

## **2019 STORYHIVE Documentary Edition Submission Rules.**

BY REGISTERING TO SUBMIT A PROJECT FOR CONSIDERATION, YOU HEREBY ACKNOWLEDGE THAT YOU HAVE READ, UNDERSTAND AND AGREE TO ALL OF THE FOLLOWING TERMS AND CONDITIONS (the "TERMS").

TELUS STORYHIVE ("TELUS") has developed a digital funding platform called "STORYHIVE" to award grant funding and distribution to local content creators, and support the creation of locally-produced programming available on TELUS Optik TV On Demand (via TELUS STORYHIVE / TELUS Community Television).

For this 2019 STORYHIVE Documentary Edition (the "STORYHIVE Edition" or the "Edition"), each participant (the "Project Lead") must submit a multimedia application which contains a pitch for a locally reflective Documentary (a "Project"). After a successful application, moderation and selection by either voting or jury, a Project Lead could then be eligible to receive one of 30 available \$50,000 grants (the "Grant(s)"), (available to BC and Alberta residents only) from TELUS to produce their Project. The 30 successful projects (the "Top Projects") will also receive distribution on select TELUS platforms, and the producing teams will receive mentorship and training. Projects Leads will retain the rights, including copyright, to their finished Projects.

STORYHIVE will be accepting pitches for the 2019 STORYHIVE Documentary Edition starting April 9, 2019. The deadline to submit a pitch to the 2019 STORYHIVE Documentary Edition is noon (12:00 pm) PDT/1:00 pm MDT on May 7, 2019. All submitted projects will then be moderated and 50% (15) of the Top Projects will be determined by community voting results and the other 50% (15) of Top Projects will be selected by a TELUS jury. Each of the 30 Project Leads responsible for their submitted Project will then be required to sign the TELUS STORYHIVE Community Access Licence Agreement (the "TELUS Grant Agreement"). The final delivery date for each Project will be June 1, 2020.

## **1. ELIGIBILITY**

To be eligible to apply to STORYHIVE and receive a Grant, all Projects must be led by an eligible Project Lead who will act as the primary applicant and accept responsibility for the obligations under these Terms and, if applicable, under the terms of the TELUS Grant Agreement. Project Leads will retain all the rights including copyright to the completed Project. Once the project is submitted, the Project Lead cannot change. For clarity the Project Lead can be first time producers/filmmakers - previous experience is not required to be eligible.

Each Project Lead must:

1. Be the age of majority, or older, in their province of residence (British Columbia or Alberta) as of the 2019 STORYHIVE Documentary Edition intake deadline date, May 7, 2019 at noon (12:00 pm) PDT//1:00pm MDT;
2. Be a resident of one of the following communities in British Columbia or Alberta:
  - **Calgary**, including: Brooks, Calgary, Canmore, Chestermere. Cochrane, High River, Okotoks, Didsbury, Cranbrook
  - **Edmonton**, including: Beaumont, Camrose, Devon, Drayton Valley Fort Saskatchewan, Hinton, Leduc, Morinville, Spruce Grove, Stony Plain, Stony Plain I.R #135, St Albert, Vegreville, Wetaskiwin, Edson, Westlock, Whitecourt
  - **Fort McMurray**, including: Aznac
  - **Grande Prairie**, including: Slave Lake, Peace River
  - **Kamloops**, including: Salmon Arm, Williams Lake
  - **Kelowna**, including: Armstrong, Creston, Kelowna, Osoyoos, Trail
  - **Lethbridge**, including: Coaldale, Taber
  - **Medicine Hat**, including: Redcliff
  - **Nanaimo**, including: Campbell River, Courtenay, Duncan, Lantzville, Chemainus, Port Alberni, Qualicum Beach
  - **Penticton**, including: Oliver, Gallagher Lake, Summerland

- **Prince George**
- **Red Deer**, including: Blackfalds, Innisfail, Lacombe, Ponoka, Sylvan Lake
- **Terrace**
- **Vancouver**, including: Abbotsford, Burnaby, Columbia Valley, Coquitlam, Delta, Ladner, Gibsons, Hope, Sunshine Valley, Langley, Aldergrove, Madeira Park, Garden Bay, Pender Harbour, Maple Ridge, Pitt Meadows, Mission, New Westminster, North Vancouver, Port Coquitlam, Port Moody, Powell River, Sliammon, Richmond, Roberts Creek, Davis Bay, Wilson Creek, Selma Park, Halfmoon Bay, Secret Cove, Squamish, Britannia Beach, Surrey, Furry Creek, Tsawwassen, Vancouver, West Vancouver, Whistler, White Rock
- **Vernon**, including: Salmon Arm
- **Victoria**, including: Cole Bay

1. Be a resident of the community from which they are applying (see eligible communities listed above) and be able to supply current proof of residency for the address listed on their submission;
2. Be a citizen or permanent resident of Canada;
3. Be able to provide complete, clean, unencumbered chain of title for the Project and must enter into a TELUS Grant Agreement with TELUS; and
4. Not be an individual associated with TELUS, including but not limited to the following (the “Excluded Individuals”): the employees, contractors, agents and representatives of TELUS, Optik TV, TELUS Satellite TV or another broadcast distribution undertaking (a BDU) such as Shaw Cable, Shaw Direct or any other Canadian cable or IPTV service provider, or any external partners of TELUS who enter into an agreement with TELUS to assist in any way with this STORYHIVE Edition. Notwithstanding the foregoing, Excluded individuals may participate in a Project as a member of the video production crew, provided they are not the Project Lead.
5. Not be considered a media professional who already has access to the Broadcast System or is known to the public.
6. Consider themselves a emerging content creator and not have received a broadcast licence from a Canadian broadcaster in the last five years.

## Eligible Projects

To be eligible to apply to STORYHIVE for the 2019 STORYHIVE Documentary Edition and receive a Grant:

1. The Project must fall into the category of Documentary
2. To be considered “locally reflective” the Project elements must meet the following criteria:
  1. The Project Lead currently resides in the community, town or city from which they applied (the “Project Lead’s Community of Residence”);
  2. No less than 75% of the filming and production of the Project will take place in the Project Lead’s Community of Residence;
  3. No less than 75% of the budget spent to produce the Project will be spent in the Project Lead’s Community of Residence;
  4. The Project is about people, topics or events that are relevant and connected to the Project Lead's Community of Residence

For additional information, refer to our FAQs

3. the Project must have a self-identified female in at least one of the following key creative roles: Producer, Director, Writer, Director of Photography, Head Animator (for Animation projects only), Storyboard Artist (for Animation projects only), Editor, Composer, Production Designer; Musical Artist (for Musical Video projects only)
4. the Project must be in compliance with all laws, regulations and policies governing content, taste, community reflection and diversity of voices including the Broadcasting Act, CRTC Best Practice Code, CRTC Best Practice Code, and other relevant Canadian codes pertaining to the nature of acceptable content (Please consult the Canadian Broadcast Standards Council Canadian Broadcast Standards Council website for further information), and must otherwise qualify for a G or PG rating;

5. the Project Lead must be able to provide complete, clean, unencumbered chain of title for the Project, must have all the rights, releases and clearances necessary to produce, own and exploit the Project and for deployment of the Project on required TELUS Platforms (as that term is defined below) (including synchronization and master use rights for any music used in the Project), and must enter into a TELUS Grant Agreement with TELUS STORYHIVE;
6. the Project must be a minimum of 20 minutes in length including any and all screen credits (but not including the STORYHIVE bumper and TELUS cards). A maximum length of no more than 60 minutes is recommended.
7. The Project Lead must submit their Project for review on the following dates:
  1. Rough Cut delivery- January 31, 2020
  2. Fine Cut delivery- March 30, 2020
  3. Picture Lock delivery - May 4, 2020
8. the Project Lead must complete technical delivery of the Project to and receive acceptance by TELUS on or before 5:00 pm PDT on June 1, 2020. (Note: all budget overages are the sole responsibility of the Project Lead);
9. the Project must be in a format that can be delivered for distribution on IPTV and online (i.e. meet technical requirements for delivery for both video on demand and online) Note: submitted videos must be in a High Definition format, additional 4K delivery (in addition to HD) is optional;
10. the Project must not have been already shot and/or seeking completion funding. STORYHIVE will allow a maximum of 15% of a Documentary Project to have previously been shot;
11. the Project must be shot in the Project Lead's Community of Residence. However a maximum of 25% of the length of the Project (days) can be filmed outside of the Project Lead's Community of Residence, and a maximum of 25% of the amount of the Project's budget can be spent outside of the Project Lead's Community of Residence;
12. the Project cannot have been previously licensed to a broadcaster or appeared on a major network; and
13. the Project must either be in English or be able to be subtitled or versioned into English.

## **EXCLUSIONS:**

In accordance with CRTC regulations and policies governing content, taste, community reflection and diversity of voices, the following types of applicants and project material are excluded from eligibility:

1. Religious or sectarian organizations (except where they represent non-denominational community and social support services);
2. Political organizations and candidates; and
3. Advocacy or special interest groups

## **INELIGIBLE PROJECTS**

STORYHIVE does not wish to unduly limit the types of content or applications that it supports, and applicants for all types of locally reflective project proposals are encouraged to apply. However, the following types of projects are ineligible for the 2019 STORYHIVE Documentary Edition:

- Fictional projects (including mockumentaries)
- Music Videos;
- Episodic (a single episode pilot is acceptable);
- Lifestyle TV, Reality TV, "How to" Docs and Docusoaps;
- News and Reporting
- Video Game and other applications
- Websites
- Talk shows
- Non-Canadian content

## **2. TOP PROJECT AWARD (GRANT DESCRIPTION)**

30 Top Projects will be eligible to receive a Grant of \$50,000 CAD. Completed Top Projects may be featured on TELUS Optik TV On Demand, TELUS website(s), the STORYHIVE website (the "Website") and/or other TELUS branded Websites or social media platforms (including, but not limited to, YouTube)(together, the "TELUS Platforms"). Completed Top Projects may also be featured on Air Canada's Inflight Entertainment System. Project Leads will retain all the rights including copyright to their finished Projects. The Grant is awarded to the Project Lead and is non-transferable. If the Project Lead wishes to execute the TELUS Grant Agreement under a company name, the Project Lead must own and control at least 51% of the company and the company must be located in the Project Lead's Community of Residence; proof of company ownership and address must be supplied to TELUS.

### 3. HOW TO PARTICIPATE

There is no fee to participate. Only one (1) Project submission is allowed per Project Lead, though the Project Lead is permitted to be a part of other creative teams. On the STORYHIVE platform, creative team members (the "Team Members") may register to join more than one team; however the Project Lead can only lead one Project as the primary applicant and once the Project is submitted, the Project Lead cannot change in the 2019 STORYHIVE Documentary Edition.

**STEP 1: SIGN IN + BUILD YOUR CREATIVE PROFILE:** Join STORYHIVE via the SIGN IN page. Once you sign up as a registered user of STORYHIVE, you will be asked to build your profile and be added to the creative directory. You will be asked to provide the necessary information about your skills, experience, required social links and optional sample or demo reel. You can browse the creative directory to view potential creative Team Members. **Please note: only a user who has signed up as a Project Lead can submit an application for a Grant on STORYHIVE.**

**STEP 2: PARTNER + PITCH + PLAN:** Teams have from **noon (12:00 pm) PDT/1:00pm MDT April 9, 2019 until noon (12:00 pm) PDT/1:00pm MDT May 7, 2019** to complete their Project submission (i.e. the multimedia application/pitch package) on STORYHIVE.com.

The following information is required and will appear to the public on the Project page on the Website:

- Project Title
- Logline (enter text, maximum 120 characters)
- Synopsis (enter text, maximum 800 characters)
- Detailed Pitch Document (fill out template provided, not public facing - only available to STORYHIVE team and jury)
- Community Relevancy
- Category (Documentary)
- Target Audience (select one from list)
- Target Length\* (enter minutes; minimum 20, recommended maximum 60)
- Grant Ask (click on \$50K)
- Max 60 second pitch video (share a YouTube embed public link)
- Project box art (upload JPEG, PNG; 480 x 688 pixels; maximum 6MB)
- Project title card (upload JPEG, PNG; 1920 x 1080 pixels; maximum 6MB)

Along with the above required items, you MAY submit some or all of the following optional content items. These items will appear to the public on your Project page\*:

- Interview Roster
- Visual Style/Production Design
- Target Audience
- Promotional Plan
- Career Acceleration Statement
- Background links (optional; provide up to 3 relevant links to your story)

When all of the required content items are completed and uploaded, the Project Lead can then submit their application and will need to ACCEPT THE TERMS OF THE SUBMISSION RELEASE AGREEMENT.

**MODERATION** Once the intake period closes at noon (12:00 pm) PDT/1:00pm MDT on May 7, 2019, all Projects will be moderated for eligibility against the aforementioned criteria ("Moderation"). Only projects that meet the eligibility criteria outlined above will enter voting and/or be eligible for consideration by the jury. TELUS shall have the sole discretion to determine whether a Project meets the eligibility criteria for the 2019 STORYHIVE Documentary Edition.

**STEP 3: PROMOTE + VOTE:** Eligible Projects will be published on May 28, 2019. The public will be invited to vote for their favourite Projects on STORYHIVE.com from noon (12:00 pm) PDT/1:00pm MDT on May 28, 2019 until noon (12:00 pm) PDT/1:00pm MDT on May 31, 2019. Votes from the community will determine 50% (15) of the Documentary Projects that receive funding.

#### **NOTE ON GAMING / INELIGIBLE VOTING METHODS:**

Any attempt to tamper with the Project submission or voting process, interfere with these Submission Terms, deliberately damage the Website or undermine the administration, security or legitimate operation of the STORYHIVE Edition, in TELUS' sole discretion (collectively referred to as "Prohibited Acts"), may result in disqualifying applicants from this and future STORYHIVE Editions. For further clarity, Prohibited Acts include, without limitation:

1. Exceeding the maximum allowed votes: each day, each user may cast one vote per Project for a maximum of five Projects. Any type of voting outside these rules is prohibited and may result in disqualification from voting and participation in the STORYHIVE Edition.
2. Use of automated equipment: the use of any automated equipment to participate in voting on this STORYHIVE Edition is prohibited.
3. Use of invalid voting procurement methods: the use of vote acquisition or vote exchange platforms (e.g. [getonlinevotes.com](http://getonlinevotes.com)) is prohibited.

**STEP 4: AWARD + PRODUCE:** Successful Projects will be announced the week of July 22, 2019. If your Project is selected to receive a grant, TELUS will contact the Project Lead. TELUS will verify the eligibility of the Project Lead and Project and if applicable, will provide the Project Lead with a TELUS Grant Agreement for review and signature. Following the full execution of the TELUS Grant Agreement and the receipt, acceptance and/or approval by TELUS, in its sole discretion, of any contractual preconditions (if applicable), grant funds will be released in a drawdown schedule as set out therein.

Successful Project Leads that have completed the TELUS Grant Agreement must deliver their final Projects to TELUS on or before 5:00 pm PDT on June 1, 2020, unless otherwise specified in the TELUS Grant Agreement.

Other dates to consider;

Rough cut delivery - January 31, 2020

Fine cut delivery - March 30, 2020

Picture Lock delivery - May 4, 2020

#### **STEP 5: DISTRIBUTE + WATCH:**

Completed Projects in the 2019 STORYHIVE Documentary Edition may be made available on TELUS platforms, community screenings, various social media channels and distributed by partners of TELUS STORYHIVE.

#### **SCHEDULE OF MAIN EVENTS**

April 9 - May 7, 2019	Submissions Open
May 28 - 31, 2019	Online Voting
Week of July 22, 2019	Grants Announced
July 24, 2019	Pre-Production begins
Sept 14/15, 2019	Creators Workshop
Sept 16, 2019 - June 1, 2020	Production
January 31, 2020	Rough cut delivery
March 30, 2020	Fine cut delivery
May 4, 2020	Picture Lock delivery
June 1, 2020	Final Delivery

#### **4. GENERAL CONDITIONS**

TELUS reserves the right, but not the obligation, to verify all Project submissions. Any attempt to tamper with the entry process, interfere with these Terms, deliberately damage the Website or any website or undermine the administration, security or legitimate operation of the STORYHIVE Edition, is a violation of criminal and civil laws and TELUS reserves the right, but not the obligation, to seek damages and/or other relief from all persons responsible for such acts to the fullest extent permitted by law, which may include banning or disqualifying participants from this STORYHIVE Edition and future STORYHIVE Editions.

**REFUSAL OF A GRANT.** The refusal by a potential or declared recipient of a Grant to accept the Grant awarded in accordance with the Terms shall release and forever discharge TELUS and its affiliated companies or related companies and their advertising and promotional agencies, contractors and service providers, and their respective shareholders, officers, directors, employees, agents and representatives (collectively, the "Beneficiaries"), from any and all obligations related to the Grant.

**RELEASE.** Each Project Lead and all Team Members hereby releases and holds harmless the Beneficiaries from any and all liability for any and all damage, loss or liability suffered as a result of or arising from their participation in the STORYHIVE Edition.

If you are successful with your Project submission, Grant recipients may have their Project distributed on the TELUS Optik TV On Demand service and will be required to sign a TELUS STORYHIVE Submission Release Agreement.

**LIMITATION OF LIABILITY.** The Beneficiaries are not liable for faulty computer components, software, or links; the loss or non-existence of communications capability; or faulty, incomplete, incomprehensible, or erased computer or network transmissions that make it difficult, or render a user unable, to use the Website or any Website feature, howsoever caused, the malfunction of, or damage caused to, any telephone or network or lines, computer equipment, data or software, online systems, servers or access providers; or the security or privacy of information transmitted via computer networks; or for breaches of privacy due to interference by third party computer "hackers". The Beneficiaries are not liable for any harm suffered directly or indirectly as a result of downloading any Web page or software or transmitting any information related to entry in the STORYHIVE Edition. Further, the Beneficiaries assume no responsibility for entries lost, stolen, delayed, damaged or misdirected. The Beneficiaries do not guarantee access to or non-interruption of the Website during the STORYHIVE Edition or that it will be free of any errors.

**OWNERSHIP.** A Canadian-controlled company or a Canadian citizen or permanent resident of Canada must own: (a) the master recording of the music featured in the Project; and (b) the Project.

**CONSENT.** By entering the STORYHIVE Edition, each Project Lead and Team Member consents to the use by TELUS of their names, city of residence, photograph, voice and/or image for publicity purposes in all media,

without payment or compensation.

MODIFICATION. TELUS reserves the right, at its sole discretion, to cancel, terminate, modify or suspend this STORYHIVE Edition, in whole or in part, in the case of the occurrence of an event, an error or any human intervention that could corrupt or affect the administration of this STORYHIVE Edition as provided in these Terms.

IMPOSSIBILITY TO ACT DUE TO FORCE MAJEURE. The Beneficiaries shall not be responsible for any damages for a failure to operate this STORYHIVE Edition in accordance with these Terms in any case where their incapacity to act results from circumstances or a situation beyond their reasonable control or because of a strike, lock-out or any other labour dispute in their company or those of businesses which services are used for holding this STORYHIVE Edition, war, riot, insurrection, earthquake, terrorism, civil commotion, fire, flood, accident, storm or any other act of nature.

DECISIONS OF TELUS. All decisions of TELUS and/or those of its representatives regarding this STORYHIVE Edition are final and binding.

If you have any questions regarding the eligibility of your Team Members, your Project or the Grants, or would like a hardcopy of these Terms mailed to you, please email us here: [storyhive@telus.com](mailto:storyhive@telus.com)

Please print or save a PDF of these Terms by clicking the button below.

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