



GMA

DOVE AWARDS

2009-2010 Policy & Procedures Manual

for GMA Professional, Associate, and Student Members

PLEASE KEEP THIS DURING THE ENTIRE BALLOTING PERIOD.

41st ANNUAL GMA DOVE AWARDS

ENTRY, NOMINATING AND BALLOTING POLICY & PROCEDURES

The mission of The Gospel Music Association is to expose, promote, and celebrate the Gospel through music.

I. PURPOSE – The GMA Dove Awards help GMA accomplish this mission by giving public recognition by the members of the Gospel Music Association to those persons who have demonstrated excellence or significant accomplishment in the field of Gospel Music.

II. SUBMITTED ENTRY ELIGIBILITY – All persons who are members in good standing of the Gospel Music Association in the professional membership category, or who have submitted a complete professional membership application accompanied by the prescribed membership fee, by **AUGUST 31, 2009**, approved record companies, and approved print publishers shall be entitled to submit entries in the GMA Dove Awards selection process with respect to the awards to be presented during the succeeding calendar year.

III. VOTING ELIGIBILITY – All persons who are members in good standing of the Gospel Music Association in any eligible membership category, or who have submitted a complete membership application accompanied by the prescribed membership fee, by **NOVEMBER 30, 2009** shall be entitled to vote in the GMA Dove Awards selection process with respect to the awards to be presented during the succeeding calendar year. Professional members shall be entitled to enter and vote in all GMA Dove Award categories, according to the guidelines specified on the ballot. Associate and Student Members shall be entitled to vote on the Final Ballot in the Artist, New Artist, Song, Male Vocalist, Female Vocalist and Group of the Year categories only.

IV. AWARD ELIGIBILITY

A. The eligibility period for all award categories, other than 1 through 7, shall be 12 months beginning on the 1st day of November and ending on the 31st day of October prior to the presentation of the awards. **Product must have general distribution and be tracked by SoundScan in the United States (except for categories 20, 34 {SoundScan will apply to category 34 beginning with the 2011 GMA Dove Awards}, 38 through 40, and 42 which do not need to be tracked by SoundScan).** Eligibility will be verified with SoundScan. The first recorded scans must fall within the eligibility period, regardless of the release date stated on the entry form or on SoundScan. General distribution is defined as mail order and/or retail sales for a recorded music product that is marketed nationally. Distribution eligibility as defined by the GMA is based on normal shipment policies of the manufacturer. The GMA reserves the right to verify the policy of the manufacturer as to the amounts of records normally shipped and, if the shipment varies or is substantially less than normal for a particular artist, the GMA reserves the right to determine whether or not it is a true release.

B. In all categories except 1-7, the Gospel Music Association must receive each entry from three or more professional GMA members or one previously approved Record Company/Print Publisher, for that entry to be eligible.

C. From time to time, screening judges may encounter product submissions in the Album and Song categories that raise questions about whether or not the product's lyrics are appropriate for the GMA Dove Awards. To assist the judges in their determination, the GMA Board has authorized the following lyric criteria for use in these instances:

“For purposes of GMA Dove Award eligibility, the lyrics of all entries in the Album and Song categories will be: based upon the historically orthodox Christian faith contained in or derived from the Holy Bible; or apparently prompted and informed by a Christian world-view.”

V. BALLOTING PROCESS – The balloting process for the GMA Dove Awards shall consist of an Entry Form from the Gospel Music Association, a review process and two separate online ballots for which user names and passwords shall be mailed by an independent accounting firm approved by the Association’s President. Such balloting information shall be mailed to all eligible members of the Association as certified in writing to such accounting firm by the President of the Association. Ballots may be returned to the address designated, faxes may be accepted, and email submissions may be accepted. The content of each shall be as follows:

A. Entry Form – Shall contain appropriate instructions and provisions for submitting entries in specified GMA Dove Award Categories. The GMA reserves the right:

1. To disallow entry forms that have insufficient information to verify the entry eligibility and forms for which no contact is readily available. Persons submitting entries will not be notified if their entry or entries are ruled ineligible.
2. To place any entry into the category it deems appropriate and to rule on the eligibility of any product.
3. To withdraw any category in any year if the GMA determines there is an insufficient number of eligible entries in that category (less than ten) and, at the GMA’s discretion, to place the affected entries in another category.

B. First Ballot - Shall list, in alphabetical order:

1. The 50 eligible entries in Song of the Year appearing on the highest number of Entry Forms.
2. The 25 eligible entries in Male Vocalist of the Year, Female Vocalist of the Year, Group of the Year, Artist of the Year and New Artist of the Year appearing on the highest number of Entry Forms.
3. Eligible entries in all other categories receiving three or more professional GMA member entries or one Record Company/Print Publisher entry.

C. Second Ballot – Shall list, in alphabetical order, the Nominees: the five (5) entries in each category which received the most votes in that category on the First Ballot (with the exception of Song of the Year which shall list ten (10); Artist of the Year, New Artist of the Year, Female Vocalist of the Year, Male Vocalist of the Year, and Group of the Year which shall list seven (7) each; and Songwriter of the Year which is derived mathematically from votes for Song of the Year).

VI. TABULATION OF BALLOTS – The independent accounting firm employed by the GMA to supervise the GMA Dove Awards balloting procedures shall assure that all nominations and votes comply with the following guidelines in addition to any rules stated on each entry form or ballot:

- A. On the Entry Form, not more than three member entries may be made in any one category; this does not apply to the Record Company/Print Publisher Form. On the First and Second Ballots not more than one vote shall be cast in any category.
- B. In the event of a tie vote on the First Ballot for fifth place (tenth place in Song of the Year, seventh place for Artist of the Year, New Artist of the Year, Female Vocalist of the Year, Male Vocalist of the Year, and Group of the Year), the number of finalists for that category will be increased in order to include all entries which are tied. In the event of a tie vote on the Second Ballot, both/all recipients receiving the highest number of votes will be awarded a Dove Award.
- C. Only the names of the final nominees selected in each category (and the ten final nominees in the Song of the Year category, and the seven final nominees in the Artist of the Year, New Artist of the Year, Female Vocalist of the Year, Male Vocalist of the Year, and Group of the Year categories), as a result of the tabulation of the First Ballot and the Review Committee process, and of the Dove recipient(s) in each category resulting from tabulation of the Second Ballot, will be disclosed. The number of votes received by any particular nominee shall not be disclosed to anyone by said accounting firm unless so directed by resolution adopted by a majority of the Board of Directors of GMA.

VII. ANNOUNCEMENT OF RECIPIENTS - Prior to the announcement of the recipient(s) at the annual GMA Dove Awards presentation, or such other events as may be selected by the Gospel Music Association, the name of the recipient(s) of the Dove Award in any category will be disclosed by the accounting firm tabulating the ballots only to the president of the Gospel Music Association. Such disclosure will be restricted to persons who, in the president’s judgment, require such information in connection with the production and/or broadcast of the GMA Dove Awards presentation.

**Gospel Music Association
Dove Awards Schedule
2009-2010**

Event	Date
Record Company Entry Forms Mailed	7/21/2009
Record Company Entry Forms Due	8/10/2009
Membership cut-off for Submitted Entries	8/31/2009
Professional Member Entry Forms Mailed	9/9/2009
Professional Member Entry Forms Due	10/2/2009
Record Company Verification Forms Mailed	10/19/2009
Record Company Verification Forms Due	11/4/2009
Product Due	11/4/2009
Membership cut-off for Voting	11/30/2009
Product Screening	12/10/2009
Online First Ballot Information Mailed to International	12/30/2009
Online First Ballot Information Mailed	1/6/2010
First Ballot Voting Opens	1/11/2010
First Ballot Voting Closes	1/26/2010
Nominees Announced	date TBD
Online Second Ballot Information Mailed to International	2/17/2010
Online Second Ballot Information Mailed	2/22/2010
Second Ballot Voting Opens	2/25/2010
Second Ballot Voting Closes	3/11/2010
GMA Dove Awards	4/21/2010

WHO GETS THE DOVE AWARD?

Song of the Year	<i>songwriter, publisher</i>
Categories 2-8	<i>award recipient</i>
Recorded Song of the Year	<i>artist, songwriter (if other than the artist)</i>
Worship Song of the Year	<i>songwriter, publisher</i>
Album of the Year	<i>artist, producer (if other than the artist)</i>
Musical or Choral	<i>creator</i>
Recorded Music Packaging	<i>art director, graphic artist, photographer, illustrator</i>
Short Form / Long Form Video	<i>artist, director (if other than the artist), producer (if other than the artist)</i>

41st Annual GMA Dove Awards Categories

Category # / Category

- | | |
|--------------|--|
| Division I | <ol style="list-style-type: none">1. Song of the Year2. Songwriter of the Year3. Male Vocalist of the Year4. Female Vocalist of the Year5. Group of the Year6. Artist of the Year7. New Artist of the Year8. Producer of the Year |
| Division II | <ol style="list-style-type: none">9. Rap/Hip Hop Recorded Song of the Year10. Rock Recorded Song of the Year11. Rock/Contemporary Recorded Song of the Year12. Pop/Contemporary Recorded Song of the Year13. Inspirational Recorded Song of the Year14. Southern Gospel Recorded Song of the Year15. Bluegrass Recorded Song of the Year16. Country Recorded Song of the Year17. Urban Recorded Song of the Year18. Traditional Gospel Recorded Song of the Year19. Contemporary Gospel Recorded Song of the Year20. Worship Song of the Year |
| Division III | <ol style="list-style-type: none">21. Rap/Hip Hop Album of the Year22. Rock Album of the Year23. Rock/Contemporary Album of the Year24. Pop/Contemporary Album of the Year25. Inspirational Album of the Year26. Southern Gospel Album of the Year27. Bluegrass Album of the Year28. Country Album of the Year29. Urban Album of the Year30. Traditional Gospel Album of the Year31. Contemporary Gospel Album of the Year |
| Division IV | <ol style="list-style-type: none">32. Instrumental Album of the Year33. Children's Music Album of the Year34. Spanish Language Album of the Year35. Special Event Album of the Year36. Christmas Album of the Year37. Praise & Worship Album of the Year |
| Division V | <ol style="list-style-type: none">38. Musical of the Year39. Youth/Children's Musical of the Year40. Choral Collection of the Year41. Recorded Music Packaging of the Year42. Short Form Music Video of the Year43. Long Form Music Video of the Year |

If you have questions regarding the GMA Dove Awards voting process, please contact the GMA office at (615) 277-1350 or doveawardsvoting@gospelmusic.org