



2003
NATIONAL
CAPITAL
CHESAPEAKE
BAY
EMMY
AWARDS

*National Capital
Chesapeake Bay Chapter*

Deadline: Friday, January 23, 2004 – 7:00pm

National Capital/Chesapeake Bay

EMMY AWARDS

PURPOSE

To recognize outstanding achievements in television by conferring annual awards of merit in the Chapter's designated award region. The presentation of these awards is intended to be an incentive for the continued pursuit of excellence for those working in the television industry and to focus public attention on outstanding cultural, educational, technological, entertainment, news and informational achievements in television.

ELIGIBILITY

NTA members, non-members, producing organizations, and station management may submit entries on the individual's behalf for consideration in the 2003 National Capital/Chesapeake Bay Emmy Awards.

Entries must have been produced for the television markets of the National Capital/Chesapeake Bay region and must have had their first broadcast or cablecast in that awards area during the period from January 1 to December 31, 2003. Entries must not have been available for viewing by more than 50% of the U.S. television homes during the eligibility year. Entries that are available to more than 50% of the U.S. television homes should be submitted to the National Television Academy's national awards (see exceptions). No entry may be submitted to more than one Chapter's awards.

EXCEPTIONS TO THE 50% RULE

The 50% rule does not apply to:

1. Local station news coverage that may receive national exposure.
2. The treatment of a local community issue by a super station that is directed specifically to those living inside the station's home market.
3. A local program that later receives national distribution may compete in both regional and national awards competition, but not in the same eligibility year.
4. Local segments that are eligible to participate as entries in national Emmy competitions (ie. News & Doc Final Four) may compete in both regional and national awards competitions under prevailing rules.

COMMERCIALS, PROGRAM LENGTH COMMERCIALS (INFOMERCIALS) AND CLOSED CIRCUIT PROGRAMS ARE NOT ELIGIBLE.

To be eligible, entries must have been broadcast or cablecast to the general public by a television station, a cable company, satellite or similar distribution system.

MEMBERSHIP

Membership in the National Television Academy is not required to enter the Emmy Awards.

ORIGINAL Material

At least two-thirds of a program entry must consist of original material, unless previously produced material has been given some unique and creative treatment that, in the opinion of the Awards Committee, results in an original program. Entrants must identify all non-original material, including its location in the program.

LANGUAGE OTHER THAN ENGLISH

Spanish language entries may be entered and will be judged by a panel of Spanish speaking, peer judges. Programs in languages other than English may be entered, however judging of these entries in their native language is subject to the availability of qualified, peer judges who speak the language of the entry. Therefore, the National Television Academy requires that entrants submit a tape with English subtitles or with English on a second audio channel, a precis or an English transcript.

To join NTA at the time of entry, check off New Member on the entry form and enclose a separate check payable to NTA-NCCB Chapter for the \$60 membership fee.

MEMBERSHIP in the National Television Academy is not required to enter the Emmy Awards. Among the benefits members receive, however, are lower entry fees and admissions to events.

All videotapes, entry forms, photocopies, master lists and correct entry fees must be delivered by Friday, January 23, 2004 by 7PM EST to: W*USA-TV

4100 Wisconsin Avenue, NW
Washington, DC 20016
Attention: Samara Martin Ewing

ENTRY FEES

JUDGING PROCEDURE

Entries made to this Chapter will be judged by panels assembled by other NTA Chapters. These panels shall be comprised of no fewer than 6 judges who shall be certified as peers. No more than 3 judges may be employed by the same station or company.

Judges may not have a conflict of interest, which is described as having a direct involvement in the production of an entry, or have a personal relationship with a member of the production staff of an entry. Group ownership, by itself, does not necessarily create a conflict of interest.

Individuals by entering agree to release rights to the National Capital/Chesapeake Bay Chapter to rebroadcast clips or segments within the Emmy show.

NON-COMPETITIVE JUDGING

Entries are judged against a standard of excellence and do not compete against each other. The Awards Committee will recommend that one award, more than one award, or no award be given in each category. Any exceptions will be noted in the category description. The Awards Committee's decision will be final.

JUDGING REQUIREMENT

The success of the Emmy Awards process depends upon the willingness of qualified professionals to serve as judges. Peers in another television market are serving this Chapter's entrants. This Chapter will judge another Chapter's entries. By entering, you agree to serve as a judge when asked.

	NTA MEMBERS	NON-MEMBERS
Categories 1-11, 14-21	\$100	\$175
First Additional Entrant	\$125	\$125
Each Additional Entrant	\$150	\$150
Category 12		
Spot News/Team Coverage (one fee)		\$350
Category 13		
Continuing Coverage (one fee)		\$350
Community Service Award (one fee)		\$150
NTA Membership		\$60

The Intentional Falsification of production credits by an entrant may be the basis for the disqualification of the entry.

ENTRY ERRORS AND OMISSIONS

The National Television Academy assumes no responsibility for the acts or omissions of those individuals or entities submitting entries pursuant to this notice. All submitting entities and/or individuals are advised to review submissions with respect to correct name credits and other information. The Academy shall accept all submissions that are not in conflict with any of its rules and regulations.

AWARD OWNERSHIP

Emmy Awards are presented to individuals, not to their employers. Ownership of the Emmy statuette is retained by the individuals and the National Television Academy, even if an employer pays entry fees. Stations, corporations, production companies, cable companies and other employers associated with winning entries may purchase plaques from the Academy that have a replica of the statuette and space to list the names and titles of their employees' winners for display at their offices.

WHO RECEIVES THE AWARD?

Producers receive the Emmy statuette for winning programs, except where noted. Others who work on a winning program entry are eligible to receive production certificates which list their name, the title of the winning entry and the role they played in its production. Production certificates may be ordered from the

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local Chapter.

Individual Achievement (Crafts): In the Individual Achievement Awards, those who actually perform a specific discipline receive the Emmy statuette. Supervising or directing the work of others does not qualify for Individual Achievement Awards, except for achievements in directing categories.

PROMOTION

Emmy winners may refer in advertising and publicity to the fact that they are an Emmy recipient and, for one year after the award was bestowed (thirty days for St. Louis Mid-America Awards), may use a replica of the Emmy statuette in such advertising. A ® registration mark and the appropriate copyright notice: © NTA/ATAS, must accompany any portrayal of the Emmy.

SUBMISSION PROCEDURES

All entries to the 2003 National Capital/Chesapeake Bay Emmy Awards should be submitted on the official entry form provided (or photocopies of the form). Entrants can find forms online at www.capitalemmys.tv. Four copies of each entry form are required and should be included in or attached to the entry videotape box, along with entry and membership fees. Individuals submitting and paying for entries should write a separate check for each entry. Please indicate the category number that your check pays for.

Each station or producing organization submitting more than five entries must submit a master list, by category, listing all of its entries and fees. This master list must accompany the station/organization master check for entry and membership fees.

Please check the NTA website www.capitalemmys.tv for guidelines on submitting a proper master list.

Entries that are missing any information on the form, have incorrect fees and/or do not follow the guidelines set out in this document will be subject to a \$25 reprocessing fee before tapes have been shipped for judging, and a \$50 fee anytime thereafter; or may be subject to disqualification and/or forfeiture of fees. The Academy assumes no responsibility for acts or omissions by the entrant.

Friday, January 23, 2004, is the official deadline for entries. Community Service and Special Awards must be submitted to Chapter Administrator Dianne Bruno by 5PM EST on March 19, 2004. There will be no exception to these deadlines.

All entries must be submitted on small mouth betacam tape or VHS. No 3/4" or DVC Pro entries will be accepted.

Videotapes and videotape boxes must be labeled with the official labels provided (or a photo copy of the label), including spine labels on the outside of the tape box.

Anyone wanting to retrieve their Emmy submission videotapes must do so by contacting the NTA Chapter Administrator within the two weeks following Emmy Night. After that time, any unclaimed videotapes will be recycled. No copyright procedures will be violated.

Questions about proper category or rules? Contact Fran Murphy, Chapter Awards Chair at 301-332-2094 or email FranniM@aol.com.

Questions about entry form, entry fees, membership fees and status, master list or mailing address? Contact Dianne Bruno, Chapter Administrator 301-587-3993 or email capitalemmys@aol.com.

REGULATIONS

Except where specifically indicated, entries must be submitted exactly as aired. No composites, editing, or other post production, beyond internal edits to bring the entry to maximum allowed length, is permitted.

SUBMISSION LIMITS

There are 21 categories in which you may enter. Each individual or station is allowed only two entries per category. Individuals who submit an entry in Categories 1–20 may not submit the same work or any portion of that work for consideration in Category 21 (Individual Crafts). No individual can enter the same material twice.

ENTRY LENGTH

No entry may be longer than 30 minutes unless otherwise noted. If the original telecast was longer, two internal edits may be made to bring the entry to a maximum of 30 minutes.

COMPOSITES

Composites are only allowed in Individual Crafts (Category 21). In Category 21, an individual is allowed only two entries per sub-category. Only one of the two entries may be a composite. No elements from the composite may be contained in the other entry. Maximum composite length is 15 minutes with the exception of Technical Direction, which may include up to 30 minutes of material.

CATEGORIES

A composite entry must not contain more than one sample from the same program or series. No internal editing except in categories so noted. Three seconds (:03) of black should be inserted between each composite cut. Under the description portion of the entry form, the entrant must detail the contents of the composite. This must include entry title, title of program that the segment was a part of, original airdate and total running time.

If a composite entry contains an individual's work for more than one organization, each organization must be listed on the entry form. If the entry receives an Emmy, each organization will receive credit for the entry.

CATEGORY TYPE

Entries must be submitted in the correct category. Please check the list under categories before submitting. Once the general type of programming is established, all entries associated with that same program must be entered consistently into the appropriate categories.

The Academy will accept all submissions which are not in conflict with NTA rules and regulations.

All entrants are advised to review submission information with respect to correct identification of names, credits and categories.

Contact your station's NTA Board member or the Awards Committee with any questions about category qualifications or other rules.

The National Capital/Chesapeake Bay Awards Committee reserves the right to verify all entry information and to make all final decisions as to the proper categorizing and eligibility of each entry at any time.

Please check the NTA website

www.capitalemmys.tv
for additional entry forms and
master list guidelines.

1 REGULAR PUBLIC AFFAIRS

A single, studio-based show that focuses on one subject or multiple subjects. Tape segments must not exceed half of the program length.
(Max length = 30 min.)

2 DOCUMENTARIES

A single extended long form program that focuses on one subject, shot primarily on location.
(Max length = 30 min.)

3 MAGAZINE FORMAT

A single extended long form program or one from a series of regular programs that focuses on multiple subjects, shot primarily on location. (Anchor ins and outs may be shot in the studio.)
(Max length = 30 min.)

4 CHILDREN'S PROGRAMS

A single program designed for children.
(Max length = 30 min.)

5 ENTERTAINMENT PROGRAMS

A single program not concerned with news, public affairs, sports, or children's programming.
(Max length = 30 min.)

6 PROGRAM SEGMENTS

A separate segment broadcast within a public affairs, documentary, magazine, children's or entertainment program — must stand by itself as a separate element, and cannot be an excerpt.
(Max length = 15 min.)

7 SPORTS PROGRAMMING

A. Sports Programs

A single show from a series of regularly scheduled sports programs.
(Max length = 30 min.)

B. Sports Specials

A one time only program about sports.
(Max length = 30 min.)

C. Live Play by Play Coverage

Play by play coverage of any single sport. The entrant must originate 75% of the production.
(Max length = 30 min.)

D. Sports Segments

A separate segment which stands alone as an element of a longer program or special.
(Max length = 15 min.)

8 SPORTSCAST

An entire sports portion of a newscast. Submit 3 sportscasts in their entirety as aired in 3 separate sportscasts. This should in no way be interpreted as "Best Sportscast".
(Max length = 30 min.)

9 NEWS PROGRAMS

A single regularly scheduled daily news program. Only programs that aired on the announced target date are eligible. This award is intended to recognize the Line Producer(s) and should not be interpreted as "Best Newscast". Newscasts must be entered in their entirety. Please supply 3 VHS copies of your submission.

A. News Programs/Early Midday (5am To 4pm)

- A1. Large Markets ADI 1 - 20
- A2. Medium Markets ADI 21 - 45
- A3. Small Markets ADI 46 +

B. News Programs/Evening(4pm To Midnight)

- B1. Large Markets ADI 1 - 20
- B2. Medium Markets ADI 21 - 45
- B3. Small Markets ADI 46 +

10 NEWS SPECIALS

A. Program: A single program, not a newscast, 75% of which must be original footage, that focuses on a major news event or topic.
(Max length = 30 min.)

B. Segment: A single segment, broadcast within a News Special.

11 SPOT NEWS

An unanticipated news event that occurs and airs the same day on a single scheduled or unscheduled newscast. Limited to a single segment (not Team Coverage), although it may include a live remote and/or videotape. (Max length = 15 min.)

12 SPOT NEWS/TEAM COVERAGE

This category recognizes the team effort involved in covering a continuing spot news event over the course of a day—such as a natural or man-made disaster. Submit your best hour of work. There may be NO MORE than two internal edits made to advance the story timeline. There must be a three second (:03) chyron slate to indicate where the edits are made. This category is a station entry (not an individual entry). A station is limited to two entries in this category. A plaque will be awarded to the station in this category; an Emmy statuette will not be given. The plaque is retained by the station NOT an individual. At the time of

entry the station must submit a list of names of those directly responsible for the work entered. Cost for this entry is \$350. Material entered in this category may not be entered in any other program categories (1-20) but may be submitted for consideration in Individual Crafts (21).

13 CONTINUING COVERAGE

A series of reports of an ongoing major story, presented over a period of time. Emphasis should be on advancing and staying on top of the story. Entry may run no longer than 30 minutes. Entrants may be an individual(s) or a news operation. Entry fees for individuals will follow the same guidelines as all other awards. Station entries are \$350. Entries will be viewed in their entirety.

14 NEWS SEGMENTS

A separate segment, broadcast within a regular newscast.

A. General News/Same Day: Harder edged news event, shot, written, edited and aired same day. (cannot be spot news).

B. General News/Delayed Air: Harder edged news event that is shot, written and edited over numerous days before air.

C. Feature/Same Day: Feature story that is shot, written, edited and aired same day.

D. Feature/Delayed Air: Feature story that is shot, written and edited over numerous days before air.

E. Sports/Same Day: Sports story that is shot, written, edited and aired same day.

F. Sports/Delayed Air: Sports story that is shot, written, and edited over numerous days before air.

15 NEWS SERIES

A succession of reports with the same subject matter, aired over a continuing period of time within regularly scheduled newscasts. Does not include reports generated by units that are normally associated with specialty reports or investigative reports. If a series has more than 3 parts, the entrant must include only 3 parts for submission.

A. Hard News

B. Features

C. Sports

16 INVESTIGATIVE REPORTS

Either a single or series of investigative reports related to the same subject and aired during regularly scheduled newscasts. If a series has more than 3 parts, the entrant must include only 3 parts for submission. (Max length = 30 min.)

17 SPECIALTY REPORTS

Regularly scheduled franchise reports within a newscast that focus on a single area, (i.e., business, health, environment, education, etc.) Submit 3 specialty reports in their entirety. (Max length = 30 min.)

18 PUBLIC SERVICE ANNOUNCEMENTS

A locally conceived, produced and aired public service announcement or campaign produced by any station, agency, or independent producer.

A. Single Spot

B. Campaign (For a campaign, a maximum of 3 spots may be entered.)

19 PROMOTION

A locally conceived, produced and aired promo or promotional campaign produced by any station, agency, or independent producer. Spots that contain more than 50% of network syndicator provided material do not qualify for this category. (Music, graphics and pre-edited video constitute such material). For a campaign, a maximum of 3 spots may be entered.

A. News: A spot promoting a specific story, stories or series within a newscast, including sports, weather or franchise stories. This also includes promos for news specials, breaking weather or sports specials.

B. Programming: A spot promoting any program other than a newscast or news special. This also includes promos for non-breaking weather or sports specials.

C. Station Image: A spot announcement or campaign that promotes a station's newsteam(s), programming lineup (2 or more shows in any given day part and/or thematic programs), community involvement, overall image/brand, or any other non-show or non-story specific topic.

20 TECHNICAL ACHIEVEMENT

Awarded for special achievement in television engineering including a unique solution to a technical challenge or an innovation that contributes significantly to television production or news.

21 INDIVIDUAL CRAFTS

- A. Photography: Programs
- B. Photography: Sports
- C. Photography: General News Segments
- D. Photography: Spot News
- E. Photography: News Series, News Specials
- F. Photography: PSA, Promotion
- G. Photography: Live
- H. Editing: Programs
- I. Editing: Sports
- J. Editing: General News Segments
- K. Editing: Spot News
- L. Editing: News Series, News Specials
- M. Editing: PSA, Promotion
- N. Audio: ENG
- O. Audio: Studio/Remote
- P. Audio: Sweetening, Post Production
- Q. Direction: Live
- R. Direction: Tape/Film
- S. Technical Direction
- T. Lighting
- U. Graphics: Day Of (requested, created and aired on same day)
- V. Graphics: Long Term
- W. Set Design
- X. News Anchor
- Y. Sports Anchor
- Z. Weathercasting
- AA. Live Reporting
- BB. Host, Interviewer, Moderator
- CC. Acting, Performing, Announcing
- DD. Sports Play by Play/Color Announcing
- EE. Writing: News
- FF. Writing: PSA, Promotion
- GG. Writing: Programs



2003 NATIONAL CAPITAL/CHESAPEAKE BAY
EMMY AWARDS
ENTRY FORM

www.capitalemmys.tv

Category No _____ Category Title _____

Entry Title _____ Entry Length _____

TAPE FORMAT: BETA SMALL BETA WIDE VHS

LANGUAGE: ENGLISH SPANISH OTHER _____

Airdate(s) Time(s) _____ Station/Cable Aired On _____

Entry Submitted By _____ Member Yes New No
(Must be listed below) (Must be a member to be eligible for member fees - membership \$60)

Company or Station _____

Address _____

Home Phone _____ Work Phone _____

Email Address _____ Are you fluent in Spanish? Yes No

CATEGORIES 1-20 ENTRANTS: Individual(s) to Receive Award (*Producers and Reporters only*)

Entrant _____ Function _____ Title _____
\$100 member fee or \$175 non-member fee

Entrant _____ Function _____ Title _____
\$125 additional fee

For all additional entrants at \$150 each, please list on an attached separate page, along with signatures.

CATEGORY 21 ENTRANTS: Individual(s) to Receive Award

Entrant _____ Function _____
\$100 member fee or \$175 non-member fee

Entrant _____ Function _____
\$125 fee for each additional entrant

ENTRY FEES: MEMBERSHIP FEES: TOTAL BOTH FEES:

Check(s) enclosed for \$ _____ payable to NTA-NCCB Chapter

Charge Amount \$ _____ Charge to MasterCard Visa

□□□□-□□□□-□□□□-□□□□ Exp. Date _____

Print Cardholder Name _____

Authorized Signature _____

DESCRIPTION OF ENTRY REQUIRED: Identify archival and non-original footage; identify segments in composite entries by title, program title and air date; identify work performed by an outside agency; describe the general theme and subject of the entry. (Attach additional sheet if necessary.)

JUDGING REQUIREMENTS: By entering you agree to serve as a peer judge for entries from other NTA Chapters. Failure to participate in the judging process could result in disqualification of your entry in the National Capital/Chesapeake Bay Emmy Awards. I/We acknowledge adherence to all rules and regulations of the National Capital/Chesapeake Bay Emmy Awards. Signatures required for all entrants listed above:

Entrant Signature

Entrant Signature

FRIDAY, JANUARY 23, 2004-7PM



**NATIONAL
TELEVISION
ACADEMY**

*National Capital
Chesapeake Bay Chapter*

EMMY CHECK LIST

DID YOU?...

- Read ALL entry rules?
- Complete the entire entry form?
- Write a description of entry?
- Fill in total running time?
- Fill in air date(s)?
- Check spelling of all entrants?
- Check membership status of entrants?
- Sign the entry form?
- Make 4 copies of the entry form?
- Make 1 copy of the entry tape?
- Submit payment?
- Write separate checks for each category entered?
- Write category number on all checks?
- Label tape, tape box and spine?
- Put on master list if required?

REMEMBER: Any forms not filled out completely or filled out incorrectly will be returned and you WILL be charged a \$25 reprocessing fee.

2003 National Capital/Chesapeake Bay

SPECIAL AWARDS

THE NATIONAL CAPITAL/CHESAPEAKE BAY COMMUNITY SERVICE AWARD

This award will be presented to a licensed commercial or public broadcasting television or cable station in the National Capital/Chesapeake Bay region for a campaign, program, or series of programs that impacts an important community issue. A composite entry of no more than 30 minutes may be submitted for consideration. Submissions may also include support materials. Each station may submit only one entry for this category. The award will be presented to one station and is subject to the regulations, submission procedures, and entry fees listed in the 2003 National Capital/Chesapeake Bay Emmy Awards Call For Entries.

A blue ribbon panel, assembled by an impartial administrator at a neutral location, will judge this award.

THE BOARD OF GOVERNORS AWARD

This award is given for recognition of achievements by individuals, organizations, or companies which do not fall within the structure of the National Capital/Chesapeake Bay region's regular area awards. Historically, the Board of Governors Award is given for truly outstanding achievement and unique accomplishment of some duration and durability.

THE TED YATES AWARD

Ted Yates was an NBC News producer who traveled the world on assignment. Killed in the practice of his profession, he is remembered for his achievements in journalism. This award is given to an individual who has demonstrated outstanding professional and personal qualities in their contribution to the National Capital/Chesapeake Bay region's television news and public affairs.

THE GLENN BRENNER AWARD

Named for W*USA-TV Sportscaster Glenn Brenner, this award recognizes those unheralded people in the broadcast industry who exemplify "professional excellence." This award spotlights individuals from every vocation within the broadcast profession who, in their daily work, do their best to encourage and inspire those around them with both humor and humility.

Nomination forms for the Board of Governors, Ted Yates and Glenn Brenner Awards will be mailed in January 2004. Submissions should be sent to:

National Television Academy, 9405 Russell Road, Silver Spring, MD 20910

**DEADLINE FOR SPECIAL AWARDS:
FRIDAY, MARCH 19, 2004 – 5 PM**



**NATIONAL
TELEVISION
ACADEMY**

National Capital/Chesapeake Bay Chapter
9405 Russell Road
Silver Spring, MD 20910
301.587.3993 (O/Fax)
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