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# REGISTRATION INSTRUCTIONS

Before you register your production, please consult the Dora eligibility criteria.

To ensure that your show is attended by the appropriate jury and considered for the Dora Mavor Moore Awards, please complete (in full) the online Show Registration Form, accessed by logging in to the TAPA website, and found under the My TAPA tab.

We encourage you to register all your shows at the beginning of the membership year (September) or as early as possible.

The information provided on the Show Registration Form will appear *exactly* as is in all of TAPA's printed materials. TAPA is not responsible for any inaccuracies or errors in this registration form. These forms must reflect the opening night credits in your house programme.

Registration must be completed and received by the Dora Coordinator ***28 days*** prior to opening night. This deadline is non-negotiable. Submission of this form does not automatically qualify your production for inclusion in the Dora Mavor Moore Awards. The online Show Registration Form will not accept late applications.

You will be advised that your registration has been received within one (1) week of submission. If you do not receive acknowledgment of receipt within that time, it is your responsibility to contact TAPA immediately.

You will receive formal confirmation of registration within two (2) weeks of submission, which will include full confirmation details and additional procedures.

You must forward a copy of your house programme to the Dora Coordinator as soon as it becomes available.

Questions or concerns can be directed to: [scottd@tapa.ca](mailto:scottd@tapa.ca)

## RULES AND REGULATIONS

- You must be a TAPA member in good standing in order to register for the Dora Awards. To be a member in good standing, you must:
  - Pay your dues in a timely manner
  - Register productions for the Dora Awards a minimum of 28 calendar days in advance
- In order to be eligible in the current Dora season, a minimum of 60% of a production's run must occur before May 15. Production runs with less than 60% occurring before May 15 will be eligible in the following Dora season.
- By registering your show with the Dora Mavor Moore Awards, you agree to provide **two (2) complimentary tickets** to each juror in your Division, as well as all Jury Chairs. You may include restrictions on ticket reservations in your registration forms.
- **DO NOT** contact the jurors directly. If you have any questions regarding the jurors or their attendance, you may contact the Dora Coordinator who will discuss your concerns with the jurors.
- Please provide *clear* and *accurate* information on the Show Registration Form. You may not change or alter categories on the form. Incomplete or inaccurate information will not be processed.
- Requests for changes to information regarding a show that has already been registered should be made directly to the Dora Coordinator as early as possible.
- All requests for changes to registration information must be submitted to the Dora Coordinator before May 1. **Once voting begins, no additional changes will be made.**
- In exceptional cases where producers wish to request minor corrections to otherwise accurate information after the nominees are announced (first or second week of June), they have 24hrs following the Dora Press Conference to request such changes. If there are major inaccuracies in the information that a producer has provided, nominations will be withdrawn.
- Companies who have won a Dora for a production are no longer eligible in that same category for the same production. Individuals who have won a Dora are no longer eligible in that same category for the same role in the same production.
- Productions must take place within the City of Toronto (not the GTA); West to the border of Mississauga, North to the border of Vaughan/Markham, East to the border of Pickering.

Eligibility Criteria, Rules and Regulations are subject to change without notice.

# ELIGIBILITY CRITERIA

## ALL DIVISIONS

1. Productions must be produced or presented by a Professional Member in good standing of TAPA. Productions are registered in the Division that matches their discipline.
2. Productions must be professional and must be described by their producer as a professional work of dance, theatre or opera. All artists must be remunerated.
3. Only the opening night cast of a production is eligible for performance awards.
4. Workshops, excerpts and training productions are not eligible. Productions in the Fringe of Toronto Festival and Summerworks Festival are not eligible for the DMMA.
5. No remount can be eligible in the same Division if it has previously been considered by a jury within a five (5) year period.

For theatre, a "remount" is defined as a production which, once closed, is remounted using the stage manager's copy of the prompt script and either of the following elements; the original set and costume designer and / or at least fifty (50%) percent of the speaking roles (five [5] lines or more) are played by artists engaged for the previous production. If a TAPA member revives a production with a different set and costume design and more than 50% new cast members, the production will be eligible for Dora consideration prior to the end of the five-year rule. No remount can be eligible for Outstanding New Play regardless of its production history.

For dance, a "remount" is defined as a production which, once closed, is remounted by the original producer, with the work's choreographer or the choreographer's appointed representative (i.e. a rehearsal director) directing the work; or is remounted by the original producer with the choreography reconstructed based on archival footage and/or notation from the original production; and the original set and/or original costumes and/or original score or soundtrack are used.

6. If a remounted production becomes eligible again, it is not eligible in any category for which it has previously been awarded a Dora.
7. Productions are eligible for consideration in one (1) Division only.
8. Producers must register for the Dora Awards at least four weeks (28 calendar days) prior to the opening performance. **IN ORDER TO BE FAIR TO ALL TAPA MEMBERS, THIS RULE WILL BE STRICTLY ENFORCED.**
9. The Dora Coordinator shall rule on any questions regarding eligibility. Any exceptions will be reviewed by the Dora Eligibility Committee, and then the TAPA Board of Directors. Requests for exceptions must be submitted in writing to the Dora Coordinator at least one (1) month prior to the opening performance.

10. The deceased are not eligible for Dora consideration unless they have passed away during the current Dora year.
11. Producers determine who is considered for any and all awards pertinent to the production they are registering. It is beyond the mandate of the jurors to determine eligibility.

### GENERAL THEATRE DIVISION

1. A production that is presented, produced or co-produced by a venued company must be registered in the General Theatre Division.
2. A production with a budget greater than **\$100,000\*** in a venue with **150 seats** or more must be registered in the General Theatre Division. A production with either a budget of less than \$100,000\* or in a venue with 150 seats or less can choose to register in the Independent Theatre Division.

*\*this includes all creation/production expenses and funds contributed by presenters, co-producers and in-association partners, and excludes all expenses associated with touring.*

2. To be eligible for all awards in this Division, the production must run a minimum of five (5) performances excluding previews, and must be open to the general public in the City of Toronto.
3. To be eligible for Outstanding Touring Production, a production must run a minimum of four (4) performances, and must be open to the general public in the City of Toronto.

### MUSICAL THEATRE DIVISION

1. All productions that are described and promoted as musical theatre are eligible.
2. To be eligible in this Division, a production must run a minimum of five (5) performances excluding previews, and must be open to the general public in the City of Toronto.
3. To be eligible for Outstanding Touring Production, a production must run a minimum of four (4) performances, and must be open to the general public in the City of Toronto.

### OPERA DIVISION

1. All productions that are described and promoted as opera are eligible.
2. To be eligible in this Division, a production must run a minimum of three (3) performances, and must be open to the general public in the City of Toronto.

## INDEPENDENT THEATRE DIVISION

1. A production that is produced by a non-venued company may register in the Independent Theatre Division subject to the following criteria:
2. A production with a budget less than **\$100,000\*** in a venue with **150 seats** or less must be registered in the Independent Theatre Division. A production with either a budget greater than \$100,000\* or in a venue with 150 seats or more can choose to register in the General Theatre Division.

*\*this includes all creation/production expenses and funds contributed by presenters, co-producers and in-association partners, and excludes all expenses associated with touring.*

2. To be eligible in this Division, a production must run a minimum of nine (9) performances excluding previews, and must be open to the general public in the City of Toronto.

## THEATRE FOR YOUNG AUDIENCES DIVISION

1. All productions that are described and promoted as productions for young audiences are eligible.
2. A production must run a minimum of four (4) performances in the City of Toronto, though not necessarily in one location.

## DANCE DIVISION

1. All productions that are described and promoted as dance are eligible.
2. To be eligible in this Division, a production must run a minimum of three (3) performances, and must be open to the general public in the City of Toronto.

# LIST OF DORA AWARDS

- Outstanding Touring Production<sup>†</sup>

## GENERAL THEATRE DIVISION (10 Awards)

- Outstanding Production
- Outstanding New Play
- Outstanding Direction
- Outstanding Performance - Male
- Outstanding Performance - Female
- Outstanding Performance - Ensemble
- Outstanding Scenic Design
- Outstanding Costume Design
- Outstanding Lighting Design
- Outstanding Sound Design/Composition

## AWARDS SHARED BY THE MUSICAL THEATRE AND OPERA DIVISIONS (7 Awards)

- Outstanding New Musical or Opera\*
- Outstanding Direction\*
- Outstanding Scenic Design\*
- Outstanding Costume Design\*
- Outstanding Lighting Design\*
- Outstanding Choreography\*
- Outstanding Musical Direction\*

## MUSICAL THEATRE DIVISION (4 Awards)

- Outstanding Production
- Outstanding Performance - Male
- Outstanding Performance - Female
- Outstanding Performance - Ensemble

## OPERA DIVISION (4 Awards)

- Outstanding Production
- Outstanding Performance - Male
- Outstanding Performance - Female
- Outstanding Performance - Ensemble

### INDEPENDENT THEATRE DIVISION (10 Awards)

- Outstanding New Play or Musical
- Outstanding Production
- Outstanding Direction
- Outstanding Performance - Male
- Outstanding Performance - Female
- Outstanding Performance - Ensemble
- Outstanding Scenic Design
- Outstanding Costume Design
- Outstanding Lighting Design
- Outstanding Sound Design/Composition

### THEATRE FOR YOUNG AUDIENCES DIVISION (5 Awards)

- Outstanding Production
- Outstanding New Play
- Outstanding Direction
- Outstanding Performance - Individual
- Outstanding Performance - Ensemble

### DANCE DIVISION (7 Awards)

- Outstanding Production
- Outstanding Original Choreography
- Outstanding Performance - Male
- Outstanding Performance - Female
- Outstanding Performance - Ensemble
- Outstanding Sound Design/Composition
- Outstanding Lighting Design

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\* Awards shared by the Musical and Opera Divisions

+ Awards shared by the General and Musical Divisions



# AWARD DESCRIPTIONS

## Outstanding Touring Production

All touring productions (excluding dance) which meet all the eligibility criteria can be registered. This award is for productions not originating in Toronto and not co-produced with a TAPA member. In this category, the TAPA member company is presenting an existing piece, and does not have artistic input. Touring productions are not eligible for any other awards. This award is adjudicated by the Musical Theatre/Opera jury, and is awarded to the presenting TAPA member company.

## GENERAL THEATRE DIVISION

### Outstanding Production

All productions which meet the eligibility criteria and are registered in the General Theatre Division are eligible for this award. This award is for the producing company.

### Outstanding New Play

Any person(s) identified as playwright(s)/creator(s) by a TAPA member for a **play** that has its world premiere in Toronto in any language; or any person(s) identified as playwright(s)/creator(s) by a TAPA member for a **production** originating in Toronto\* of a **play** that is registered for the Doras *for the first time*. This award goes to the playwright(s)/creator(s), and is not an award for the production. Eligibility in this category is granted once, regardless of recurring eligibility in different Divisions.

Original translations into either official language (English or French) originating in Toronto\* are eligible for this award. The original playwright(s) and translator(s) must be acknowledged in the registration for this category.

*\* A production originating in Toronto is defined for the purposes of the DMMA as follows: the production company responsible for the creation of the production has its head office in Toronto; OR the independent artist responsible for the creation of the production is a resident of Toronto.*

### Outstanding Direction

Any persons named by the producer as engaged for the purpose of directing the production are eligible for this award provided the production meets all other eligibility criteria. The Director is responsible for conceptualizing and/or staging the production.

### Outstanding Performance - Male

All individual male performers from the opening night cast who are named by the producer are eligible, provided that the production meets all other eligibility criteria.

### Outstanding Performance - Female

All individual female performers from the opening night cast who are named by the producer are eligible, provided that the production meets all other eligibility criteria.

### Outstanding Performance - Ensemble

The producer may choose to register all or some of the performers (minimum of 2 on-stage performers) in a production which meets all other eligibility criteria. A performer may NOT be registered both as an individual performer and as a member of an Ensemble. Each performer may only be listed ONCE, either as an Individual OR as part of an Ensemble, but not both.

*\* For registering your ensemble, you might consider the following as non-prescriptive guidelines:*

- 1. Performance involving several performers whose roles are of equal importance.*
- 2. 2 (two) or more performers taken as a whole that reflect a degree of cohesion in their work.*
- 3. An ensemble cast made up of performers in which the principal performers are assigned roughly equal amounts of importance in a production.*
- 4. An ensemble performance is characterized by a group of performers appearing to be so deeply dependent on each ensemble member's contribution that the work of this group is greater than the sum of its parts.*

### Outstanding Scenic Design

Any person(s) engaged to conceptualize, co-ordinate or direct the realization of the scenic elements for a production produced or co-produced by a TAPA member is eligible for this award provided the production meets all other eligibility criteria.

### Outstanding Costume Design

Any person(s) engaged to conceptualize, co-ordinate or direct the realization of the costume elements for a production produced or co-produced by a TAPA member is eligible for this award provided the production meets all other eligibility criteria.

### Outstanding Lighting Design

Any person(s) engaged to conceptualize, co-ordinate or direct the realization of the lighting and/or video projection elements for a production produced or co-produced by a TAPA member is eligible for this award provided the production meets all other eligibility criteria.

### Outstanding Sound Design / Composition

Any person(s) engaged to conceptualize, co-ordinate or direct the realization of the sound for a production produced or co-produced by a TAPA member is eligible for this award provided the production meets all other eligibility criteria. This award recognizes outstanding achievement in composition of original music or original sound or the adaptation of sound elements either live or pre-recorded.

<b>AWARDS SHARED BY THE MUSICAL THEATRE AND OPERA DIVISIONS</b>
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### Outstanding New Musical or New Opera

Any person(s) identified as composer(s)/librettist(s)/creator(s) by a TAPA member for a **musical or opera** that has its world premiere in Toronto in any language; or any person(s) identified as composer(s)/librettist(s)/creator(s) by a TAPA member for a **production** originating in Toronto\* of a **musical or opera** that is registered for the Doras

*for the first time.* This award goes to the composer(s)/librettist(s)/creator(s), and is not an award for the production. Eligibility in this category is granted once, regardless of recurring eligibility in different Divisions.

Original translations into either official language (English or French) originating in Toronto\* are eligible for this award. The original composer(s)/librettist(s)/creator(s) and translator(s) must be acknowledged in the registration for this category.

*\* A production originating in Toronto is defined for the purposes of the DMMA as follows: the production company responsible for the creation of the production has its head office in Toronto; OR the independent artist responsible for the creation of the production is a resident of Toronto.*

### **Outstanding Direction**

Any persons named by the producer as engaged for the purpose of directing the production are eligible for this award provided the production meets all other eligibility criteria. The Director is responsible for conceptualizing and/or staging the production.

### **Outstanding Scenic Design**

Any person(s) engaged to conceptualize, co-ordinate or direct the realization of the scenic elements for a production produced or co-produced by a TAPA member is eligible for this award provided the production meets all other eligibility criteria.

### **Outstanding Costume Design**

Any person(s) engaged to conceptualize, co-ordinate or direct the realization of the costume elements for a production produced or co-produced by a TAPA member is eligible for this award provided the production meets all other eligibility criteria.

### **Outstanding Lighting Design**

Any person(s) engaged to conceptualize, co-ordinate or direct the realization of the lighting and/or video projection elements for a production produced or co-produced by a TAPA member is eligible for this award provided the production meets all other eligibility criteria.

### **Outstanding Choreography**

Any person(s) engaged to create and/or stage dance numbers and/or specialized movements for a production produced or co-produced by a TAPA member is eligible for this award provided the production meets all other eligibility criteria.

### **Outstanding Musical Direction**

Any person(s) engaged to conceptualize, provide musical direction and/or conduct any live music played or sung on stage in a musical or opera produced or co-produced by a TAPA member is eligible for this award provided the production meets all other eligibility criteria.

## MUSICAL THEATRE DIVISION

### Outstanding Production

All productions described and promoted as musicals and which meet the eligibility criteria are eligible. This award is for the producing company.

### Outstanding Performance - Male

All individual male performers from the opening night cast who are named by the producer are eligible, provided that the production meets all other eligibility criteria.

### Outstanding Performance - Female

All individual female performers from the opening night cast who are named by the producer are eligible, provided that the production meets all other eligibility criteria.

### Outstanding Performance - Ensemble

The producer may choose to register all or some of the performers (minimum of 2 on-stage performers) in a production which meets all other eligibility criteria. A performer may NOT be registered both as an individual performer and as a member of an Ensemble. Each performer may only be listed ONCE, either as an Individual OR as part of an Ensemble, but not both.

*\* For registering your ensemble, you might consider the following as non-prescriptive guidelines:*

- 1. Performance involving several performers whose roles are of equal importance.*
- 2. 2 (two) or more performers taken as a whole that reflect a degree of cohesion in their work.*
- 3. An ensemble cast made up of performers in which the principal performers are assigned roughly equal amounts of importance in a production.*
- 4. An ensemble performance is characterized by a group of performers appearing to be so deeply dependent on each ensemble member's contribution that the work of this group is greater than the sum of its parts.*

## OPERA DIVISION

### Outstanding Production

All productions described and promoted as opera and which meet the eligibility criteria are eligible. This award is for the producing company.

### Outstanding Performance - Male

All individual male performers from the opening night cast who are named by the producer are eligible, provided that the production meets all other eligibility criteria.

### Outstanding Performance - Female

All individual female performers from the opening night cast who are named by the producer are eligible, provided that the production meets all other eligibility criteria.

### Outstanding Performance - Ensemble

The producer may choose to register all or some of the performers (minimum of 2 on-stage performers) in a production which meets all other eligibility criteria. A performer may NOT be registered both as an individual performer and as a member of an Ensemble. Each performer may only be listed ONCE, either as an Individual OR as part of an Ensemble, but not both.

*\* For registering your ensemble, you might consider the following as non-prescriptive guidelines:*

- 1. Performance involving several performers whose roles are of equal importance.*
- 2. 2 (two) or more performers taken as a whole that reflect a degree of cohesion in their work.*
- 3. An ensemble cast made up of performers in which the principal performers are assigned roughly equal amounts of importance in a production.*
- 4. An ensemble performance is characterized by a group of performers appearing to be so deeply dependent on each ensemble member's contribution that the work of this group is greater than the sum of its parts.*

## INDEPENDENT THEATRE DIVISION

### Outstanding Production

All productions which meet the eligibility criteria and are registered in the Independent Theatre Division are eligible for this award. This award is for the producing company.

### Outstanding New Play

Any person(s) identified as playwright(s)/creator(s) by a TAPA member for a **play** that has its world premiere in Toronto in any language; or any person(s) identified as playwright(s)/creator(s) by a TAPA member for a **production** originating in Toronto\* of a **play** that is registered for the Doras *for the first time*. This award goes to the playwright(s)/creator(s), and is not an award for the production. Eligibility in this category is granted once, regardless of recurring eligibility in different Divisions.

Original translations into either official language (English or French) originating in Toronto\* are eligible for this award. The original playwright(s) and translator(s) must be acknowledged in the registration for this category.

*\* A production originating in Toronto is defined for the purposes of the DMMA as follows: the production company responsible for the creation of the production has its head office in Toronto; OR the independent artist responsible for the creation of the production is a resident of Toronto.*

### Outstanding Direction

Any persons named by the producer as engaged for the purpose of directing the production are eligible for this award provided the production meets all other eligibility criteria. The Director is responsible for conceptualizing and/or staging the production.

### **Outstanding Performance - Male**

All individual male performers from the opening night cast who are named by the producer are eligible, provided that the production meets all other eligibility criteria.

### **Outstanding Performance - Female**

All individual female performers from the opening night cast who are named by the producer are eligible, provided that the production meets all other eligibility criteria.

### **Outstanding Performance - Ensemble**

The producer may choose to register all or some of the performers (minimum of 2 on-stage performers) in a production which meets all other eligibility criteria. A performer may NOT be registered both as an individual performer and as a member of an Ensemble. Each performer may only be listed ONCE, either as an Individual OR as part of an Ensemble, but not both.

*\* For registering your ensemble, you might consider the following as non-prescriptive guidelines:*

- 1. Performance involving several performers whose roles are of equal importance.*
- 2. 2 (two) or more performers taken as a whole that reflect a degree of cohesion in their work.*
- 3. An ensemble cast made up of performers in which the principal performers are assigned roughly equal amounts of importance in a production.*
- 4. An ensemble performance is characterized by a group of performers appearing to be so deeply dependent on each ensemble member's contribution that the work of this group is greater than the sum of its parts.*

### **Outstanding Scenic Design**

Any person(s) engaged to conceptualize, co-ordinate or direct the realization of the scenic elements for a production produced or co-produced by a TAPA member is eligible for this award provided the production meets all other eligibility criteria.

### **Outstanding Costume Design**

Any person(s) engaged to conceptualize, co-ordinate or direct the realization of the costume elements for a production produced or co-produced by a TAPA member is eligible for this award provided the production meets all other eligibility criteria.

### **Outstanding Lighting Design**

Any person(s) engaged to conceptualize, co-ordinate or direct the realization of the lighting and/or video projection elements for a production produced or co-produced by a TAPA member is eligible for this award provided the production meets all other eligibility criteria.

### **Outstanding Sound Design / Composition**

Any person(s) engaged to conceptualize, co-ordinate or direct the realization of the sound for a production produced or co-produced by a TAPA member is eligible for this award provided the production meets all other eligibility criteria. This award recognizes outstanding achievement in composition of original music or original sound or the adaptation of sound elements either live or pre-recorded.

## THEATRE FOR YOUNG AUDIENCES

### Outstanding Production

All productions described and promoted for children or young audiences and which meet the eligibility criteria are eligible. This award is for the producing or presenting company.

### Outstanding New Play

Any person(s) identified as playwright(s)/creator(s) by a TAPA member for a **play** that has its world premiere in Toronto in any language; or any person(s) identified as playwright(s)/creator(s) by a TAPA member for a **production** originating in Toronto\* of a **play** that is registered for the Doras *for the first time*. This award goes to the playwright(s)/creator(s), and is not an award for the production. Eligibility in this category is granted once, regardless of recurring eligibility in different Divisions.

Original translations into either official language (English or French) originating in Toronto\* are eligible for this award. The original playwright(s) and translator(s) must be acknowledged in the registration for this category.

*\* A production originating in Toronto is defined for the purposes of the DMMA as follows: the production company responsible for the creation of the production has its head office in Toronto; OR the independent artist responsible for the creation of the production is a resident of Toronto.*

### Outstanding Direction

Any persons named by the producer as engaged for the purpose of directing the production are eligible for this award provided the production meets all other eligibility criteria. The Director is responsible for conceptualizing and/or staging the production.

### Outstanding Performance - Individual

All performers (male or female) from the opening night cast who are named by the producer are eligible, provided that the production meets all other eligibility criteria.

### Outstanding Performance - Ensemble

The producer may choose to register all or some of the performers (minimum of 2 on-stage performers) in a production which meets all other eligibility criteria. A performer may NOT be registered both as an individual performer and as a member of an Ensemble. Each performer may only be listed ONCE, either as an Individual OR as part of an Ensemble, but not both.

*\* For registering your ensemble, you might consider the following as non-prescriptive guidelines:*

- 1. Performance involving several performers whose roles are of equal importance.*
- 2. 2 (two) or more performers taken as a whole that reflect a degree of cohesion in their work.*
- 3. An ensemble cast made up of performers in which the principal performers are assigned roughly equal amounts of importance in a production.*

*4. An ensemble performance is characterized by a group of performers appearing to be so deeply dependent on each ensemble member's contribution that the work of this group is greater than the sum of its parts.*

## DANCE DIVISION

### **Outstanding Production**

All productions described and promoted as dance and which meet the eligibility criteria are eligible. This award is for the producing or presenting company. Touring productions (i.e. dance pieces that do *not* originate in Toronto\*) are eligible only for this award.

### **Outstanding Original Choreography**

Any person(s) engaged as a choreographer(s) by a TAPA member for a dance piece that has its world premiere in Toronto; or any person(s) engaged as a choreographer by a TAPA member for a dance piece originating in Toronto\* that has its Toronto premiere. This award goes to the choreographer(s), and is not an award for the production. Eligibility in this category is granted once, regardless of recurring eligibility in different Divisions.

### **Outstanding Performance - Male**

Any male dancer from the opening night cast engaged by a TAPA member for a dance piece that is not a touring production, provided that the production meets all other eligibility criteria.

### **Outstanding Performance - Female**

Any female dancer from the opening night cast engaged by a TAPA member for a dance piece that is not a touring production, provided that the production meets all other eligibility criteria.

### **Outstanding Performance - Ensemble**

Any group of dancers from the opening night cast engaged by a TAPA member for a dance piece that is not a touring production, provided that the production meets all other eligibility criteria. The producer may choose to register all or some of the performers (minimum of 2 on-stage performers) in a production which meets all other eligibility criteria. A performer may NOT be registered both as an individual performer and as a member of an Ensemble. Each performer may only be listed ONCE, either as an Individual OR as part of an Ensemble, but not both.

*\* For registering your ensemble, you might consider the following as non-prescriptive guidelines:*

- 1. Performance involving several performers whose roles are of equal importance.*
- 2. 2 (two) or more performers taken as a whole that reflect a degree of cohesion in their work.*
- 3. An ensemble cast made up of performers in which the principal performers are assigned roughly equal amounts of importance in a production.*
- 4. An ensemble performance is characterized by a group of performers appearing to be so deeply dependent on each ensemble member's contribution that the work of this group is greater than the sum of its parts.*



### Outstanding Sound Design/Composition

Any person(s) engaged to conceptualize, co-ordinate or direct the realization of the sound for a dance piece produced or co-produced by a TAPA member that has its world premiere in Toronto, or for a dance piece originating in Toronto\* that has its Toronto premiere, provided the production meets all other eligibility criteria. This award recognizes outstanding achievement in composition of original music or original sound or the adaptation of sound elements either live or pre-recorded.

### Outstanding Lighting Design

Any person(s) engaged to conceptualize, co-ordinate or direct the realization of the lighting and/or video projection elements for a dance piece produced or co-produced by a TAPA member that has its world premiere in Toronto, or for a dance piece originating in Toronto\* that has its Toronto premiere, provided the production meets all other eligibility criteria.

*\* A production originating in Toronto is defined for the purposes of the DMMA as follows: the production company responsible for the creation of the production has its head office in Toronto; OR the independent artist responsible for the creation of the production is a resident of Toronto.*

## VOTING PROCEDURES

### ATTENDANCE

Jury members may not vote for productions they have not attended *at any stage of voting*. This applies to productions that jurors may have seen previously (for instance a show from the Fringe that is remounted), as the remount may not be identical to the original production. Substantiation of attendance must be provided to Jury Chairs for every production. Jury Chairs will track juror attendance for every production.

Juror attendance records will be provided to the Dora Scrutineer, who will verify that jurors have not voted for productions they have not attended. If a juror votes for a production they have not attended or for which they have not provided substantiation, their ballot in that round of voting will not be counted.

### CONFLICT OF INTEREST

Jurors must state if they have a conflict of interest in any production registered in their Division. For the purposes of the DMMA, a conflict of interest is defined as (but not limited to) the following: (a) when a juror participates (paid or unpaid) as part of a registered production's administrative, creative, and/or technical team; (b) when a juror is employed by the production company/companies that registered the production or is a member of its governing body; or (C) when a juror is related by birth or marriage, including Common Law status, to any individual who meets criteria (a) and (b).

The Jury Chair for the Division will record any conflict of interest. Jurors who have a conflict of interest with a registered production may not vote for that production *in the first round of voting*, which creates the short-list. Should the production appear on the short-list after the first round of voting, the juror with the conflict may vote for the production in the second and third ballots.

Juror conflict of interest records will be provided to the Dora Scrutineer, who will verify that jurors have not voted for productions with which they have a conflict. If a juror votes for a production with which they have a conflict, their ballot in that round of voting will not be counted.

### YEAR-END PROCEDURES

The number and nature of votes received shall not be disclosed by the Accounting Firm to anyone, including the TAPA and Dora staff and Boards, the juries or to any other person or entity at any time. The names of the nominees shall not be made public until the Dora Press Conference, and the names of the winners shall not be made public until the presentation of the Dora Mavor Moore Awards.

No member of the jury may abstain from voting in any category, nor may they vote for fewer than the prescribed number of candidates in any one category. Jury members may not vote for productions they have not attended.

There must be a minimum of two (2) eligible candidates in a category in order to proceed with voting. Voting must proceed in all three rounds as long as the minimum of two (2) eligible candidates is met. In the event of only one (1) eligible candidate in a category, no award will be given in that category for that season. In such a situation, the producer may register the same production, should it be remounted (even within the 5 year minimum) in any subsequent seasons, in any/all categories in which no award was given. They will retain their original eligibility status.

Once voting has begun, in the event that a registered candidate in any award category in any Division at any stage of the voting process chooses to withdraw their candidacy from consideration, the candidate in question shall be removed from the ballot without substitution. Withdrawn short-listed and nominated candidates shall NOT be replaced by the next runner-up. In the event of only one (1) eligible candidate remaining in a category due to withdrawals, no award will be given in that category for that season. In such a situation, the producer may register the same production, should it be remounted (even within the 5 year minimum) in any subsequent seasons, in any/all categories in which no award was given. They will retain their original eligibility status.

FIRST ROUND (short list):

The Accounting Firm of the Dora Mavor Moore Awards shall email to each juror a ballot with the full list of eligible candidates in every category. Each juror shall short list a minimum of one (1) and a maximum of five (5) candidates in each category.

Jurors with a conflict of interest with an eligible production *may not* vote for that production in any category in this round of voting.

The Accounting Firm shall tabulate the votes of each jury in every category. Every candidate named by every juror shall be included on the short list.

SECOND ROUND (nominees):

The Accounting Firm shall email to each juror a ballot with the short-listed candidates for each category. Each juror shall vote by attributing points to his/her top five (5) choices in the following manner; five (5) points for his/her first choice, four (4) points for the second choice, three points (3) for the third choice, two (2) points for the fourth choice and one (1) point for the fifth choice. Jurors *must* assign all 5 levels of points, and may not enter the same number twice.

Jurors with a conflict of interest with an eligible production *may* vote for that production in any category in this round of voting.

The Accounting Firm shall tabulate the votes of each jury in every category. The nominees shall be the first five (5) eligible candidates to receive the most votes. In the event of a (or several) tie(s), nominees in excess of the five (5) allotted spots will be dropped. The minimum number of nominees shall be two (2), and maximum number of nominees shall not exceed five (5). In the case of a five-way tie (or more) for second place or a four-way tie for third place, the tie shall be broken by first tabulating the

number of jurors who voted for each candidate. If this does not break the tie, then the points attributed to each remaining tied candidate shall be switched to ordinals, which shall be tabulated identically to the third round of voting..

THIRD ROUND (winners):

The Accounting Firm shall email to each juror a ballot containing a list of nominees in each category. Each juror shall rank the nominees in the following order: first (1<sup>st</sup>) place to his/her first choice, second (2<sup>nd</sup>) place to his/her second choice, third (3<sup>rd</sup>) place to his/her third choice, fourth (4<sup>th</sup>) to his/her fourth choice, fifth (5<sup>th</sup>) to his/her fifth choice. Jurors must assign first (1<sup>st</sup>) place, but may abstain from assigning any or all of the other ordinals.

Jurors with a conflict of interest with an eligible production *may* vote for that production in any category in this round of voting.

The Accounting Firm shall tabulate the votes of each jury in each category. The winners in each category of each Division shall be the nominee receiving the greatest number of first (1<sup>st</sup>) place votes. In the event of an equal number of first (1<sup>st</sup>) place votes, the second (2<sup>nd</sup>) place votes shall be counted. In the event of an equal number of first (1<sup>st</sup>) place votes and second (2<sup>nd</sup>) place votes, the third (3<sup>rd</sup>) place votes shall be counted, and so on.

TIE-BREAKERS:

In the event of a tie, each juror will be sent a tie-breaking ballot where they are asked to select one (1) of two (2) or more candidates. If this measure does not break the tie, the Jury Captain's vote will be used to break the tie in confidence. The Jury Captain will be selected by the respective juries.