GCAP 2024 Travel Support Program

Program Guidelines

Summary

Screen NSW will provide five emerging or mid-level game practitioners from NSW with an all-access ticket and travel support of up to $500 to attend Games Connect Asia Pacific (GCAP) 7-9 October 2024 in Melbourne.

Key information

- Funding amount: $1 to $500 in travel support and an all-access ticket to attend GCAP 2024
- Applications open: 26 August 2024 at 10am AEST
- Applications close: 6 September 2024 at 2pm AEST
- Program Page
- Apply here

Program objectives

The objectives of the program are to:

- Provide travel support for emerging or mid-level NSW game practitioners to attend GCAP 2024
- Support NSW game practitioners who are looking to upskill and connect with the wider Australian games industry and reinvest back into the NSW digital games industry
- Support connections that will shape the future of NSW's creative landscape and strengthen NSW's position in the global market.

This program is funded and administered by Screen NSW.

Contact & support

Screen NSW staff are available to provide technical advice and general information to potential applicants on the interpretation of these guidelines, including the types of activity eligible for funding and support with the online application process.

Screen NSW staff cannot help directly with your application. To maintain a fair and equitable process, staff cannot edit or correct any applications or provide advice on the content or choices required against the Assessment Criteria.

For further information or clarification, please contact the Screen PDV and Digital Games team pdvgames@screen.nsw.gov.au.

Eligibility

Who can apply

All applicants need to fulfil the following criteria:

- Be able to attend the whole of Games Connect Asia Pacific (GCAP) 7-9 October 2024 in Melbourne
- Be a NSW- based company or individual:
    - If an individual, the applicant must be over 18 and be a NSW resident (i.e., lived and operated in NSW for at least six months immediately before the date of application)
    - If a company, the company must be incorporated and registered in Australia and have its principal place of business in NSW for at least six months immediately before the date of application. Company applicants must nominate one person (traveller) and the traveller must be over 18 and be a NSW resident.

- Have an Australian Business Number (ABN)
- Have at least one game project in development.

Applicants must not be full-time secondary or tertiary students. Other government departments and agencies are not eligible to apply. The applicant must not be in breach of any obligation under any funding agreement it has with the NSW Government.

Diversity Commitment

Screen NSW is dedicated to promoting fairness and equality in its programs and interactions with the community. Our main priorities include supporting increased participation in the industry of people from underrepresented groups, including:

- First Nations people

- Regional NSW
- Western Sydney
- People from culturally and linguistically diverse backgrounds
- People living with disability
- LGBTQIA+ people.

Game practitioners from these priority areas are encouraged to apply.

What is the definition of an emerging or mid-career practitioner?

For the purpose of this program, Screen NSW defines an emerging or mid-career games practitioner as someone who has:

- Emerging: 1+ years of professional game experience
- Mid-Career: 2+ years of professional game experience.

Note: This initiative is not open to entry-level practitioners.

Funding

Available funding

Funding is limited to $500 and an all-access ticket to GCAP per applicant. The program is competitive and up to five successful applicants will be funded for this round.

Screen NSW will facilitate registration to attend GCAP with an all-access ticket however successful applicants will need to organise their own travel and accommodation and cover all travel costs up front. They will be reimbursed by Screen NSW for up to $500 of these expenses on the provision of an acquittal report at the conclusion of travel.

Screen NSW will only fund one grant per company or individual applicant. Company applicants must nominate one person (traveller) to be funded by Screen NSW. Nominated travellers must be a resident of NSW. This is non-transferable to another company representative without prior approval from Screen NSW. Co-contributions from third parties are allowable for non-Screen NSW covered expenses.

What you can get funding for

A set amount of $500 to assist with flights, ground transportation, accommodation and reasonable costs associated with attending GCAP 2024.

Eligible applicants may receive market travel support from Screen NSW only once in a single financial year.

Assessment criteria

Your application will be competitively assessed against the following weighted criteria:

Applicant Track Record (30%)

The track record of the applicant including relevant experience in the games industry. The Assessment panel will review details provided in the application including:
- CV of applicant, or attendee if applicant is an organisation
- Evidence of relevant game work experience and previous game credits (if applicable).

Merit of the Opportunity (30%)

The strength of your application, taking into account the opportunities provided by attendance. The Assessment panel will review details including:
- Indicative schedule of workshops or events that the applicant will attend
- Any additional activities e.g. meetings that will be undertaken during GCAP
- The status of any game projects in development.

NSW Cultural & Economic Benefit (20%)

The potential of the market travel opportunity to contribute to the NSW digital games industry including:
- A description of how attendance will benefit the work being undertaken by the applicant.

Participation & Diversity (20%)

Diversity of the applicants, and whether it increases participation from Screen NSW priority areas.

Application process

Screen NSW uses the SmartyGrants platform for submission of all applications. Applications made using any other format will not be accepted. Please note you will receive a SmartyGrants acknowledgement of submission.

A preview of the application form can be viewed on the SmartyGrants portal.

Late applications due to technical difficulties will be reviewed and eligibility determined with absolute discretion by the Manager Strategy, PDV and Digital Games. A request for late submission due to technical difficulties must be submitted by email to pdvgames@screen.nsw.gov.au within 60 minutes of the application close time.

What to submit in your application

You must submit all core materials listed on the application form.

- Profile of the applicant demonstrating their relevant track record
- CV/resume of the person proposed to attend
- Statement of intended objectives for attending GCAP 2024
- Details of any game project/s in development and a short statement of how attending GCAP will benefit the project/s
- Intended plan for the conference including planned activities, networking opportunities and proposed meeting list.

Assessment process

What happens once you've submitted your application

Once your application has been submitted, you will receive an email confirmation from our secure online grants system, SmartyGrants.

Eligibility

Applications will be initially reviewed by Screen NSW staff to ensure they meet eligibility requirements, and all application materials are acceptable. If you application is assessed as ineligible, you will be advised in writing within 14 days.

Assessment

If your application is considered eligible, it will progress to the assessment panel for consideration against the Assessment Criteria.

The Assessment Panel will consist of a minimum of two Screen NSW staff members with relevant expertise, including the Manager Strategy, PDV & Digital Games (Assessment Panel Chair). Each panel member will assess and score applications individually, before meeting as a group to discuss the results and finalise recommendations.

Based on outcome of the assessment meeting recommendations will be made in writing to the decision-maker.

Please note that funding allocation follows a competitive process. Evaluations will consider the assessment criteria outlined above and the availability of funds at Screen NSW.

Recommendation and Decision

The recommendations from the assessment panel will be provided to the Head of Screen NSW for consideration and approval.

Additional Considerations

Additional considerations Screen NSW may, at its sole discretion, and at any stage of the application process, do all or any of the following:

- Require additional information from an applicant
- Change the scope or the requirements of these guidelines
- Vary, amend (including by replacement) or terminate the application process, and
- Re-open an application after the closing date, provided it doesn't give the applicant an advantage over other applicants.

Timing

Screen NSW aims to turnaround applications approximately 2 weeks from the application close date. Applicants will be advised of the application outcome by 20 September 2024.

Award process

Successful funding recipients will enter into a standard non-negotiable agreement with Screen NSW, setting out the terms and conditions of the funding including deliverables, acquittal requirements and treatment of unspent funds.

Recipients are required to provide a written report detailing the outcomes of attending the event as part of the acquittal process. Receipts proving travel and accommodation expenses and attendance will also be required at the time of acquittal.

An agreement will not be issued, and payments will not be made, until any outstanding Screen NSW/Create NSW acquittals have been submitted.

Publication of grants information

The Grants Administration Guide (Guide) requires that certain information is published in relation to grants awarded no later than 45 calendar days after the funding agreement takes effect (see section 6.5 of the Guide and Appendix A to the Guide).

This information is also open access information under the Government Information (Public Access) Act 2009 (NSW) (GIPA Act), which must be made publicly available unless there is an overriding public interest against disclosure of the information.

In accordance with these requirements, relevant information about the funding awarded will be made available on the NSW Government Grants and Funding Finder as soon as possible after the funding agreement is executed.

All records in relation to this decision will be managed in accordance with the requirements of the *State Records Act 1998* (NSW).

Conflict of Interest Management

Any conflicts of interest will be managed in accordance with NSW Government Grants Administration Guide.

A conflict of interest, or perceived conflict of interest, may be identified if staff, any member of a committee or advisor and/or you or any of your personnel:

- Has a professional, commercial, or personal relationship with a party who can influence the application selection process, or
- Has a relationship with or interest in, an organisation, which is likely to interfere with or restrict the applicants from carrying out the proposed activities fairly and independently, or
- Has a relationship with, or interest in, an organisation from which they will receive personal gain because the organisation received funding under the program.

If you identify an actual, apparent, or perceived conflict of interest at any time, you must inform Screen NSW immediately. Screen staff can be contacted by email: pdvgames@screen.nsw.gov.au

NSW Government staff, committee members and other officials including the decision maker must declare any conflicts of interest and ensure they are managed as per the Department's Code of Ethics and Conduct and the Grants Administration Guide.

Complaint handling, access to information and privacy

Details on how Screen NSW handles complaints, access to information and your private information is available at:

https://www.create.nsw.gov.au/about-us/feedback-complaints-privacy-and-government-information