



# 2019 Music PEI Week Submission Guidelines

A guide book to the submission process

## **Introduction**

Music PEI Week is the annual celebration of the Island music industry, which includes conference workshops, showcases, concerts and the Music PEI Awards. This year's Music PEI Week will take place **January 23th - 27th, 2019**.

As a music industry association, Music PEI's mandate is to assist with the development of PEI's music industry and Music PEI Week is a major part of that development. The festival provides performance and showcase opportunities as well as award presentations.

The focus of the Music PEI Awards is as it always has been: *To celebrate excellence in our music industry on Prince Edward Island*. Good luck with your submissions! Please read the guidelines thoroughly before starting your submissions:

Click [HERE](#) to Apply for the Music PEI Awards

## **DEADLINE**

Submissions must be received by:  
Friday, October 19th, 2018

## **VOTING PROCESS**

In 2016 Music PEI decided to move towards a more transparent and industry-driven voting process. In the past, Music PEI used expert jurors to determine our nominees. The winners of many of the categories were determined by the Music PEI membership. For 2018-2019, to ensure a system that is fair and transparent, we will use an entirely **juried voting process** for the following awards:

- Achievement in Classical
- Achievement in Jazz
- Digital Achievement of the Year
- Event of the Year
- Francophone Artist of the Year
- Group of the Year
- Live Music Programmer of the Year
- Media Person of the Year
- Musician of the Year
- New Artist of the Year
- Producer of the Year
- Recording Studio of the Year
- SOCAN Songwriter of the Year
- Solo Artist of the Year
- Song of the Year
- Touring Artist of the Year
- Venue of the Year
- Video of the Year
- Visual Artist of the Year

If you are interested in becoming a juror for the Music PEI Awards, please submit [HERE](#).

The following award categories will continue to be **voted on by the membership**.

- Album of the Year
- Blues Recording of the Year
- Country Recording of the Year
- Electronic Single of the Year
- Loud Recording of the Year
- Pop Recording of the Year
- Rock Recording of the Year
- Roots Contemporary Recording of the Year
- Roots Traditional Recording of the Year
- Urban Recording of the Year

The Cover Band/Artist of the Year, and Entertainer of the Year of the Year awards will be determined by a public vote.

## **ALBUM UPLOAD**

If you are submitting your album for consideration in one of the music award categories, you **MUST** have your entire album (unless otherwise specified) loaded on SoundCloud. This service is free to use, and will help to ensure efficiency when viewing and jurying your submission. If you have any questions regarding the use of these free services, do not hesitate to contact the MPEI office for further information.

The following fees are in effect for 2019.

Awards (unlimited) - \$30.00 plus HST

Showcases (unlimited) - \$20.00 plus HST

## MUSIC PEI AWARD SUBMISSION PROCESS

### Eligibility

All PEI artists who released recordings between **May 1, 2017 – October 19th, 2018** are eligible to submit for the 2018 Music PEI Music Awards. You must be a current Music PEI member to submit. If you are not a current member, you can complete a membership application online or renew your membership.

All submissions require a full-length recording (unless otherwise specified), which **must** be uploaded to a SoundCloud account. Please ensure that the links are valid until January 28th, 2018 in order for all adjudication to be completed. **No URL's accepted!**

A full-length recording is defined as a recording that contains a minimum of six (6) tracks, or is a minimum of thirty (30) minutes long. At least fifty percent (50%) of the tracks on a recording must be previously unreleased.

A release date is defined by the date that the album is available for retail sale. Artists/groups will be asked to provide a date of release and may be asked to provide the following as proof: letter from distributor, label, retail outlet, Soundscan report or digital sales report.

All applicants must be a current resident of Prince Edward Island. You are considered a resident of PEI if you meet both of the following criteria:

- primary artist and/or the majority of the group has a permanent address on Prince Edward Island
- and have been a resident for at least one year prior to the submission deadline of October 19th, 2018.

Artists must submit **a total** of three (3) physical copies of their CD, delivered to the Music PEI office by the deadline date in addition to the online submission. NOTE: We do not need three CD's per category – just three CD's in total. Note: these CD's may be used for promotional purposes.

All submission requirements must be met. Incomplete applications will not be accepted. Submissions are only accepted online via Marcato.

Any occurrences of questionable eligibility shall be determined by the discretion of the Music PEI Awards Committee.

All applicants must pay a **one-time** fee of **\$30.00 plus HST** in order to apply to the 2019 Music PEI Awards.

### DEADLINE

Submissions must be received by:  
Friday, October 19th, 2018

## Nomination Process

The following section outlines the award categories for the Music PEI Music Awards 2018 and the nomination process for each. Please review this section and the respective forms for each award.

Music PEI presents awards in several categories. Each category is activated and included in the current year's voting process once Music PEI has received a minimum of three (3) submissions. The submissions for voted categories are then sent to committees of jurors with a demonstrated expertise and knowledge of the overall industry or individual categories. The jury is carefully selected to ensure no conflict of interest occurs and a fair balance is maintained. The juror votes are then tabulated and the top five (5) selections in each category become the nominees, and are sent to the official accounting firm for the awards voting.

The Following awards are determined by a **juried voting process**

- Achievement in Classical
- Achievement in Jazz
- Digital Achievement of the Year
- Electronic Single Recording of the Year
- Event of the Year
- Francophone Artist of the Year
- Group of the Year
- Live Music Programmer of the Year
- Media Person of the Year
- Musician of the Year
- New Artist of the Year
- Producer of the Year
- Recording Studio of the Year
- SOCAN Songwriter of the Year
- Solo Artist of the Year
- Song of the Year
- Touring Artist of the Year
- Venue of the Year
- Video of the Year
- Visual Artist of the Year

The list of awards below will be voted on by the [membership](#). The list of nominees, along with song clips are then posted on the MPEI website. Winners are then chosen by the combined votes of all eligible members of Music PEI (unless otherwise specified). All voting is done online.

- Album of the Year
- Blues Recording of the Year
- Country Recording of the Year
- Loud Recording of the Year
- Pop Recording of the Year
- Rock Recording of the Year

- Roots Contemporary Recording of the Year
- Roots Traditional Recording of the Year
- Urban Recording of the Year

Artists/groups may submit for any number of General Categories and/or only one (1) Genre Specific Category for each recording. Furthermore, artists/groups may submit for any number of Non-Recording Categories in addition to General and/or Genre Specific Categories. If a recording falls within the eligibility period for two voting years, it may be submitted both years. However, the same rules apply, and a recording can only be submitted for nomination in one Genre Specific Category. A recording cannot be nominated twice in the same category.

Each category is reviewed to ensure that all submissions meet each individual genre description. If a submission to a specific genre is questionable the artist will be contacted by the Awards & Stages Committee to discuss.

Where there are fewer than the minimum required submissions in the following categories they will be combined:

- Blues Recording of the Year to Roots Contemporary Recording of the Year
- Country Recording of the Year to Roots Contemporary Recording of the Year
- Loud Recording of the Year to Rock Recording of the Year
- Urban Recording of the Year to Pop Recording of the Year
- Electronic Single Recording of the Year to Urban Recording of the Year

In all other categories, if fewer than the minimum number of submissions are received, artists in consultation with Music PEI will be given a choice to move to another category. If they do not wish to be moved to another category, they will be automatically eligible in the same category for the following year. Each submission can be carried over only once.

The nominees in each category will be announced in November 2018. Voting polls will open shortly after nominees are announced. All voting will take place online where applicable. Winners will be announced during the Music PEI Week Afternoon Awards Party taking place **January 27th, 2019.**

## **Artist Awards**

### **General Categories**

When submitting online via Marcato, you will be asked to provide supporting information in addition to a biography and press highlights. This supporting information is your place to shine and impress the jurors. A single award is presented in each category except where indicated. Artists/groups may submit for any number of general award categories (if criteria are met). Nominees are chosen by a panel of jurors. Winners are then selected by a vote of the membership of Music PEI (unless otherwise noted) and will be announced during the Music PEI Week Afternoon Awards Party taking place January 27th, 2019.

### **Album of the Year**

This award is given to both the artist/group and the producer. The artist/group must be PEI eligible (not necessarily the producer).

### **Cover Band/Artist of the Year (Fan's Choice)**

This award is given to a cover or tribute band demonstrating excellent musicianship combined with popularity. We've all had great nights dancing away to cover bands performing our favourite songs be it classic rock from the 60's and 70's, big hair music from the 80's, 90's grunge, heavy metal or today's pop hits. Great cover bands create a suspension of belief so solid that fans can almost believe they're the real deal. We want to celebrate you. This award is voted on by the general public.

### **Electronic Single Recording of the Year**

This award recognizes a release by an individual or group whose music employs electronic musical instruments and electronic music technology at the root of its production. Recordings can utilize acoustic instruments as part of the production, but the structure must be defined by electronic elements. This award is designed for all styles of EDM such as (but not limited to): NRG, House, Garage, Techno, Euro-beat, Miami Sound, Latin Freestyle, Hip-house, techno, house, electro, trance, drum'n'bass, dubstep, grime, electro-acoustic, turntablism, sample-based music, ambient, downtempo and other subgenres thereof.

NOTE: If there are fewer than the minimum required submissions in this category, this category will be combined with Urban Recording of the Year.

NOTE: Tracks containing prominently recognizable samplings, interpolations or replayed elements will be eligible ONLY IF the artist/group can provide written confirmation that reasonable attempts have been made to obtain proper clearance.

COLLABORATIONS: The artist listing may include the acronyms "vs" "&" or "featuring"; however, at least 50% of the members must fulfill the eligibility criteria. Sampled vocals/music is not factored into this equation. To be eligible, a submission must satisfy one or more of the following indicators: 1. Product is available for sale either online or through traditional retail stores, which sell sound recordings in the ordinary course of business. 2. Promotion singles are also eligible if they have received airplay on one or more of the nationally recognized

commercial radio stations. 3. Release has 300 or more plays on Spotify, Soundcloud, or Bandcamp.

### **Entertainer of the Year (Fan's Choice)**

This award recognizes an active artist (solo, duo or group) regardless of eligible releases. Applicants should outline achievements with regional, national, and international touring during the eligibility period. This may include reviews, tour dates, awards, and accomplishments. Applicants must also include music with their submission. The award is selected by a jury of industry professionals and peers.

### **Francophone Artist of the Year**

This award recognizes outstanding achievement in the industry by an Acadian or Francophone artist or group in any genre. If a group, at least 50% of members must be (or self-identify) as Acadian or Francophone and fulfill the eligibility criteria. A list of professional accomplishments from the eligibility period must be included in the "support material" field in the online nomination form. This award does not require a release but adjudication will be based on activity/accomplishments from the eligibility period. One winner will be selected by a jury of industry professionals and peers in the field.

### **Group of the Year**

Only duos or groups qualify for this award. This award is open to both instrumental and vocal recordings.

### **Musician of the Year**

This award recognizes the accomplishments of an individual recording/performing artist within the dates of the eligibility period. The spirit of this award is to honour those musicians who lend their talents as sidemen/women to other musicians both in the studio and on stage. Applicants must provide bios and accomplishments of the previous year. The award is selected by a jury of industry professionals and peers.

### **New Artist of the Year**

This award recognizes an up and coming artist or group who has not been nominated for any Music PEI recording awards in a prior year (excluding Video of the Year.) All applicants must have completed their debut recording during the eligibility period in order to qualify for this award.

### **SOCAN Songwriter of the Year**

This award recognizes excellence in the lyrics and melody of an originally composed song. The song submitted must be recorded on an eligible release. On collaborations, at least one of the songwriters must be a current resident of PEI. The award honours only PEI songwriters (not their collaborators). **\*If a track from your eligible recording has been previously nominated in this category, you are ineligible to submit.**

### **Solo Recording of the Year**

Only solo artists qualify for this award. This award is open to both instrumental and vocal recordings. This award is open to both instrumental and vocal recordings.

### **Song of the Year**

This is awarded to the artist/group and producer. This award recognizes single recordings. Product submitted must be released to radio or other audio broadcasters (web, satellite, digital) during the eligibility period (May 1, 2017 - October 19th, 2018) and not have been released to retail prior to May 1, 2017. Applications for this award should include any relevant tracking reports and radio airplay information pertaining to the single submitted. The artist/group must be members of Music PEI (though not necessarily the producer). To be eligible, a submission must satisfy one or more of the following indicators: 1. Product is available for sale either online or through traditional retail stores, which sell sound recordings in the ordinary course of business. 2. Promotion singles are also eligible if they have received airplay on one or more of the nationally recognized commercial radio stations. 3. Release has 300 or more plays on Spotify, Soundcloud, or Bandcamp.

### **Video of the Year**

This award recognizes a video for an individual song or track that was officially released by an artist or group during the eligibility period. Videos may include music videos, Video Songs, viral videos, live performance videos etc. This award honours the artist/group and director. The video does not have to be from a full length recording released during the current eligibility period to be eligible for this category but **if a video from your eligible recording has been previously nominated last year in this category, you are ineligible to submit.** It can be a single release but must be a new works that was released during the eligibility period.

### **Genre Categories**

When submitting online via Marcato, you will be asked to provide supporting information in addition to a biography and press highlights. This supporting information is your place to shine and impress the jurors. These awards recognize the recordings and are awarded to the artist/group. A single award is presented in each category. Artists/groups may submit for one (1) genre specific category. If a group at least 50% of the members must fulfill the eligibility criteria. Nominees are chosen by a panel of jurors. One winner will then be selected by a jury consisting of experts and peers and will be announced during Music PEI Week.

### **Achievement in Classical Music Award**

This award is to recognize the achievements of an individual or ensemble performing in the classical realm. Submissions may come in a variety of formats, such as recordings (studio/live audio or film), press clips, reviews, and written scores. Artists must also include a list of achievements within the eligibility period. Achievements may include (but are not limited to) performances, recitals, awards, and contributions of impact within PEI's classical community. One winner will then be selected by a jury consisting of experts and peers in the Classical field.

### **Achievement in Jazz Award**

This award is to recognize the achievements of an individual or ensemble performing in the Jazz realm. Submissions may come in a variety of formats, such as recordings (studio/ live audio or film), press clips, reviews, and written scores. Artists must also include a list of achievements within the eligibility period. Achievements may include (but are not limited to) performances, recitals, awards, and contributions of impact within PEI's Jazz community. One winner will then be selected by a jury consisting of experts and peers in the Jazz field.

### **Blues Recording of the Year**

This award recognizes a release by a recording artist(s) whose music embraces all styles of blues (i.e., country, Chicago, Delta, East Coast, etc...). NOTE: If this category does not fulfill submission requirements (three or more submissions) it will be combined with the submissions from Roots Contemporary Recording of the Year. One winner will then be selected by a jury consisting of experts and peers in the field.

### **Country Recording of the Year**

This award recognizes a release by a recording artist(s) in all styles of country music including traditional, swing, new country etc. NOTE: If this category does not fulfill submission requirements (three or more submissions) it will be combined with submissions from the Roots Contemporary Recording of the Year. One winner will then be selected by a jury consisting of experts and peers in the field.

### **Loud Recording of the Year**

This award recognizes a release by a recording artist(s) whose music is described as 'loud' or 'heavy'. This includes genres such as hardcore, punk, metal and other subgenres that are not typically heard on mainstream radio. One winner will then be selected by a jury consisting of experts and peers in the field.

### **Pop Recording of the Year**

This award recognizes a release by a recording artist(s) in all styles of pop including Mainstream Pop, Adult Contemporary, Top 40, Dance, Urban styles, etc. One winner will then be selected by a jury consisting of experts and peers in the field.

### **Rock Recording of the Year**

This award recognizes a release by a recording artist(s) in all styles of rock including alt rock, indie rock, rap rock, beat music, southern rock etc. One winner will then be selected by a jury consisting of experts and peers in the field.

### **Roots Contemporary Recording of the Year**

This award recognizes a release by a recording artist(s) (both vocal and/or instrumental) whose music is described as Contemporary Roots and may include genres such as Americana, Alt Country, Contemporary Folk, Folk Rock, Reggae, Rockabilly, etc. One winner will then be selected by a jury consisting of experts and peers in the field.

### **Roots Traditional Recording of the Year**

This award recognizes a release by a recording artist(s) (both vocal and/or instrumental) of ethnically specific traditional music such as Acadian, Bluegrass, Celtic, Irish, Old Time, Scottish, Traditional Folk, etc. One winner will then be selected by a jury consisting of experts and peers in the field.

### **Urban Recording of the Year**

This award is to recognize an individual/group performing music in any of the following genres: rap, hip hop, reggae, R&B, soul, dance, street, dub step, drum and bass. In order to submit, applicants must provide a minimum of three (3) professional audio tracks recorded within the eligibility period, as well as a full biography. One winner will then be selected by a jury consisting of experts and peers in the field.

NOTE: If there are fewer than the minimum required submissions in this category, this category will be combined with Rock Recording of the Year.

NOTE: If there are fewer than the minimum required submissions in this category, this category will be combined with Pop Recording of the Year.

### **Industry Awards**

When submitting online via Marcato, you will be asked to provide supporting information in addition to a biography and press highlights. This supporting information is your place to shine and impress the jurors. A single award is presented in each category unless otherwise specified. Nominees are chosen by a panel of jurors. Winners are then selected by a committee of jurors or a vote of the membership of Music PEI and will be announced during Music PEI Week.

### **Digital Achievement of the Year**

This award recognizes excellence in online and digital presence by an artist, taking into account various elements of digital and social media, including online video platform views (e.g. YouTube, Vimeo etc.), and social networking platform followers (e.g. Facebook fan page, Twitter etc.). This award does not require a release. One winner will be selected by a jury of industry professionals and peers in the field.

### **Event of the Year**

This award recognizes an event held during the eligibility period in which live Prince Edward Island musical performances are prominently featured (This event could be a one day or multiple day event). At least 50% of the artists featured in these events must be residents of PEI. Submissions must include a description of the event and a list of artists/groups featured. One winner will then be selected by a jury consisting of experts and peers in the field of event planning/operations.

### **Live Music Programmer of the Year**

This award recognizes excellence in the field of live music programming. In-house venue, bar, festival and event talent buyers are eligible for this category. The award is presented to an individual selected by a jury of industry professionals and peers. Applicants must provide a list of shows/artists booked during the calendar year of 2017-2018.

### **Media Person of the Year**

This award recognizes those individuals in the media who demonstrate a passion for the promotion of Island artists. Applicants should include a bio/work history demonstrating their contributions during the eligibility period. Applicants are also required to upload electronic samples of their work including press releases, photos, news articles, advertisements, etc. The award is selected by a jury of industry professionals and peers.

### **Producer of the Year**

This award is given to an individual who demonstrates excellence in music production. A music producer is an individual working within the music industry, whose job is to oversee and manage the recording (i.e. "production") of an artist's music. Eligible applicants must submit a full list of eligible recordings worked on during the eligibility period, as well as a full bio, and a minimum of three (3) audio tracks recorded within the eligibility period (maximum of twelve (12) tracks). This could be a combination of tracks from various recordings. The award is selected by a jury of industry professionals and peers.

**Recording Studio of the Year** This award is open to PEI recording studios for work completed during the eligibility period. Applicants must submit a bio/work history, as well as a full list of recordings completed during the eligibility period. The award is selected by a jury of industry professionals and peers.

### **Touring Artist of the Year**

This award recognizes achievement in touring during the eligibility period (May 1, 2017 to October 19th, 2018). Submissions must include a description outlining the following criteria: multiple touring dates outside the region, artistic excellence in your discipline (i.e., examples of reviews), professionalism in touring (i.e., letters of reference or feedback from presenters, venues etc.). One winner will then be selected by a jury consisting of a panel of experts and peers in the field of concert promotion/booking/tour management. The award is selected by a jury of industry professionals and peers.

### **Venue of the Year**

This category can include bars, pubs, theatres, community halls, or anywhere that regularly features Island music. Submissions must include a bio/description of the venue and a list of artists/groups featured during eligibility period. The award is selected by a jury of industry professionals and peers.

### **Visual Artist of the Year**

This award recognizes excellence in graphic design, photography or other visual media for CD packaging and/or artist or music event promotional materials. Work must be completed during the eligibility period. Submissions must include a short bio of the applicant's accomplishments during the eligibility period as well as up to three electronic samples of the individual's work (either PDF or JPEG). The award is selected by a jury of industry professionals and peers.

## **Music PEI Board of Director's Industry Awards**

The Music PEI Board Awards shall be nominated and voted on by the board of directors of Music PEI. If you would like to recommend someone for nomination, please contact [music@musicpei.com](mailto:music@musicpei.com). Industry Awards include:

### **Educator of the Year**

The purpose of this award is to recognize an individual music teacher who fosters growth in students by enabling each to achieve excellence. All private and public music teachers are eligible for this award. The annual recipient will be selected by the Music PEI Board of Directors.

### **Industry Person of the Year**

This award recognizes achievements by an Island industry professional. This category may include managers, agents, publicists, promoters, etc.

**Lifetime Achievement Award** This award recognizes a body of work during the lifetime of the recipient related to the music community on Prince Edward Island.

**Volunteer of the Year** This award recognizes an individual who has made a difference in the PEI music industry through volunteering. The recipient is selected by the MPEI Board of Directors, and is based on industry recognition, letters of support, volunteering accomplishments, and recommendations from their peers.

### **Rooted to the Island**

This award recognizes artists/groups who have nourished their musical roots on PEI, but have since moved away. The recipient is selected by the MPEI Board of Directors, and is based on artistic achievement, accolades, awards received, career relevance, and overall artist success.

### **Live Music Production Professional of the Year**

This award recognizes excellence in the fields of live sound, lighting and technical music production.

### **Community Contributor of the Year**

The nominated artist or group must have been entertaining for no less than 5 years. The spirit of this award is to honour the musicians who play in the halls of PEI for dances, ceilidhs, weddings, parties, benefits etc. We want to honour those artists who have contributed to their community through their music. Submissions must include a bio, photo, links to live video and supporting documents.

Click [HERE](#) to submit your application for a 2019 Music PEI award.

## **SHOWCASE SUBMISSION PROCESS**

There will be multiple showcase opportunities during the Music PEI Week, taking place January 23th-27th, 2019. At this time, artists will be asked to indicate their overall interest in showcasing; via the online platform, Marcato. A final list of

showcasing opportunities will be available closer to the event; however, all artists who submit will be considered for all of the shows - pending criteria is met.

### **Eligibility**

To submit for a showcase artists/groups must submit through Marcato and meet the Music PEI Export Ready criteria listed below.

### **Export Ready Artist Description**

In order to qualify as an "Export Ready Artist" you must meet the following criteria:

1. You must have an up to date marketing and business plan.
2. You must have at least one (1) recording released (minimum 6 song or 30 minutes) within the past two years.
  - o If the recording is only available through online digital purchase, it must be listed with at least two major outlets including but not limited to: Amazon, Itunes, EMusic, Napster, or Rhapsody. Mail order or sales limited to your own website will not qualify.
3. You must have minimum sales of 500 units. You may be asked to provide proof. If self-distributed you must be able to provide a combination of the following:
  - o A manufacturing receipt to prove how many CD's you had manufactured.
  - o Affidavits from retail outlets attesting to the number of units sold.
  - o A log or ledger of off-stage sales signed by each venue manager.
  - o Festival sales reports for off-stage sales.
  - o Digital download service provider reports (3 digital downloads constitutes one unit sold).
4. You must have upcoming bookings/tour in the next 12 months and tour history outside of your region in the previous 12 months.
5. You must have a strong professional history (bio).
6. Must have an independent or established team/infrastructure.
7. Industry recognition (awards, nominations etc.)
8. For groups, band agreements are mandatory.
9. For solo artists, you must have a dedicated commercial bank account in place.

All applicants must currently be a resident of Prince Edward Island. You are considered a resident of PEI if you meet both of the following criteria:

- Primary artist and/or the majority of the group has a permanent address on Prince Edward Island
- And have been a resident for at least one year prior to the submission deadline of October 19th, 2018.

All submission requirements must be met. Incomplete applications will not be accepted.

Any occurrences of questionable eligibility shall be dealt with at the discretion of Music PEI Week Committee.

Music PEI may add artists from outside of the submission process as "Producer's Picks" for specific performances, showcases or concerts.

All applicants must pay a **one-time** fee of **\$20.00 plus HST** in order to apply for showcase opportunities.

### **Showcase Jury Criteria**

When making showcase selections, jurors and programmers will consider the artist/group's history, current activities, future plans, marketability, target audience and quality. The jury for showcases are made up of representatives from across the Island, and when possible, the region.

Click [HERE](#) to fill out a Showcase application form

### **DEADLINE**

Submissions must be received by:  
Friday, October 19th, 2018