



International Travel Fund

Program Guidelines

About the program

The International Travel Fund supports NSW screen practitioners for travel related to significant international festivals, markets, awards, industry trade missions and financing projects. This program aims to increase accessibility to opportunities that foster the advancement of the NSW screen industry and its practitioners globally.

Applicants may apply through this program for funding related to either **International Market Travel** or **International Festival Travel**.

Applicants are encouraged to contact Screen NSW (investment@screen.nsw.gov.au) if they are uncertain about eligibility for this program.

Key information

- Grant Type: Open, Competitive
- Funding amount: Up to \$5,000 for one Key Creative, or up to \$6,000 for two or more Key Creatives per project
- Applications open: 30 July 2024
- Applications close: 11pm, 30 June 2025 (reopening for 25/26 FY on 1 July 2025)
- [Program page](#)
- [Apply here](#)

Program objectives

The objectives of the program are to:

- Support the nurturing of new ideas and talent in NSW
- Ensure Key Creatives are given access to opportunities to not only benefit their own careers but also then reinvest it back into the NSW screen 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.

Eligibility

Who can apply

Screen NSW general eligibility requirements can be found in the Screen NSW [Terms of Trade](#), which should be read in conjunction with these guidelines.

Applicants must:

- Be NSW-based, or otherwise:
 - Provide evidence of a of a genuine co-production partnership with a NSW-based company or producer, *or*
 - Have at least one NSW-based Key Creative (writer, producer or director) attached to the proposed project(s) taken to the festival or market
- Have an Australian Business Number (ABN).

Additionally:

- **Market Travel:** Applicants must be attending a [recognised screen industry market](#) with a demonstrable slate of at least three projects aiming to further financing and market partnerships. Applicants must be the rights holder for each project included in the slate proposed to be taken to market.
- **Festival Travel:** Applicants must be invited to represent project/s with confirmed screenings in the program of an [approved international festival or major awards ceremony](#) and evidence of selection must be provided.
- **Both Market and Festival Travel:** An individual or a team can submit up to three applications to this program in any financial year, but only one application at a time.

Please note that Screen NSW funding is entirely limited to travel costs for proposed NSW-based Key Creatives intending to travel. In addition, projects that have not received Screen NSW development or production finance are still eligible for this Fund.

If applying more than once, a strong case must be made to support this. This includes demonstrating exceptional market potential for your slate, confirmed high-level industry meetings and substantial financial commitments contingent on the project's development. Generally, we will not consider additional funding for a project that has a current application to another Screen NSW program.

Eligible projects

We fund travel associated with the development of:

- Feature films
- Adult and children’s television drama and narrative comedy including series, miniseries, web series and telemovies
- Content-rich factual and documentary television or web programs and series
- Animation series
- Creative interactive screen entertainment.

Key Priority Areas

Screen NSW is committed to supporting increased participation in the industry of people from under-represented groups. Priority will be given to teams including people from the following priority areas:

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

Available Funding

Requests for travel support must not exceed \$6,000. Screen NSW will support up to \$5,000 per individual or up to \$6,000 (in total) for two or more team members per application.

Co-contributions from third parties are allowable for non-Screen NSW covered expenses.

What you can apply for

Funding through this program supports flights, accommodation, ground travel, per diems and/or event registration.

Screen NSW cannot fund travel retrospectively. Screen NSW expects applications to be submitted at least 8 weeks prior to your departure date.

What you can’t apply for

We do not fund under this program:

- Domestic travel costs
- Marketing costs such as prints or publicity materials.

We do not fund travel associated with the development or production of:

- Infotainment, lifestyle, travel, magazine, sports, education, game shows and other magazine-style productions*
- Current affairs and news
- Community television
- Shorts, short features (under 60 minutes duration) or experimental films
- Projects that are being produced as part of a course of study.

*For further guidance on the distinction between infotainment, lifestyle, magazine programs and documentary/factual programs refer to the advice on [Screen Australia's website](#).

Assessment criteria

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

Market Travel

- Whether the proposed travel is essential to advancing the financing of the applicant's slate, taking in to account market readiness of the projects and the opportunities provided by the market or targeted meetings (25%)
- The track record of the applicant including the financial track record and experience of the applicant and any key creatives (25%)
- The appropriateness of the budget submitted (25%)
- The potential of the projects to contribute to a robust screen industry in NSW (25%).

Festival Travel

- The track record of the applicant, including the financial track record and experience of the applicant and any Key Creatives (25%)
- The networking and professional development opportunities provided by the festival (25%)
- The likelihood it will assist the applicant's next project, relative to their level of experience (25%)
- The appropriateness of the budget submitted (25%).

Both Market and Festival Travel

Other relevant factors and risks may also be considered, as determined by Screen NSW, in its sole discretion, including:

- The geographical distribution of funding, the composition of the team and alignment to the Screen NSW priorities [see Key Priority Areas above]

- Assessment of the applicant’s management, its directors and officers and entities or individuals that exercise control over an applicant against the eligibility criteria
- Consideration of NSW-based Executive Producers for travel in exceptional circumstances where Screen NSW is not providing travel support for any other Key Creatives on the project
- Assessment of other factors that may cause applicants to be unsuitable for support, such as any personnel or business activities that could cause reputational or other risk to the NSW Government
- Consideration of a festival, awards ceremony or market not on our current event list (please find our list of [Eligible Travel Destinations](#)) in exceptional circumstances, if it has grown in significance and/or offers unique commercial opportunities for the Applicant and this has been demonstrated in the application. Please contact the Screen Investment Team prior to your submission to discuss your opportunity.

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](#).

What to submit in your application

You must submit all core materials listed on the application form. You must ensure, across the application form and supporting materials, to address the below points:

Market Travel

- Slate Overview including details of each project (Genre, Synopsis, Proposed Budget, Duration, Audience, Key Creatives attached)
- Producer Notes and Financing Strategy
- Evidence of market support, interest and/or commitment (Include targeted meetings – a list of appropriate meetings, including indicating whether they are confirmed and/or pending)
- Team – CVs and bios for all travellers.

Festival Travel

- Evidence of festival selection or major awards nomination
- Cover letter outlining why attending the festival/awards would provide you with a significant networking and professional development opportunity. Please include details of business meetings you are planning or upcoming projects that you wish to pitch as part of the trip.

Assessment process

Applications are received on a rolling basis and are assessed on the eligibility and selection criteria. Sector Investment team members assess projects across our entire suite of development and production programs.

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

Applications will be initially reviewed by Screen NSW staff to ensure they meet eligibility requirements, and all application materials are acceptable. If your application is not eligible you will be notified by email within 28 days of receipt.

If your application is eligible, it will then be assessed by a minimum of one Screen NSW staff member or an external assessor with industry experience. The application will be then reviewed by an assessment panel including a minimum of three Screen NSW staff members, chaired by the Senior Investment Manager (or delegate), and may be attended by a probity representative.

Please note that funding allocation follows a competitive process. Evaluations will consider the assessment criteria outlined above, the availability of funds at Screen NSW, the quality of the application against other applications received during the same assessment period, and the applicant's need for Screen NSW funds.

Final recommendations will be made in writing for approval by the Head of Screen NSW.

We shall endeavour to notify you on the outcome of your application between four to six weeks from the date that Screen NSW acknowledges receipt of a completed application.

Award process

If successful, the applicant must enter into and abide by the terms of an agreement with us, which will include the funding's deliverables and acquittal requirements.

Recipients are required to provide a written report detailing the outcomes of the market as part of the acquittal process. A statement of expenditure will also be required at the time of acquittal.

Variations

Any variations to the Funding Grant Agreement, including project scope or activities, location or timeframes outlined in the application form and Grant Guidelines must be submitted in writing for approval from Screen NSW. Failure to do so may result in the withdrawal of the grant offer.

Screen NSW has the discretion to approve or reject any variation request from a grantee where the grant agreement has already been executed.

To submit a variation request please contact the investment manager assigned to your grant.

If you are unsure if your enquiry qualifies as a variation, contact the Screen Investment team at investment@screen.nsw.gov.au.

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).

Support and contact

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 Investment team at investment@screen.nsw.gov.au