



AUSTRALIAN
INTERNATIONAL
DOCUMENTARY
CONFERENCE

AIDC AWARDS

Submission Guide

Want to submit to the AIDC Awards? This guide provides you with all the information you need.

The AIDC Awards have been established to recognise the outstanding work of new Australian documentary and factual content. The Awards cover six categories:

- Best Feature Documentary
- Best Documentary/Factual Series
- Best Documentary/Factual Single
- Best Short-Form Documentary
- Best Audio Documentary
- Best Interactive/Immersive Documentary

Each category is designed to celebrate the talent and expertise of Australian content creators across long and short form documentary and factual content, as well as non-traditional areas of audio documentary and other forms of documentary storytelling through new and emerging media.

AIDC is inviting documentary and factual entries across the six categories. All entries must be able to demonstrate a **public release** - which is considered a premiere in Australia for the first time - between **1 July 2019 and 1 February 2021**. **AIDC will make exceptions for all entries whose release dates have been affected by COVID-19**. Entries that have had an International premiere within these dates but which have not yet premiered in Australia are also eligible.

Each category will be judged by an independent jury of three jurors. The AIDC Awards will be presented at the closing night of AIDC on Wednesday 3 March 2021. These awards will be presented in addition to AIDC's prestigious **Stanley Hawes Award**.

Opening Date: Wednesday 28 October 2020 9:00 AEDT

Regular Closing Date: Wednesday 2 December 2020 at 23:59 AEDT

Late Closing Date: Wednesday 16 December 2020 at 23:59 AEDT

Late entries will not be accepted. Once submitted, entries can no longer be amended.

For all questions, please contact awards@aidc.com.au

To submit to the Awards, follow the hyperlinks to the AIDC Awards Portal on the [AIDC Awards webpage here](#).

ELIGIBILITY CRITERIA

Below includes information on how to submit for the AIDC Awards. For information on nominating for the Stanley Hawes Award, please see page 6 of this document.

- To be eligible for the AIDC Awards, entrants will need to demonstrate a **public release** (ie. a premiere in Australia or internationally for the first time), which is being defined as any of the following:
 - Broadcast on a commercial or public broadcaster in Australia or internationally;
 - Broadcast on a cable service in Australia or internationally;
 - Available on a streaming platform as an acquisition or commissioned work;
 - Screening in competition at a film festival in Australia or internationally.
 - For audio documentaries, commissioned for a streaming service or curated platform, or a demonstration of a commission will be acceptable.
 - For interactive/immersive works, a public release will be considered as any curated release including displays in galleries, museums, festivals, online etc.

AIDC recognises the myriad of ways in which a public release can be defined and that the above may not cover all curated forms of public release particularly for less traditional forms. If you are in doubt about whether or not your release platform is eligible, please contact the friendly AIDC team via awards@aidc.com.au prior to submission.

- At least one key creative (producer, director, writer) on the production must be an AIDC member. An AIDC member is anyone who attended the conference either in the previous year (AIDC 2020) or has purchased a pass for the current year (AIDC 2021). If no-one in the team is a member, a membership can be purchased for \$33 (inc. GST) by emailing aidc@aidc.com.au prior to submission. This will not grant you access to the 2021 conference.
- The submitted entry must include one Australian citizen or permanent resident as a key creative. Submissions can include official and unofficial co-productions, including projects that are 100 per cent foreign funded.
- By default, each AIDC Award will recognise the title and production company as an entity. Alternatively, up to three people can be nominated to be recognised for the award (in addition to the production company). In this situation, AIDC encourages teams to include the key creatives. Where the entry is a co-production, AIDC will recognise all production companies involved.

CATEGORY DEFINITIONS

AIDC defines documentary and factual as “a program that is a creative treatment of actuality other than a news or current affairs, sports coverage, magazine, infotainment, or light entertainment program”, as per the Australian Communications and Media Authority (ACMA) definition. Other areas that are not eligible include live-performances with no creative treatment, talk shows, instructional and/or promotional programs. This definition will be applied across all categories of the Awards, including one-off titles and series, as well as less traditional forms.

Additional descriptions for individual categories are included below, however, if you are unsure if your submission is eligible, please contact the AIDC team for assistance via awards@aidc.com.au.

Best Feature Documentary

An individual, stand-alone documentary, that is 60 minutes or more in length.

Best Documentary/Factual Series

Episodic series, or multi-part documentaries of no less than two episodes. Episodes should be more than 20 minutes in length (series with episodes shorter than 20 minutes in length are eligible for the Short-Form category). This excludes programs such as talk shows, reality television series, competition programs or programs that consist primarily of news reporting. Up to three individual episodes of a series can be submitted, not the complete series. Series entries are eligible if any episode has screened in the release window listed in the eligibility criteria. Standalone programs from a curated strand should be submitted in the Best Documentary/Factual Single category.

Best Documentary/Factual Single

An individual, stand-alone documentary or factual program of between 40 and 59 minutes. Please note: this category includes stand-alone episodes in a curated strand.

Best Short-Form Documentary

Individual documentary or factual program under 40 minutes, including short documentaries within a curated series. For a series, episodes must be under 20 minutes. For a series, up to three individual episodes can be submitted, not the complete series.

Best Audio Documentary

All audio documentary entries including singles or series that demonstrate the creative treatment of documentary. For series, up to three individual episodes can be submitted, not the complete series. Submissions of audio documentaries that are predominantly news reporting, fictional or conversational/entertainment or repackaged broadcast programs are not eligible.

Best Interactive/Immersive Documentary

Entries spanning non-traditional formats driven by emerging technology platforms including but not limited to virtual reality (VR), augmented reality (AR), mixed reality (MR), interactive web series and the Internet of things (IoT).

ENTRY FEES & SUBMISSION PROCESS

To be eligible, the following submission fees apply.

SUBMISSION FEE	Regular Closing Date (closing 2 December)	Late Closing Date (closing 16 December)
Best Feature Documentary	AUD \$175	AUD \$250
Best Documentary/Factual Series		
Best Documentary/Factual Single		
Best Short-Form Documentary	AUD \$100	AUD \$200
Best Short-Form Documentary - Leading Lights 2020*	AUD \$50	AUD \$100
Best Audio Documentary	AUD \$100	AUD \$200
Best Interactive/Immersive Documentary	AUD \$100	AUD \$200
Stanley Hawes Award	Free to nominate	Free to nominate.

HOW TO SUBMIT

To submit an entry to **Best Feature Documentary**, **Best Documentary/Factual Series** or **Best Documentary/Factual Single**, [please submit via the AIDC Awards portal here](#).

For categories including **Best Short-Form Documentary**, **Best Audio Documentary** or **Best Interactive/Immersive Documentary**, [please submit via the AIDC Awards portal here](#).

*Delegates who attended AIDC in 2020 as a Leading Lights recipient are eligible to receive a 50% discount on the **Best Short-Form Documentary** submission fee. For a discount link, please contact jacqueline@aidc.com.au.

A sample of the submission questions can be found on page 7 of this document.

SUBMISSION MATERIALS

In order for entries to be considered, AIDC asks that you kindly provide the following materials:

- An online screener or link containing the **publicly released** version of the entry. For environmental reasons, AIDC will not be able to accept physical screeners. Screeners (including password-protected links) must remain live until March 4, 2021. Please include the title of your entry in the naming of the digital file provided.

- For film and television entries, please submit your project as a link that can be streamed or downloaded in full HD 1920 x 1080 with stereo audio as a MPEG-4 (.mp4) .
- For audio documentary entries, please submit a link that can be streamed or downloaded in .mp3 file format.
- For immersive/Interactive entries, please contact AIDC if the above is not suitable for your project and you'd like to submit in another way.
- A proof of release (or the postponement of a release) within the release dates outlined by AIDC when submitting or in the process of adjudication.
- A 30-second clip from the entry (no trailers) that can be downloaded in full HD 1920 x 1080 with stereo audio as a MPEG-4 (.mp4).
- Promotional images of the entry for publicity that can be downloaded as follows:
 - a print resolution JPEG, saved at 300 dpi, A3 size, 297 x 210mm (file size between 2-5 MB)
 - a web format JPEG, saved at 2000 x 1250 pixels.

JUDGING PROCESS

- Judges will be selected by AIDC on their merit within the category that they are adjudicating.
- The judges will either be currently working in the area they are evaluating or have significant experience in the field.
- Judges will be vetted for all conflicts of interest prior to selection.
- Judges will be announced alongside the shortlisted entries.
- Each category will have three judges.
- Judges will evaluate all entries in their category.
- Judges will only review the version submitted in the original submission. New or revised versions will not be accepted.
- An AIDC convenor will moderate all deliberation sessions.

JUDGING CRITERIA

Judges will be asked to deliberate against the following criteria:

- Originality of the subject
- Creative treatment of the subject
- Quality of the storytelling (including emotional engagement)
- Integration of craft & technical elements (editing, sound, design, etc.)

SHORTLIST SELECTION PROCESS

- Entrants will be notified via email in early February if they have been nominated for the shortlist in their category.
- Entrants have the opportunity to withdraw their nomination within a three-day period after being notified of their selection.

- Nominated entries will be announced in a press release and invited to attend the Awards as part of AIDC's closing night on Wednesday 3 March 2021.

STANLEY HAWES AWARD

In addition to these six AIDC Awards, AIDC continues to seek nominations for the prestigious Stanley Hawes Award. The \$5,000 Stanley Hawes Award is presented annually at the Australian International Documentary Conference (AIDC) to a person who has made an outstanding contribution to the Australian documentary, factual or unscripted screen sector.

STANLEY HAWES AWARD NOMINATION & JUDGING PROCESS

Nominating a candidate for the Stanley Hawes Awards is simple, requiring only a written statement of 200 words. There is no cost to nominate someone, however to nominate someone you must be an AIDC member. To become an AIDC member, contact aidc@aidc.com.au.

Nominations will be judged via secret ballot by the AIDC Board, with the winner invited to present a keynote address to all delegates at AIDC. For more information on the Stanley Hawes Award, [please visit the AIDC Stanley Hawes Award webpage](#). The key dates remain the same as the AIDC Awards, with nominations closing at 23:59 AEDT on Wednesday 16 December.

To nominate someone for the Stanley Hawes Award, [submit a nomination via the Stanley Hawes Award submission portal here](#).

KEY INFORMATION AND DATES

Opening Date: 9:00 AEDT Wednesday 28 October 2020
Regular Closing Date: 23:59 AEDT Wednesday 2 December 2020
Late Closing Date: 23:59 AEDT Wednesday 16 December 2020
Successful Projects notified: Early February 2021
AIDC Awards: Wednesday 3 March 2021
For all enquiries, please contact: awards@aidc.com.au

SUBMISSION QUESTIONS - AIDC AWARDS
(EXCLUDING STANLEY HAWES)

Included in this document is the list of questions you will need to answer to complete your submission for the AIDC Awards. We recommend that you prepare your answers ahead of time

FIRST STEP: You will first be required to create an AIDC account via the AIDC Awards portal link. A verification link will be sent to your email address, and you can now activate your account. You will be automatically redirected to sign in with your account details. (Please check your junk or spam folder if you have not received a verification email).

Keep a record of your log-in email and password in order to return to your incomplete submission. The application will be automatically recorded as it's being completed, so if you need to return to an incomplete application, log-in and select the 'Dashboard' to retrieve it.

IMPORTANT - Once your application has been 'submitted', you will be unable to return to amend it, so please submit only when you have prepared your full submission.

AWARDS SUBMISSION FORM - LONG FORM - Submissions for **Best Feature Documentary, Best Documentary/Factual Series, Best Documentary/Factual Single.**

AWARDS SUBMISSION FORM - SHORT FORM & OTHER - Submissions for **Best Short-Form Documentary, Best Audio Documentary, Best Interactive/Immersive Documentary.**

ENTRY ELIGIBILITY

Please note: At least one key creative (producer, director, writer) on the production must be an AIDC member. A member is someone who has registered for AIDC 2020 or 2021. Alternatively, you can become an AIDC member at a cost of \$33 by contacting aidc@aidc.com.au. (This will not grant you access to the 2021 conference).

- You or someone on your team are a member of AIDC.
- One key creative is an Australian citizen or permanent resident.
- The entry has had a public release between 1 July 2019 and 1 February 2021 in accordance with AIDC's guidelines.

WHICH CATEGORY ARE YOU ENTERING?

AWARDS CATEGORY

- Best Feature Documentary
- Best Documentary/Factual Series

- Best Documentary/Factual Single
- Best Short-Form Documentary
- Best Audio Documentary
- Best Interactive/Immersive Documentary

YOUR SUBMISSION

- SUBMITTER NAME
 - Email Address
 - Mobile Number
 - Country
- SUBMITTER ROLE:
 - Producer
 - Director
 - Financier/Broadcaster/Distributor
 - Other
- COMPANY/ORGANISATION OF SUBMITTER (Optional)
- SUBMISSION TITLE
- LENGTH (IN MINUTES)
If series, please enter the average length of an episode.
- PRODUCTION COMPANY/COMPANIES
- COUNTRY/COUNTRIES OF PRODUCTION
- LOGLINE (up to 30 words)
- SYNOPSIS (up to 100 words)
- IS YOUR ENTRY IN ENGLISH OR SUBMITTED WITH ENGLISH SUBTITLES?

MATERIALS

All links must remain live until March 4, 2021.

For **film and television** entries, please submit your project as a link that can be streamed or downloaded in full HD 1920 x 1080 with stereo audio as a MPEG-4 (.mp4).

For **audio documentary** entries, please submit a link that can be streamed or downloaded in .mp3 file format.

For **immersive/interactive** entries, please contact AIDC if the above is not suitable for your project and you'd like to submit in another way.

- SCREENER LINK
- PASSWORD (IF REQUIRED)

Only one link can be submitted for **Best Feature Documentary** and **Best Documentary/Factual Single**. Up to three links can be submitted for all other categories.

- 30 SECOND CLIP OF KEY SCENES (NO TRAILERS)
- PASSWORD (IF REQUIRED)

Please upload a downloadable HD 1920 x 1080 with stereo audio as a .mp4 or .mp3 file for audio docs.

- A PROMOTIONAL IMAGE

Please upload an image which can be downloaded as either:

- A print resolution JPEG, saved at 300 dpi, A3 size, 297 x 210mm (file size between 2-5 MB)
- A web format JPEG, saved at 2000 x 1250 pixels.

PROOF OF PUBLIC RELEASE

- DATE OF RELEASE

Please note the date of first public release must fall within **1 July 2019** and **1 February 2021**.

- RELEASE PLATFORM

- Broadcaster
- Theatrical release
- Streaming service
- Film Festival
- Other

- PDF DEMONSTRATING PUBLIC RELEASE.

Please upload a .pdf demonstrating public release or postponement of a release due to COVID-19).

AWARD ACKNOWLEDGEMENT

The AIDC Award is by default awarded to the title and production company listed above. Alternatively, please list the three roles to be recognised alongside the title, should the award be shortlisted. (Please note, in this case, the production company will not be recognised on the award).

- ROLE 1:
 - Role on Project
 - Nominee Details:
 - First name
 - Last name

- Email Address
 - Contact Number
 - ROLE 2:
 - Role on Project
 - Nominee Details:
 - First name
 - Last name
 - Email Address
 - Contact Number
 - ROLE 3:
 - Role on Project
 - Nominee Details:
 - First name
 - Last name
 - Email Address
 - Contact Number
-

AGREEMENT

By selecting "I agree" the submitter is agreeing to the Terms and Conditions for submitting to the AIDC Awards as outlined on the AIDC Awards webpage, and to completing the payment information on the next page. Submissions cannot be processed until the payment is complete.

BILLING INFORMATION

Payments vary according to category selected.

- COMPANY NAME
 - FIRST NAME
 - LAST NAME
 - ADDRESS LINE 1
 - ADDRESS LINE 2
 - ZIP CODE
 - CITY
 - STATE
 - COUNTRY
 - ABN
-

AIDC AWARDS TERMS & CONDITIONS

1. Terms and Conditions

- 1.1. By applying to enter a project to the AIDC Awards, you agree to accept and be bound by the following terms and conditions, and acknowledge that failure to comply with them may result in disqualification. All national and local laws and regulations shall apply.
- 1.2. Any enquiries relating to the AIDC Awards should be emailed to awards@aidc.com.au.

2. Dates

- 2.1. Entries for the AIDC Awards open at 9:00 (AEDT) on 28 October 2020 (Opening Date). Submissions will be accepted until 23:59 (AEDT) 2 December 2020 at the regular submission fee rate, and until 23:59 pm (AEDT) 16 December 2020 at the late submission fee rate (Late Closing Date).
- 2.2. Shortlisted entrants will be notified by the Organisers in early February 2021, and their names announced publicly in a press release.
- 2.3. Selected entries will be invited to participate in the Awards Party, which takes place on Wednesday 3 March 2021, but will not be required to attend.

3. Entrants

- 3.1. All employees of AIDC Ltd and any of its subsidiaries and their families are not eligible to submit projects for the AIDC Awards.
- 3.2. Each entrant must provide up to date and accurate contact information when they submit their entry to enable the Organiser to contact them for further information or update on the status of the entry before or after the Late Closing Date.
- 3.3. If there is any dispute as to the identity of an entrant, the Organiser reserves the right, in their sole discretion, to determine the identity of the entrant.
- 3.4. Entrants can submit multiple entries of works in the same or different categories.

4. Entry Requirements

- 4.1. The AIDC Awards accepts entries that are official and unofficial co-productions, including projects that are 100 per cent foreign-funded as long as one key creative is an Australian citizen or permanent resident.
- 4.2. Entrants must be the rights holder in the work.
- 4.3. Entries need to fit one of the six categories defined in the guidelines or have approval for entry from the Organiser. If an entry does not immediately fit one of the categories outlined above, AIDC will at its discretion offer some flexibility in order to ensure it has a category in which it can be submitted.
- 4.4. Only entries that can demonstrate either a public release within the specified window as defined in the guidelines or a postponed public release due to COVID-19 will be eligible.
- 4.5. Entries must demonstrate that at least one key creative is an AIDC member at the time of submission.
- 4.6. Each entry must be in English or be submitted with English subtitles.
- 4.7. Individuals, teams or companies may apply.
- 4.8. Entrants must be 18 years of age or over.
- 4.9. There is a submission fee between AUD \$100.00 (incl. GST) to AUD \$250.00 (incl. GST) to cover handling and administration of your entry.
- 4.10. Entry for each project must be submitted via the AIDC Awards portal.
- 4.11. The Organisers accept no responsibility for entries not received for any reason.

- 4.12. The Organiser reserves the right, at any time, to verify the validity of entrants (including an entrant's identity and citizenship/residency status) and reserves the right, in its sole discretion, to disqualify any individual who the Organiser has reason to believe has breached any of these Terms and Conditions or engaged in any unlawful or other improper conduct calculated to interfere with the fair and proper conduct of the Awards.
- 4.13. The Organiser reserves the right to determine the final eligibility of a submission in relation to the eligibility criteria set out above.

5. Intellectual Property Rights

- 5.1. By submitting to the Awards, entrants accept that it is their responsibility to secure clearance from all copyright holders of materials included in the submitted entry.
- 5.2. AIDC reserves the right to disqualify any entry with unauthorised copyrighted materials. Copyright in each submitted project entry remains with the author/s of the entry, subject to this Clause 5.
- 5.3. By submitting to the AIDC Awards, the entrant grants the Organiser the right to make their projects available to the AIDC Awards Jury for their nominated category.
- 5.4. By submitting to the AIDC Awards, the entrant grants the Organiser the right to use their publicity materials should they be shortlisted.
- 5.5. By submitting a project to the AIDC Awards, the entrant grants to the Organiser a non-exclusive, royalty free, perpetual right to use, publish, reproduce and reprint project images and descriptive text on a worldwide basis through all media (including print, digital, radio and social media). Without limiting the above, each entrant acknowledges and agrees that this includes:
 - 5.5.1. Publication by AIDC (print and/or digital).
 - 5.5.2. Press releases announcing shortlisted entries and prize winners.
- 5.6. By submitting a project to the AIDC Awards, each entrant also consents to the Organisers using their name, likeness, image and /or voice in any media for an unlimited period without remuneration for the purpose of promoting the Organisers.

6. Unacceptable Entries

- 6.1. Entries submitted after the final deadline will not be accepted.
- 6.2. Submissions can be withdrawn from competition prior to the nominations announcement release by contacting the Organiser. No refunds will be given for the withdrawal of a submission.

7. Outcome

- 7.1. The juries' decisions will be final and no correspondence will be entered into in relation to their deliberations or decisions. Any entrants found to be lobbying adjudicators prior to the Awards will be disqualified.
- 7.2. Entrants must direct any questions or comments in relation to the AIDC Awards entries to awards@aidc.com.au.

8. Trophies and Prizes

- 8.1. Each winning submission will be presented with one trophy. Additional trophies can be purchased by the winning entrant/s.
- 8.2. Any cash prizes awarded as part of the Awards will be deposited to the bank account nominated by the Entrant. The account must be Australian and details of the account

must be provided to AIDC no more than five (5) business days after the Awards ceremony.

9. Warranties

- 8.1. By submitting a project to the AIDC Awards, the entrant warrants to AIDC that they own all intellectual property rights in their submission, and that their submission:
 - 8.1.2. does not infringe the copyright or any other intellectual property rights of any other person;
 - 8.1.3. does not defame or invade the privacy rights of any third party;
 - 8.1.4. does not infringe any other legal rights, regulations or laws.
- 8.2. By submitting a project to the AIDC Awards, the entrant agrees to be bound by the rules and terms and conditions as set out by the Australian International Documentary Conference.
- 8.3. AIDC shall use its best endeavours to treat all entries confidentially.

9. Liability

- 9.1. Except for any liability that cannot by law be excluded, including the statutory guarantees under the Competition and Consumer Act 2010 (Cth), AIDC (including their respective officers, employees and agents) is not responsible for and exclude all liability (including negligence) for any personal injury; or any loss or damage (including loss of opportunity); whether direct, indirect, special or consequential, arising in any way out of: (i) any technical difficulties or equipment malfunction; (b) any theft, unauthorised access or third party interference; (iii) any submission that is late, lost, altered, damaged or misdirected (whether or not after their receipt by the Organisers) due to any reason beyond the control of the Organiser; (d) any tax liability incurred by the winner or entrant.

10. Data

- 10.1. Any information provided in relation to the AIDC Awards that constitutes personal information under the Privacy Act 2001 (Cth) will be governed by the [AIDC Privacy Policy](#) and these Terms and Conditions. By submitting a project for consideration, all entrants agree to be bound by the AIDC Privacy Policy.

11. Miscellaneous

- 11.1. These terms and conditions shall be governed by the laws of Victoria, Australia and each entrant submits to the non-exclusive jurisdiction of the courts of Victoria, Australia and courts of appeal from them.

12. The Organisers contact details are:

- 12.1. AIDC Ltd ACN 098 558 313 of PO Box 81 Flinders Lane, Melbourne, Victoria, 8009.

THIS INFORMATION WAS UPDATED ON 21 NOVEMBER 2020.