

Rules and Guidelines

for the presentation of Ivor Novello Awards at
The Ivors Composer Awards 2020

This document has been updated to reflect the deadline extension for works to be entered and for the reintroduction of the Solo and Duo category

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A. Introduction

The Ivors Composer Awards sees the presentation of Ivor Novello Awards to recognise creative excellence in classical, jazz, and sound arts.

Recognised as a pinnacle of achievement since they were first presented in 1956, an Ivor Novello Award represents peer recognition with categories judged by those within the UK music creator community. The Ivors Academy presents awards twice a year to honour and celebrate exceptional songwriting and composing.

These rules and guidelines refer to our presentation of Ivor Novello Awards at The Ivors Composer Awards on Tuesday 1 December 2020, for which there is a public call for submissions. There are separate rules and guidelines for The Ivors, which sees the presentation of Ivor Novello Awards to recognise creative excellence in songwriting and screen composition.

The Ivors Composer Awards also honour composers with awards recognising their contribution to UK music. These awards are in the gift of the Academy and are decided by The Ivors Composer Awards Committee, which is a sub-committee of The Ivors Academy Board. There are separate guidelines for these awards.

The Ivors Composer Awards are sponsored by PRS for Music. The awards presentation is in association with BBC Radio 3 providing exclusive broadcast coverage.

B. Timetable

2020	
Friday 29 May	Call for entries open for: <ol style="list-style-type: none">1. Small Chamber2. Large Chamber3. Jazz Composition for Small Ensemble4. Jazz Composition for Large Ensemble5. Choral6. Chamber Orchestral7. Large Orchestral8. Stage Works9. Sound Art10. Community and Participation
Thursday 16 July (extended deadline)	Call for entries close for: <ol style="list-style-type: none">1. Small Chamber2. Large Chamber3. Jazz Composition for Small Ensemble4. Jazz Composition for Large Ensemble5. Choral6. Chamber Orchestral7. Large Orchestral8. Stage Works9. Sound Art10. Community and Participation
w/c 17 August	Judging period begins
Tuesday 3 November	The Ivors Composer Awards Nominations Press Announcement
Tuesday 1 December	The Ivors Composer Awards British Museum, Great Russell Street, London 5.30pm to 10.00pm

C. Entry Guidelines

The Ivors Academy accepts entries for the following Award Categories:

1. Small Chamber
2. Large Chamber
3. Jazz Composition for Small Ensemble
4. Jazz Composition for Large Ensemble
5. Choral
6. Chamber Orchestral
7. Large Orchestral
8. Stage Works
9. Sound Art
10. Community and Participation

Who Can Enter?

- [a] Anyone can enter an eligible submission for consideration, including the composer themselves.

Entry

- [a] All entries are to be submitted online via our Awards Entry Site <https://ivorsacademy.secure-platform.com>.
- [b] There is no restriction on the number of works that may be submitted in any category. However, individual works can only be submitted into one category.
- [c] Works which have previously been entered for consideration cannot be re-entered for the Awards.
- [d] The Academy will only consider revised works whereby at least 50% of the compositional material is new.
- [e] Please choose the category which most closely fits the work. The Ivors Academy reserves the right to move a work into a different category for judging.
- [f] An administration fee of £10.00 is payable per entry.

The administration fee is waived if the composer is a Standard or Academy member of The Ivors Academy. Membership bursaries are offered by The Ivors Academy Trust should there be a financial barrier to joining, please contact the membership team at membership@ivorsacademy.com to find out more.

If an administration fee is applicable, it must be paid in full before a work will be passed on for judging. Administration fees are non-refundable and non-transferable.

- [g] There are different entry requirements for each award category. As such, always read the Rules and Guidelines in full before preparing your submission material.

D. Award Categories and Rules

This section focuses on specific eligibility criteria for each category and materials needed for entry. It also states who is eligible as a candidate for nomination and a summary of the judging process for each category.

1. Solo or Duo

This award recognises works, with or without electronics, composed for one or two players or voices..

Eligibility

- [a] Composer must have been born in the UK or have been ordinarily resident in the UK from 1 April 2015 until 31 March 2020.
- [b] Works must have received their UK première in a public performance, either live or broadcast, between 1 April 2019 and 31 March 2020.

For the avoidance of doubt, streaming via a digital platform does not constitute a public performance; except in the case of Sound Art if the work has been specifically created to be accessed via a digital platform.

For the avoidance of doubt, if the public performance is a broadcast, the broadcast must be on a UK based radio station and consist of the entire work as a live performance.

- [c] Works must have been completed after 1 April 2009.

Entry

- [a] This category is judged anonymously. As such, entrants must remove any reference to the composer as outlined on the anonymity checklist on page 29. Materials which do not comply will result in the work being automatically disqualified.
- [b] An anonymised PDF score must be submitted with each entry.
- [c] An audio file [WAV or AIFF] must be submitted with each entry.
- [d] Entrants are invited to submit an anonymised description or context to the work, of up to 60 words. This is not mandatory, but it will be revealed to the judges.
- [e] The composer's latest biography and the work's programme note, and resume of exposure must be submitted. This information is not revealed to the judges but used for administration purposes.

Candidates for Nomination

- [a] There will be no fewer than three nominated works in this category.
- [b] There will be one winning work in this category.
- [c] One hand cast bronze statuette [Ivor Novello Award] will be presented to each winning composer.

Judging

- [a] An Ivor Novello Award represents peer recognition and all eligible submissions will be assessed by specially appointed juries; the members of which shall be chosen by The Ivors Academy:
 - i. The Academy aims to have five judges on each panel.
 - ii. Any appointed juror found to have a conflict of interest or perceived conflict of interest during a judging session will be asked to forgo their role.

- iii. An Independent Adjudicator will be present at each jury session, in a non-voting capacity.
- iv. All judges will be required to sign a non-disclosure agreement.
- [b] In all cases, the final decision rests with The Ivors Academy and correspondence will not be entered into with respect to such decisions.
- [c] Any works where there is or appears to be a genuine ownership, authorship or author-share dispute may, at the discretion of The Ivors Academy Board, be disqualified.

2. Small Chamber

This award recognises works, with or without electronics, composed for three to five instruments and for one player or voice per part.

Eligibility

- [d] Composer must have been born in the UK or have been ordinarily resident in the UK from 1 April 2015 until 31 March 2020.
- [e] Works must have received their UK première in a public performance, either live or broadcast, between 1 April 2019 and 31 March 2020.

For the avoidance of doubt, streaming via a digital platform does not constitute a public performance; except in the case of Sound Art if the work has been specifically created to be accessed via a digital platform.

For the avoidance of doubt, if the public performance is a broadcast, the broadcast must be on a UK based radio station and consist of the entire work as a live performance.

- [f] Works must have been completed after 1 April 2009.

Entry

- [f] This category is judged anonymously. As such, entrants must remove any reference to the composer as outlined on the anonymity checklist on page 29. Materials which do not comply will result in the work being automatically disqualified.
- [g] An anonymised PDF score must be submitted with each entry.
- [h] An audio file [WAV or AIFF] must be submitted with each entry.
- [i] Entrants are invited to submit an anonymised description or context to the work, of up to 60 words. This is not mandatory, but it will be revealed to the judges.
- [j] The composer's latest biography and the work's programme note, and resume of exposure must be submitted. This information is not revealed to the judges but used for administration purposes.

Candidates for Nomination

- [d] There will be no fewer than three nominated works in this category.
- [e] There will be one winning work in this category.
- [f] One hand cast bronze statuette [Ivor Novello Award] will be presented to each winning composer.

Judging

- [d] An Ivor Novello Award represents peer recognition and all eligible submissions will be assessed by specially appointed juries; the members of which shall be chosen by The Ivors Academy:
 - i. The Academy aims to have five judges on each panel.
 - ii. Any appointed juror found to have a conflict of interest or perceived conflict of interest during a judging session will be asked to forgo their role.
 - iii. An Independent Adjudicator will be present at each jury session, in a non-voting capacity.
 - iv. All judges will be required to sign a non-disclosure agreement.

- [e] In all cases, the final decision rests with The Ivors Academy and correspondence will not be entered into with respect to such decisions.
- [f] Any works where there is or appears to be a genuine ownership, authorship or author-share dispute may, at the discretion of The Ivors Academy Board, be disqualified.

3. Large Chamber

This award recognises works, with or without electronics, primarily composed for six to eighteen instruments and for one instrument or voice per part.

Works written specifically for the voice should be entered into the Choral category.

Eligibility

- [a] Composer must have been born in the UK, or have been ordinarily resident in the UK, from 1 April 2015 until 31 March 2020.
- [b] Works must have received their UK première in a public performance, either live or broadcast, between 1 April 2019 and 31 March 2020.

For the avoidance of doubt, streaming via a digital platform does not constitute a public performance; except in the case of Sound Art if the work has been specifically created to be accessed via a digital platform.

For the avoidance of doubt, if the public performance is a broadcast, the broadcast must be on a UK based radio station and consist of the entire work as a live performance.

- [c] Works must have been completed after 1 April 2009.

Entry

- [a] This category is judged anonymously. As such, entrants must remove any reference to the composers as outlined on the anonymity checklist on page 29. Materials which do not comply will result in the work being automatically disqualified.
- [b] An anonymised PDF score must be submitted with each entry.
- [c] An audio file [WAV or AIFF] must be submitted with each entry.
- [d] An anonymised description or context to the work, of up to 300 words, must be submitted with each entry.
- [e] The composer's latest biography and the work's programme note, and resume of exposure must be submitted. This information is not revealed to the judges but used for administration purposes.

Candidates for Nomination

- [a] There will be no fewer than three nominated works in this category.
- [b] There will be one winning work in this category.
- [c] One hand cast bronze statuette [Ivor Novello Award] will be presented to each winning composer.

Judging

- [a] An Ivor Novello Award represents peer recognition and all eligible submissions will be assessed by specially appointed juries; the members of which shall be chosen by The Ivors Academy:
 - i. The Academy aims to have five judges on each panel.
 - ii. Any appointed juror found to have a conflict of interest or perceived conflict of interest during a judging session will be asked to forgo their role.
 - iii. An Independent Adjudicator will be present at each jury session, in a non-voting capacity.
 - iv. All judges will be required to sign a non-disclosure agreement.

- [b] In all cases, the final decision rests with The Ivors Academy and correspondence will not be entered into with respect to such decisions.

- [c] Any works where there is or appears to be a genuine ownership, authorship or author-share dispute may, at the discretion of The Ivors Academy Board, be disqualified.

4. Jazz Composition for Small Ensemble

This award recognises jazz compositions, composed for one to eight instruments or voices and which contain interactive improvisation as an essential element.

Eligibility

- [a] Composer must have been born in the UK, or have been ordinarily resident in the UK, from 1 April 2015 until 31 March 2020.
- [b] Works must have received their UK première in a public performance, either live or broadcast, between 1 April 2019 and 31 March 2020.

For the avoidance of doubt, streaming via a digital platform does not constitute a public performance; except in the case of Sound Art if the work has been specifically created to be accessed via a digital platform.

For the avoidance of doubt, if the public performance is a broadcast, the broadcast must be on a UK based radio station and consist of the entire work as a live performance.

- [c] Works must have been completed after 1 April 2009.
- [d] Works must contain improvisation as an essential element.

Entry

- [a] This category is judged anonymously. As such, entrants must remove any reference to the composers as outlined on the anonymity checklist on page 29. Materials which do not comply will result in the work being automatically disqualified.
- [b] An anonymised PDF score, lead sheet, or relevant notation must be submitted with each entry.
- [c] An audio file [WAV or AIFF] must be submitted with each entry.
- [d] Entrants are invited to submit an anonymised description or context to the work, of up to 60 words. This is not mandatory, but it will be revealed to the judges.
- [e] The composer's latest biography and the work's programme note, and resume of exposure must be submitted. This information is not revealed to the judges but used for administration purposes.

Candidates for Nomination

- [a] There will be no fewer than three nominated works in this category.
- [b] There will be one winning work in this category.
- [c] One hand cast bronze statuette [Ivor Novello Award] will be presented to each winning composer.

Judging

- [a] An Ivor Novello Award represents peer recognition and all eligible submissions will be assessed by specially appointed juries; the members of which shall be chosen by The Ivors Academy:
 - i. The Academy aims to have five judges on each panel.
 - ii. Any appointed juror found to have a conflict of interest or perceived conflict of interest during a judging session will be asked to forgo their role.
 - iii. An Independent Adjudicator will be present at each jury session, in a non-voting capacity.

- iv. All judges will be required to sign a non-disclosure agreement.
- [b] In all cases, the final decision rests with The Ivors Academy and correspondence will not be entered into with respect to such decisions.
- [c] Any works where there is or appears to be a genuine ownership, authorship or author-share dispute may, at the discretion of The Ivors Academy Board, be disqualified.

5. Jazz Composition for Large Ensemble

This award recognises Jazz compositions, composed for nine or more instruments or voices and which contain interactive improvisation as an essential element.

Eligibility

- [a] Composer must have been born in the UK, or have been ordinarily resident in the UK, from 1 April 2015 until 31 March 2020.
- [b] Works must have received their UK première in a public performance, either live or broadcast, between 1 April 2019 and 31 March 2020.

For the avoidance of doubt, streaming via a digital platform does not constitute a public performance; except in the case of Sound Art if the work has been specifically created to be accessed via a digital platform.

For the avoidance of doubt, if the public performance is a broadcast, the broadcast must be on a UK based radio station and consist of the entire work as a live performance.

- [c] Works must have been completed after 1 April 2009.
- [d] Works must contain improvisation as an essential element.

Entry

- [a] This category is judged anonymously. As such, entrants must remove any reference to the composers as outlined on the anonymity checklist on page 29. Materials which do not comply will result in the work being automatically disqualified.
- [b] An anonymised PDF score, lead sheet or relevant notation must be submitted with each entry.
- [c] An audio file [at least 128 kbps, MP3] must be submitted with each entry.
- [d] Entrants are invited to submit an anonymised description or context to the work, of up to 60 words. This is not mandatory, but it will be revealed to the judges.
- [e] The composer's latest biography and the work's programme note, and resume of exposure must be submitted. This information is not revealed to the judges but used for administration purposes.

Candidates for Nomination

- [a] There will be no fewer than three nominated works in this category.
- [b] There will be one winning work in this category.
- [c] One hand cast bronze statuette [Ivor Novello Award] will be presented to each winning composer.

Judging

- [a] An Ivor Novello Award represents peer recognition and all eligible submissions will be assessed by specially appointed juries; the members of which shall be chosen by The Ivors Academy:
 - i. The Academy aims to have five judges on each panel.
 - ii. Any appointed juror found to have a conflict of interest or perceived conflict of interest during a judging session will be asked to forgo their role.
 - iii. An Independent Adjudicator will be present at each jury session, in a non-voting capacity.

- iv. All judges will be required to sign a non-disclosure agreement.
- [b] In all cases, the final decision rests with The Ivors Academy and correspondence will not be entered into with respect to such decisions.
- [c] Any works where there is or appears to be a genuine ownership, authorship or author-share dispute may, at the discretion of The Ivors Academy Board, be disqualified.

6. Choral

This award recognises works composed for voices; either a cappella or accompanied.

Eligibility

- [a] Composer must have been born in the UK, or have been ordinarily resident in the UK, from 1 April 2015 until 31 March 2020.
- [b] Works must have received their UK première in a public performance, either live or broadcast, between 1 April 2019 and 31 March 2020.

For the avoidance of doubt, streaming via a digital platform does not constitute a public performance; except in the case of Sound Art if the work has been specifically created to be accessed via a digital platform.

For the avoidance of doubt, if the public performance is a broadcast, the broadcast must be on a UK based radio station and consist of the entire work as a live performance.

- [c] Works must have been completed after 1 April 2009.

Entry

- [a] This category is judged anonymously. As such, entrants must remove any reference to the composers as outlined on the anonymity checklist on page 29. Materials which do not comply will result in the work being automatically disqualified.
- [b] An anonymised PDF score must be submitted with each entry.
- [c] An audio file [WAV or AIFF] must be submitted with each entry.
- [d] Entrants are invited to submit an anonymised description or context to the work, of up to 60 words. This is not mandatory, but it will be revealed to the judges.
- [e] The composer's latest biography and the work's programme note, and resume of exposure must be submitted. This information is not revealed to the judges but used for administration purposes.

Candidates for Nomination

- [a] There will be no fewer than three nominated works in this category.
- [b] There will be one winning work in this category.
- [c] One hand cast bronze statuette [Ivor Novello Award] will be presented to each winning composer.

Judging

- [a] An Ivor Novello Award represents peer recognition and all eligible submissions will be assessed by specially appointed juries; the members of which shall be chosen by The Ivors Academy:
 - i. The Academy aims to have five judges on each panel.
 - ii. Any appointed juror found to have a conflict of interest or perceived conflict of interest during a judging session will be asked to forgo their role.
 - iii. An Independent Adjudicator will be present at each jury session, in a non-voting capacity.
 - iv. All judges will be required to sign a non-disclosure agreement.

- [b] In all cases, the final decision rests with The Ivors Academy and correspondence will not be entered into with respect to such decisions.

- [c] Any works where there is or appears to be a genuine ownership, authorship or author-share dispute may, at the discretion of The Ivors Academy Board, be disqualified.

7. Chamber Orchestral

This award recognises works, with or without electronics, composed for up to thirty-six players.

Eligibility

- [a] Composer must have been born in the UK, or have been ordinarily resident in the UK, from 1 April 2015 until 31 March 2020.
- [b] Works must have received their UK première in a public performance, either live or broadcast, between 1 April 2019 and 31 March 2020.

For the avoidance of doubt, streaming via a digital platform does not constitute a public performance; except in the case of Sound Art if the work has been specifically created to be accessed via a digital platform.

For the avoidance of doubt, if the public performance is a broadcast, the broadcast must be on a UK based radio station and consist of the entire work as a live performance.

- [c] Works must have been completed after 1 April 2009.

Entry

- [a] This category is judged anonymously. As such, entrants must remove any reference to the composers as outlined on the anonymity checklist on page 29. Materials which do not comply will result in the work being automatically disqualified.
- [b] An anonymised PDF score must be submitted with each entry.
- [c] An audio file [WAV or AIFF] must be submitted with each entry.
- [d] Entrants are invited to submit an anonymised description or context to the work, of up to 60 words. This is not mandatory, but it will be revealed to the judges.
- [e] The composer's latest biography and the work's programme note, and resume of exposure must be submitted. This information is not revealed to the judges but used for administration purposes.

Candidates for Nomination

- [a] There will be no fewer than three nominated works in this category.
- [b] There will be one winning work in this category.
- [c] One hand cast bronze statuette [Ivor Novello Award] will be presented to each winning composer.

Judging

- [a] An Ivor Novello Award represents peer recognition and all eligible submissions will be assessed by specially appointed juries; the members of which shall be chosen by The Ivors Academy:
 - i. The Academy aims to have five judges on each panel.
 - ii. Any appointed juror found to have a conflict of interest or perceived conflict of interest during a judging session will be asked to forgo their role.
 - iii. An Independent Adjudicator will be present at each jury session, in a non-voting capacity.
 - iv. All judges will be required to sign a non-disclosure agreement.

- [b] In all cases, the final decision rests with The Ivors Academy and correspondence will not be entered into with respect to such decisions.

- [c] Any works where there is or appears to be a genuine ownership, authorship or author-share dispute may, at the discretion of The Ivors Academy Board, be disqualified.

8. Large Orchestral

This award recognises large symphonic works, with or without electronics, including works for choir and orchestra.

Eligibility

- [a] Composer must have been born in the UK, or have been ordinarily resident in the UK, from 1 April 2015 until 31 March 2020.
- [b] Works must have received their UK première in a public performance, either live or broadcast, between 1 April 2019 and 31 March 2020.

For the avoidance of doubt, streaming via a digital platform does not constitute a public performance; except in the case of Sound Art if the work has been specifically created to be accessed via a digital platform.

For the avoidance of doubt, if the public performance is a broadcast, the broadcast must be on a UK based radio station and consist of the entire work as a live performance.

- [c] Works must have been completed after 1 April 2009.

Entry

- [a] This category is judged anonymously. As such, entrants must remove any reference to the composers as outlined on the anonymity checklist on page 29. Materials which do not comply will result in the work being automatically disqualified.
- [b] An anonymised PDF score must be submitted with each entry.
- [c] An audio file [WAV or AIFF] must be submitted with each entry.
- [d] Entrants are invited to submit an anonymised description or context to the work, of up to 60 words. This is not mandatory, but it will be revealed to the judges.
- [e] The composer's latest biography and the work's programme note, and resume of exposure must be submitted. This information is not revealed to the judges but used for administration purposes.

Candidates for Nomination

- [a] There will be no fewer than three nominated works in this category.
- [b] There will be one winning work in this category.
- [c] One hand cast bronze statuette [Ivor Novello Award] will be presented to each winning composer.

Judging

- [a] An Ivor Novello Award represents peer recognition and all eligible submissions will be assessed by specially appointed juries; the members of which shall be chosen by The Ivors Academy:
 - i. The Academy aims to have five judges on each panel.
 - ii. Any appointed juror found to have a conflict of interest or perceived conflict of interest during a judging session will be asked to forgo their role.
 - iii. An Independent Adjudicator will be present at each jury session, in a non-voting capacity.
 - iv. All judges will be required to sign a non-disclosure agreement.

- [b] In all cases, the final decision rests with The Ivors Academy and correspondence will not be entered into with respect to such decisions.

- [c] Any works where there is or appears to be a genuine ownership, authorship or author-share dispute may, at the discretion of The Ivors Academy Board, be disqualified.

9. Stage Works

This award recognises works specifically written for the stage, including opera, dance and musical theatre.

Eligibility

- [a] Composer must have been born in the UK, or have been ordinarily resident in the UK, from 1 April 2015 until 31 March 2020.
- [b] Works must have received their UK première in a public performance, either live or broadcast, between 1 April 2019 and 31 March 2020.

For the avoidance of doubt, streaming via a digital platform does not constitute a public performance; except in the case of Sound Art if the work has been specifically created to be accessed via a digital platform.

For the avoidance of doubt, if the public performance is a broadcast, the broadcast must be on a UK based radio station and consist of the entire work as a live performance.

- [c] Works must have been completed after 1 April 2009.

Entry

- [a] This category is judged anonymously. As such, entrants must remove any reference to the composers as outlined on the anonymity checklist on page 29. Materials which do not comply will result in the work being automatically disqualified.
- [b] An anonymised PDF score must be submitted with each entry.
- [c] A video [MP4, AVI or MOV only] of the work must be submitted with each entry.
- [d] Entrants are invited to submit an anonymised description or context to the work, of up to 60 words. This is not mandatory, but it will be revealed to the judges.
- [e] The composer's latest biography and the work's programme note, and resume of exposure must be submitted. This information is not revealed to the judges but used for administration purposes.

Candidates for Nomination

- [a] There will be no fewer than three nominated works in this category.
- [b] There will be one winning work in this category.
- [c] One hand cast bronze statuette [Ivor Novello Award] will be presented to each winning composer.

Judging

- [a] An Ivor Novello Award represents peer recognition and all eligible submissions will be assessed by specially appointed juries; the members of which shall be chosen by The Ivors Academy:
 - i. The Academy aims to have five judges on each panel.
 - ii. Any appointed juror found to have a conflict of interest or perceived conflict of interest during a judging session will be asked to forgo their role.
 - iii. An Independent Adjudicator will be present at each jury session, in a non-voting capacity.
 - iv. All judges will be required to sign a non-disclosure agreement.

- [b] In all cases, the final decision rests with The Ivors Academy and correspondence will not be entered into with respect to such decisions.
- [c] Any works where there is or appears to be a genuine ownership, authorship or author-share dispute may, at the discretion of The Ivors Academy Board, be disqualified.

10. Sound Art

This award recognises non-concert format, sound art works, including installations, sculptural, electroacoustic and audience-interactive works

Eligibility

- [a] Composer must have been born in the UK, or have been ordinarily resident in the UK, from 1 April 2015 until 31 March 2020.
- [b] Works must have received their UK première in a public performance, either live or broadcast, between 1 April 2019 and 31 March 2020.

For the avoidance of doubt, streaming via a digital platform does not constitute a public performance; except in the case of Sound Art if the work has been specifically created to be accessed via a digital platform.

For the avoidance of doubt, if the public performance is a broadcast, the broadcast must be on a UK based radio station and consist of the entire work as a live performance.

- [c] Works must have been completed after 1 April 2009.

Entry

- [a] This category is judged anonymously. As such, entrants must remove any reference to the composers as outlined on the anonymity checklist on page 29. Materials which do not comply will result in the work being automatically disqualified.
- [b] An anonymised PDF score must be submitted with each entry if one exists. Otherwise, please submit any other files documenting the work, for example, graphic score, project reports and/or images.
- [c] An audio file [WAV or AIFF] must be submitted with each entry.
- [d] An anonymised description or context to the work, of up to 300 words, must be submitted with each entry.
- [e] Entrants are invited to submit an anonymised video if appropriate. Videos must be in MP4, AVI or MOV format only.
- [f] The composer's latest biography and the work's programme note, and resume of exposure must be submitted. This information is not revealed to the judges but used for administration purposes.

Candidates for Nomination

- [a] There will be no fewer than three nominated works in this category.
- [b] There will be one winning work in this category.
- [c] One hand cast bronze statuette [Ivor Novello Award] will be presented to each winning composer.

Judging

- [a] An Ivor Novello Award represents peer recognition and all eligible submissions will be assessed by specially appointed juries; the members of which shall be chosen by The Ivors Academy:
 - i. The Academy aims to have five judges on each panel.
 - ii. Any appointed juror found to have a conflict of interest or perceived conflict of interest during a judging session will be asked to forgo their role.
 - iii. An Independent Adjudicator will be present at each jury session, in a non-voting capacity.

- iv. All judges will be required to sign a non-disclosure agreement.
- [b] In all cases, the final decision rests with The Ivors Academy and correspondence will not be entered into with respect to such decisions.
- [c] Any works where there is or appears to be a genuine ownership, authorship or author-share dispute may, at the discretion of The Ivors Academy Board, be disqualified.

11. Community and Participation

This award recognises works composed for voluntary, amateur or youth performers and/or community engagement.

Eligibility

- [a] Composer must have been born in the UK, or have been ordinarily resident in the UK, from 1 April 2015 until 31 March 2020.
- [b] Works must have received their UK première in a public performance, either live or broadcast, between 1 April 2019 and 31 March 2020.

For the avoidance of doubt, streaming via a digital platform does not constitute a public performance; except in the case of Sound Art if the work has been specifically created to be accessed via a digital platform.

For the avoidance of doubt, if the public performance is a broadcast, the broadcast must be on a UK based radio station and consist of the entire work as a live performance.

- [c] Works must have been completed after 1 April 2009.

Entry

- [a] This category is judged anonymously. As such, entrants must remove any reference to the composers as outlined on the anonymity checklist on page 29. Materials which do not comply will result in the work being automatically disqualified.
- [b] An anonymised PDF score must be submitted with each entry.
- [c] An audio file [WAV or AIFF] must be submitted with each entry.
- [d] Entrants are asked additional questions relating to the performers, the nature of interaction with the performers and how any project activity [i.e. workshops] relates to the final work. This is to help judges understand if there were any factors the composer had to consider when composing the work.
- [e] The composer's latest biography and the work's programme note, and resume of exposure must be submitted. This information is not revealed to the judges but used for administration purposes.

Candidates for Nomination

- [a] There will be no fewer than three nominated works in this category.
- [b] There will be one winning work in this category.
- [c] One hand cast bronze statuette [Ivor Novello Award] will be presented to each winning composer.

Judging

- [a] An Ivor Novello Award represents peer recognition and all eligible submissions will be assessed by specially appointed juries; the members of which shall be chosen by The Ivors Academy:
 - i. The Academy aims to have five judges on each panel.
 - ii. Any appointed juror found to have a conflict of interest or perceived conflict of interest during a judging session will be asked to forgo their role.
 - iii. An Independent Adjudicator will be present at each jury session, in a non-voting capacity.
 - iv. All judges will be required to sign a non-disclosure agreement.

- [b] In all cases, the final decision rests with The Ivors Academy and correspondence will not be entered into with respect to such decisions.
- [c] Any works where there is or appears to be a genuine ownership, authorship or author-share dispute may, at the discretion of The Ivors Academy Board, be disqualified.

E. Nominations and Winners

- [a] The Ivors Academy reserves the right not to make an award in any category.
- [b] Any works where there is or appears to be a genuine ownership, authorship or author-share dispute may, at the discretion of The Ivors Academy Board, be disqualified.
- [c] The nominations for each category will always be listed in alphabetical order by work title. Where there is more than one nominated composer, names will always be listed in alphabetical order of surname. Where a work contains samples, the composers of any samples included will appear after the writers of the original material.
- [d] Each nominated composer will receive a ticket for themselves and a guest to attend the Award ceremony, courtesy of The Ivors Academy.
- [e] The winners' press release and list is the definitive source of award winners' information.
- [f] The Ivor Novello Award remains the property of The Ivors Academy, to remain in the care of the recipient or their descendants. Should the award leave the care of the recipient or their descendants, The Ivors Academy reserves the right to purchase the statuette back for a fee of £1. The award must not be sold on to any third party.
- [g] Nominated composers will receive an official certificate to confirm they have been nominated for an Ivor Novello Award.
- [h] The awards ceremony will incorporate an audio-visual presentation of nominated works, and nominees or their representative's cooperation in supplying the necessary publicity photographs and audio files, and clearance rights therein to use, will be required.
- [i] Entrants may use 'The Ivors Composer Awards', 'The Ivors Composer Awards Nominee' or 'The Ivors Composer Awards Winner' logos online, in print and in broadcasts only once the work has been nominated for or won an award.
- [j] Logos are available from The Ivors Academy at the time composers are informed of their nomination and can be used before the press announcement for the purpose of artwork preparation only.
 - [i] cropping or altering the artwork in any way is prohibited.
 - [ii] each instance of logo use must be approved by The Ivors Academy, with proofs of the logo in situ provided by email.

F. Miscellaneous Rules and Guidelines

- [a] The Ivors Composer Awards and Euterpe [Ivor Novello Award] are trademarks belonging to BASCA, trading as The Ivors Academy. Persons wishing to reproduce or use these marks, must secure the written consent of The Ivors Academy prior to such use.
- [b] An Ivor Novello Award may not be reproduced or used in any commercial manner unless prior permission has been obtained from The Ivors Academy.
- [c] The final decision regarding all aspects of The Ivors Composer Awards, including the interpretation of these rules rest with The Ivors Academy Board.

G. Anonymity Checklist

Categories 1 – 10 are judged anonymously. As such the score, audio/video file and any additional files supplied will be seen by the judges. If any of these files identify the composer, the work will automatically be disqualified.

For the avoidance of doubt, the composer's biography, programme note, and resume of the work's exposure are not seen by the judges. As such these do not need to be anonymised.

Please use the following checklist to ensure that the materials meet our anonymity criteria:

Score

- Remove the composer's name from all pages of the score- please pay attention to any copyright notices.
- Remove the programme note and any information regarding the première performance from the score.
- Remove any dedication from the score.
- Remove any details of commissioner from the score.
- Remove any details of performance history from the score.
- Remove any reference to the publisher from the score, including as copyright beneficiary.
- Remove the composer's name from the score file metadata. To do this:
 - For PC and Mac users: open the PDF file using Adobe Reader or Adobe Acrobat DC [and not Preview on Mac] and select FILE then PROPERTIES. If the composer's name is shown in the AUTHOR field, remove the name by pressing BACKSPACE or DELETE.
If using Adobe Acrobat DC, ensure you also select the ADDITIONAL METADATA button and remove the composer's name if shown in the AUTHOR field by pressing BACKSPACE or DELETE.
- Ensure the file name of the score is the title of the work only and does not include the composer's name.

Audio Recording

- Remove the composer's name if mentioned in the recording; particularly if the recording is of a broadcast and announces the composer.
- Remove the composer's name from the file name of the recording.
- Remove the composer's name from the file metadata associated with the recording. To do this:
 - For PC users: right click the audio file and select PROPERTIES. In the DETAILS tab, remove the composer's name if it is shown by pressing BACKSPACE or DELETE.
 - For Mac users: open the file in iTunes. Right click on the right and select SONG INFO. Remove the composer's name if it is shown by pressing BACKSPACE or DELETE. Then, for ease of extracting this file from iTunes and uploading to our awards website, highlight the song by tapping once on it [so that it highlights blue] and then select FILE then SHOW IN FINDER. You can then move the file to your desktop or to a memorable folder in order to make it easier to find the audio file.

Video

- Remove or redact the composer's name from the video if shown.
- Remove any audio announcements if they reference the composer.
- Remove any credits.
- Ensure the name of the video file is the title of the work only
- Remove the composer's name from the metadata associated with the video file. To do this:
 - For PC users: right click the file and select PROPERTIES. In the DETAILS tab, remove the composer's name if it is shown by pressing BACKSPACE or DELETE.
 - For Mac users: unfortunately, it is not as simple to remove the metadata, in comparison to PC users, without the need to download an external application or programme. As such here are two options:
 1. Option 1
Download VLC player [a media player for Windows] from: <http://www.videolan.org/vlc/download-macosx.html>.
Once downloaded, open the video file in VLC player. Then, select WINDOWS. A pop-up box will appear which will include the fields: TITLE, ARTIST, ALBUM, COPYRIGHT etc. If the composer's name is shown, remove it by pressing BACKSPACE or DELETE and then click SAVE METADATA.
 2. Option 2
If you would prefer not to download VLC player and prefer to use Apple only products, the safest way to ensure it does not contain any details is to import the file into iMovie and resave the file. To do this, open iMovie, click PROJECTS, NEW PROJECT. Then import the video file and follow the instruction on screen to drag the video and drop it into the space to create the movie. The video will then appear on the right-hand side and you will be able to play it by pressing the PLAY button. When you are ready to export the video, click the SHARE BUTTON then click FILE. A pop-up box will appear, so ensure you leave the description and tags blank. Finally, click NEXT and then save the video.

Additional Information and files

If supplying details about the work, or uploading additional files for the Community and Participation category, please ensure that:

- The information must not identify the composer by name.
- The information must not refer to personal information about the composer.
- The information must not refer to previous works by the composer.
- The language used must be gender neutral.

H. Contact Details

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