, operation, maintenance or management once the activity is operating.
- Marketing or advertising.
- Catering, hospitality, entertainment or official opening costs, excluding permanent signage.
- The development of a business case.
- Travel or accommodation expenses.
- Repayment of debts and loans.

Eligibility

Applicant/Company Eligibility

The applicant/company must:

- Be a Western Australian Resident Company as defined in the Screenwest Terms of Trade; or
- Be a Western Australian Resident with a registered Australian Business Number (ABN); or
- Have demonstratable plans to establish a Western Australian Resident Company as defined in the Screenwest Terms of Trade.
- Have a commitment and capability to operate in Western Australia for at least the next five years.

- Hold the relevant insurance/s required to deliver the activities proposed.

Application Materials

Applicants must submit the following materials:

1. A Business Plan outlining:
 - a. The proposed idea/activity.
 - b. The outcomes and benefits the idea/activity will provide to the Western Australian screen industry in the next 12-24 months and the longer term.
 - c. The track record of the applicant and their ability to deliver on the proposal outcomes.
 - d. A timeline for delivering the proposed idea/activity.
2. A budget outlining how Screenwest funds will be spent and any additional funding partners.
3. Itemised quotes for all expenditure items over AUD\$50,000.
4. ASIC current and historical company extract including Ultimate Beneficial Owners. The extract must be dated within one week of the application submission date.
5. Statement confirming the applicant's ability and commitment to operate in Western Australia for a minimum of five years.
6. A five-year financial forecast of income and expenses for the activity and detail of all supporting assumptions.
7. Where the applicant is not a Western Australian resident company, a detailed outline of how you plan to establish a Western Australian resident company and satisfy the company definition in the Screenwest Terms of Trade.
8. Letters confirming any other contributions/funding secured.
9. A letter from your accountant stating that you are able to contribute to the funds outlined.
10. Three years of financial statements (including balance sheet and profit and loss), tax returns, and assets and loans lists identifying all material assets held by the company and all loans.
11. Current Personal Property Securities Register (PPSR) Search for the company or business entity.

Note: Screenwest may request further financial records or additional information at any stage of the assessment and contracting processes and beyond.

Assessment Criteria

Screenwest will assess eligible applications against the following criteria:

1. **Quality:** The quality and strength of the overall proposal, e.g., budget, timeline, key people involved, likely outcomes.
2. **Track Record:** The applicant's potential and/or likely ability to deliver on the proposed plan, based on their track record and commitment to developing the screen industry in Western Australia.
3. **Workforce Development:** The extent to which the proposal will contribute to the overall workforce capacity development of Western Australian Below-the-Line crew and services.
4. **Benefits to WA:** The extent to which the proposal will deliver key development outcomes to Western Australian screen practitioners and the benefit to Western Australia.
5. **Strategic Priority:** The range of activities being funded currently and historically, to ensure Screenwest supports activities across a range of strategic priority areas.

Screenwest will weight the above assessment criteria as it deems appropriate to best serve the strategic purpose of the organisation.

When reviewing applications, Screenwest considers if the applicant has multiple ongoing projects that could affect the quality and timely completion of additional projects.

Application Process

Before applying:

- Read these guidelines and the [Screenwest Terms of Trade](#). The Terms of Trade set out the core terms on which Screenwest conducts its business.
- Review the online application form on SmartyGrants and make sure you have all required documents ready to submit with the application.
- Discuss your application with the Screenwest [Program Contact](#).

How To Apply

1. Complete an online application form through the [Screenwest SmartyGrants portal](#).
2. Attach all relevant documentation and supporting material. (Refer to the 'Application Materials' section above.)

Contact the Program Manager if you require accessibility assistance.

After You Apply

1. Applications are reviewed to ensure they meet the general minimum eligibility criteria.
2. A panel (Screenwest Management, a Board Director, experienced industry representatives and a representative from the Department of Creative Industries, Tourism and Sport) will assess all eligible applications against the 'Assessment Criteria'.
3. The panel funding recommendations are presented to the Screenwest Board and the Minister for Creative Industries.
4. You can expect a decision within 8-10 weeks of the funding round closing date.
5. Screenwest will advise applicants of the outcome of their application via email or phone.

Terms of Funding

- Terms of funding will be based on the proposal.
- Successful applicants will sign a written agreement with Screenwest outlining funding conditions, cash flow details, and the deliverables required for scheduled payments.
- In the event a successful applicant funding commitment lapses, unsuccessful applicants may be reconsidered and awarded funding.

Enquiries

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