



MELBOURNE FILM OFFICE
**REGIONAL VICTORIA LOCATION
ASSISTANCE FUND (RLAF)**

Film Victoria

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MELBOURNE FILM OFFICE

REGIONAL VICTORIA FILM LOCATION ASSISTANCE FUND

GUIDELINES

The Regional Victoria Film Location Assistance Fund (RLAF) has been established to encourage Victorian filmmakers to utilise locations outside metropolitan Melbourne, and to attract “footloose” productions (ie. projects with interstate and / or international production destination alternatives) to locate in regional Victoria.

The awarding of RLAF grants will be determined by the Production Investment Attraction Fund (PIAF) Committee in accordance with the following RLAF objectives and guidelines.

1. Objectives

The objectives of RLAF are to:

- Increase the level of film and television production in regional Victoria;
 - Make regional Victoria a more desirable production destination
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2. Eligibility

2.1 Projects must utilise regional Victorian locations during principal photography for a minimum five (5) days.

2.2 A project must have its production budget secured before applying for a RLAF grant (and note the RLAF Grant must not form part of your production budget).

2.3 A RLAF grant may be applied to the production of:

- Feature films
- Television series (including Reality TV)
- Mini-series
- Telemovies
- Animation series
- Documentaries

2.4 A RLAF grant may not be applied to the production of:

- Infotainment
 - Variety Programs
 - Sports and current affairs Programs
 - Television commercials
 - Short films
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3. Applications for RLAF

3.1 Applications for RLAF grants must be made in writing in the approved form prior to the commencement of principal photography of the project.

3.2 Elements of the budget expenditure in regional Victoria must be clearly highlighted and itemised.

4. Assessment Process

Applications to the RLAF fund will be assessed by the PIAF Committee within one (1) month of receipt of the completed application.

In determining the level of RLAF assistance offered to projects, the PIAF Committee will consider the following factors and elements:

- The number of days spent shooting in regional Victoria;
- The amount of expenditure of the Project's budget in regional Victoria;
- The level of employment of Victorian cast, crew and heads of departments.

RLAF grants will not exceed \$100,000 per project.

5. Payment of fund

A RLAF grant is paid in two stages as follows:

- (a) 75% upon receipt of written confirmation stating that principal photography of the Project has commenced; and
 - (b) 25% upon completion of the Project and receipt by Film Victoria of the following:
 - Written confirmation of the Project's completion in Victoria
 - Deliverables (as listed below in Item 7)
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6. RLAF Agreement

The RLAF Agreement will set out the terms and conditions of the RLAF Grant, including that:

- the Project must achieve the agreed production spend and shoot days in regional Victoria;
 - the Producer must deliver certain specified materials to Film Victoria on completion; and
 - the information provided to Film Victoria about the Project must remain true and correct.
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7. Deliverables

At the completion of the Project applicants will be required to provide Film Victoria with the following:

- a) Credit - Film Victoria must be given a single frame credit in the tail credits, but not the last credit of the Project. You must liaise with Film Victoria for the correct credit and logo specifications, prior to lock off of any credits for the Project.
 - b) Delivery Materials - Film Victoria will require the following delivery materials:
 - A completed RLAF Questionnaire (form available at www.film.vic.gov.au).
 - A final Cost Report submitted in the same financial year as completion of the Project in regional Victoria, which provides evidence that the Project satisfies RLAF requirements as to the level of expenditure of the Project's budget in regional Victoria.
 - Final Shoot Schedule
 - Final Cast and Crew List
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- Publicity materials (to be used by Film Victoria in its annual reports, web site, programs, press advertisements, press releases, posters and other promotional materials), including:
 - A minimum of 12 high resolution colour digital stills, including a minimum of six (6) stills highlighting the completed Project, and four (4) stills highlighting the making of the Project and regional Victorian locations
 - Two (2) electronic press kits (if created), (one (1) on Digital Betacam and one (1) on DVD).
 - Two (2) DVD copies of the Project, and one (1) Digital Betacam copy of the Project for Film Victoria's archival purposes.
 - One (1) copy of any poster or flier created for, or in connection with the promotion and distribution of the Project.
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8. Confidentiality

If the Applicant is successful in obtaining a grant under RLAF, the Applicant agrees to keep confidential and not communicate, publish or release or permit the communication, publication or release the RLAF Grant amount. The RLAF application and any grant approved by the PIAF Committee must be treated as commercial in confidence. Film Victoria undertakes not to release or make public, details of the Project budget without prior approval of the applicant.

For more information

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