

## **ACTF Development Funding Application – Supporting Materials Checklist**

- a **4-5 line synopsis** of the project
- a **one-page synopsis** of the project
- any existing development materials;**
  - for television projects these may include a concept document, series bible, and/or episode scripts.
  - for a feature film these would include, as a minimum, an extended treatment for the film or a first draft script
- any **Producer's, Writer's, and/or Script Editor's notes** on the proposed stage of development
- a **CV and background on the Applicant** (whether company or individual) and their track record
- CVs for the proposed creative team** for this stage of development including writers, script editors, story producer, workshop participants, etc. (if known)
- a page on your proposed market for the project** – eg: who is the intended audience, where you see it in the marketplace, how you'd see it being financed
- all relevant legal documentation to satisfy Chain of Title**, such as rights/option agreements for underlying work, co-creator's agreement if more than one creator and any co-production agreements if more than one production company will be involved in development.
- consent from Indigenous communities**, if the project contains Indigenous content or characters
- evidence of marketplace or broadcaster interest** in the project, such as a letter of interest, deal memo, or funding agreement (if applicable)
- confirmation of proposed or matched development funding from State Agency or Broadcaster (if applicable).**
- development budget for the proposed stage of development**, as per the ACTF template. Please ensure that the budget details the development funding split between parties and that this matches the proposed finance plan for the stage.
- Proposed finance plan** for this stage of development (if contributions from producer and/or other parties)
- Proposed schedule** for this stage of development (we note that this may change depending on when funding is approved)