

## Regional Location Assistance Fund (RLAF) Guidelines

### Essentials

#### **About this Program**

- / Film Victoria's *Regional Location Assistance Fund (RLAF)* offers [grants](#) to encourage Victorian, interstate and international film and television productions to locate production activity in regional Victoria.
- / The objectives of RLAF are to:
  - Attract production activity to regional Victoria (as identified in this [map of Victorian regions](#))
  - Increase business and employment opportunities for regionally based companies and residents
  - Promote regional Victorian locations.

#### **What are we looking for?**

- / Screen projects that will increase employment and filming activity in regional Victoria.

#### **Who is eligible?**

- / Production company or studio undertaking production for an eligible project in regional Victoria.
- / Regionally based production companies undertaking filming in regional Victoria that meet all the above criteria may be eligible for support through this program, to be assessed on a case by case basis.

#### **What projects are eligible?**

- / To be eligible, projects must:
  - Be either:
    - [Fiction - feature](#) film, [telemovie](#), [mini-series](#), [pilot](#) or series; or
    - [Documentary - feature](#) film, [television one-off](#) or series.
  - Use regional Victorian locations for a minimum of five days during [principal photography](#) where the majority of crew/cast will be accommodated in proximity to the regional filming location
  - Meet a minimum qualifying expenditure of \$100,000 in regional Victoria on approved elements (see section below on 'What can you receive funding for?')
  - Have evidence of genuine marketplace interest for commercial release or distribution of the project ([theatrical release/broadcast television/commercial online distribution](#))
  - Employ screen industry practitioners (with credits on professionally produced projects) on, at least, minimum Australian industry award rates.
- / Applications must be submitted to and approved by the [VSED Committee](#) prior to commencement of principal photography.

## ***What is not eligible for this program?***

- / The following are not eligible for a RLAF grant:
  - [Infotainment](#), reality and magazine shows
  - Variety programs and [light entertainment](#)
  - Sports and current affairs programs
  - Television commercials
  - [Short](#) films (<60mins)
  - Community television
  - Student films
  - Applications from federal or state government departments or entities.

## ***What can you receive funding for?***

- / The amount of a RLAF grant is calculated as a percentage of [Qualifying Regional Victorian Expenditure](#) on a project, including:
  - Payments made to regional Victorian residents or regional Victorian companies for goods or services
  - Salaries (pro rata to the period of regional filming) and other expenses paid to, or incurred by, any regional Victorian resident for the period where that activity is undertaken in proximity to their regional residence
  - Fees for production and other services provided by regional Victorian companies
  - Per diems, accommodation and other associated living-away-from-home costs incurred by the production company.
- / A full explanation of Qualifying Regional Victorian Expenditure can be found [here](#).
- / If a RLAF grant forms part of the project's finance plan, it will need to be cashflowed as it is not payable in full until final delivery.

## ***Who can you talk to about this program?***

- / Before submitting an application, you are strongly advised to discuss your project with Film Victoria
  - [Joe Brinkmann](#), Manager – Production Attraction & Support via email or on +61 3 9660 3255
  - [Heather Scott](#), Production Attraction & Events Officer via email or on +61 3 9660 3254
- / For technical issues or form submission enquiries please contact our Program Services Officer, [Kate Darrigan](#) via email or on +61 3 9660 3203.

## **The Details**

### ***What happens after you apply?***

- / Your application will be assessed by the [VSED Committee](#) who will take into consideration matters including the following **Assessment Criteria**:
  - The number of days of principal photography undertaken in regional Victoria (minimum of five days)
  - The project's total [Qualifying Regional Victorian Expenditure](#) in regional Victoria
  - The number of employment and business opportunities for regional Victorians
  - The value of the additional activity being brought to the region/s

- The experience and track record of the key production personnel
- The exhibition, broadcast or distribution prospects for the production
- Any other support for the project from Film Victoria
- Other aspects of the project and its production in Victoria which the VSED Committee considers relevant to the objectives of the RLAF program.

### ***How long until a decision is made?***

- / The VSED Committee usually assesses complete applications within four weeks of submission.
- / If your project is time critical, you should discuss it with our [Manager – Production Attraction & Support](#) before submitting your application.

### ***What happens if you get funding?***

- / Successful applicants will enter into a standard, agreement with Film Victoria, setting out the terms and conditions of the RLAF grant, including:
  - The project must achieve the agreed production spend and shoot days in regional Victoria
  - Film Victoria must be credited on the project
  - The applicant must assist Film Victoria and the Victorian Government with publicity and media opportunities to promote the project’s production activity in regional Victoria
  - Details of the deliverables to be provided to Film Victoria on completion of production including a final cost report (evidencing regional production spend), completed RLAF questionnaire, schedules, copies of the project and production stills.
- / RLAF grants are generally paid in three instalments:
  - 50% after execution of the RLAF Agreement and Film Victoria’s receipt of confirmation of commencement of principal photography
  - 25% on approval of Film Victoria’s final credit on the project (prior to mastering)
  - 25% upon completion of the project and Film Victoria’s receipt of all deliverables.
- / Film Victoria reserves the right to withhold or vary the amount of any instalment if any requirements are not satisfied (including reaching the minimum regional Victorian spend or delivery of the deliverables).

### ***What happens if you don’t get funding?***

- / If your application is unsuccessful, we will contact you to let you know.
- / At that stage, you may wish to contact our [Manager – Production Attraction and Support](#) for feedback on your application.

### ***What will help your application?***

- / Read these guidelines thoroughly and check your eligibility. Terms [underlined in green](#) appear in the website glossary.
- / Review the [online application form](#) – make sure you have all required documents ready to be submitted with the application.
- / Make sure your application addresses the **Assessment Criteria**.

**Ready to start your application?**

**[Start your application](#)**