



## APPEAL POLICY<sup>1</sup>

July 24, 2025

### How to appeal

Should your news business receive a determination letter from the CJC-CCJ deeming your application ineligible for funding in 2024, you may initiate a process to appeal the decision.

To pursue a formal appeal, a news business must email a written appeal request (the “request”) to [disputes@cjccj.ca](mailto:disputes@cjccj.ca) within 30 calendar days of the date the Determination Letter is emailed.

The request must:

- (a) Indicate the name of the news business and the news outlet concerned;
- (b) Attach a copy of the Determination Letter;
- (c) Clearly indicate which of the decisions the news business wishes to appeal (the reasons listed in the Determination letter that explain why the news business was deemed ineligible);
- (d) Use the Appeal Policy template to provide the Publisher or Broadcaster Council with the information they require in order to review your dossier and address your appeal. **It is important that you provide documents or information that demonstrate why your news business should be deemed eligible, that counter the reasoning listed in your Determination letter.**

Appeals will be reviewed by either the CJC-CCJ’s Publisher Council or Broadcaster Council, or both, as the case may be.

The relevant Council(s) will review the request, and may request further information from the news business or from third parties before making their decision.

The relevant Council(s) will issue a brief decision in a letter to the news business, that either maintains or modifies the disputed findings (the “Appeal Resolution Decision”).

The CJC-CCJ will endeavour to send the Appeal Resolution Decision to the news business by email within 60 days of the news business’s submission of its request.

### APPENDIX A – What to provide in order to appeal the CJC-CCJ’s determination that your news business is ineligible for funding in 2024

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<sup>1</sup> “Dispute” process as per CJC-CCJ’s Bylaws

Reason for Ineligibility	Materials required to appeal
<p>The content on the website(s) provided in your application suggests that your news business is not <b>operated exclusively for the purpose of producing news content</b> — including local, regional and national news content — consisting primarily of original news content. This means your business is ineligible due to section 2 b) of the CJC-CCJ Eligibility Policy.</p>	<p>Links to your news articles, episodes or programs, including transcripts of the audio or video content for at least two episodes of the news program.</p> <p><b>Example 1 :</b> If you are a <b>broadcaster</b>, you can use an automated tool that transcribes your audio or video news content.</p> <p><b>Example 2 :</b> If you are a <b>publisher</b>, provide direct links to your news articles that demonstrate coverage of recent local, regional or national news.</p>
<p>The content on the website(s) provided in your application suggests that your news business is not operated exclusively for the purpose of producing news content — including local, regional and national news content — consisting primarily of <b>original news content</b>. This means your business is ineligible due to section 2 e) of the CJC-CCJ Eligibility to Share in Compensation policy.</p>	<p>Provide links to news content that is not reproduced from Canadian Press, Reuters, AFP, or other similar news sites, or press releases.</p>
<p>The content on the website(s) provided in your application is not primarily focused on <b>matters of general interest and reports of current events, including coverage of democratic institutions and processes</b>. This means your business is ineligible due to section 2 e) of the CJC-CCJ Eligibility to Share in Compensation policy.</p>	<p>Within the list of news links that were submitted as part of your application, identify the articles that are focused on matters of general interest, and are not relating to sports, recreation, arts, lifestyle, entertainment, and industry-specific news.</p>
<p>The content on the website(s) provided in your application is <b>focused on a particular topic such as industry-specific news, sports, recreation, arts, lifestyle or entertainment</b>. This means your business is ineligible due to section 2 b) and 2 e) of the CJC-CCJ Eligibility to Share in Compensation policy.</p>	<p>Within the list of news links that were submitted as part of your application, identify the articles that are focused on matters of general interest, and are not relating to sports, recreation, arts, lifestyle, entertainment, and industry-specific news.</p>

<p>The content on the website(s) provided in your application is intended to <b>promote the interests or report on the activities of an organization, an association or its members</b>. This means your business is ineligible due to section 2 b) of the CJC-CCJ Eligibility Policy.</p>	<p>Within the list of news links that were submitted as part of your application, identify the articles that are not promoting the interests or reporting on the activities of an organization, an association or its members</p>
<p>The content on the website(s) provided in your application is not <b>indexed on Google Search</b>. This means your business is ineligible due to section 1 and section 2 a) of the CJC-CCJ Eligibility Policy for Publishers, and section 2 a) of the CJC-CCJ Eligibility Policy for Broadcasters.</p>	<p>Provide proof that the headlines of your content appear in a google search when searched in quotation marks.</p> <p><b>Example :</b> The search “Local fireman saves cat” should lead to an article by the same title listed in the results of the google search.</p>
<p>Your application indicates that your news business did not <b>regularly employ two or more journalists in 2024</b>. "Regularly employs" refers to the regular and continuous employment of a journalist, either full-time or part-time, even if the position is temporarily unoccupied. Freelance journalists do not meet the condition of being “regularly employed” because they are not employees. This means your business is not eligible under section 2 e) of the CJC-CCJ Eligibility Policy.</p>	<p>Confirm that your news business regularly employed two or more journalists in 2024, and that you will be able to provide the necessary supporting documentation to the auditors who are reviewing eligible employee time including T4s.</p>