



EST. 1985

2020

THE

IMAGEN

AWARDS

CALL
FOR
ENTRIES



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The Imagen Foundation is a 501(c)3 not-for-profit organization.
Federal ID 95-4530300

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35TH ANNUAL IMAGEN AWARDS COMPETITION

OBJECTIVE AND INVITATION

The Imagen Foundation seeks to recognize and reward positive portrayals of Latinos in all forms of media, as well as to encourage and recognize the achievements of Latino talent in the entertainment and communications industries. In keeping with its mission, The Imagen Foundation cordially invites members of the entertainment and communication industries to participate in the 35th Annual Imagen Awards Competition.

The Foundation works to create, promote, and enhance opportunities for all Latinos in front of and behind the camera and throughout the entertainment industry, and serves as a liaison between the industry and the Latino community by providing access, education, and resources.

QUALIFICATIONS

The Imagen Foundation invites submissions for appropriate and qualifying entries in English or Spanish language television programming, feature films, streaming services, advertising, or documentaries that either:

- (a) portray Latinos and/or the Latino culture in an authentic manner
 - (b) demonstrates outstanding creative achievement by Latino talent
 - (c) serves to educate the public about Latino cultures
- and
- (d) are produced and/or distributed in the United States

All entries must have been broadcast in the appropriate categories in a U.S. market (network, local, cable, first-run syndication, streaming service), released theatrically or exhibited at a U.S. film festival, or released online between May 1, 2019 and April 30, 2020.

All entries must be postmarked, emailed or submitted online by **May 1, 2020**.

WHO CAN SUBMIT?

Writers, producers, directors, studios, networks, streaming providers, talent, talent agents, managers, publicists, production companies, advertising agencies, and students are eligible to submit entries.

Submissions will be judged by distinguished panels of entertainment industry executives and Latino community leaders.

GENERAL GUIDELINES

In addition to the criteria listed under Qualifications and the individual Category criteria on page 5, all submissions must include the following to be considered for the 35th Annual Imagen Awards Competition:

- Submit one full and complete entry form for each qualifying entry along with all required supplemental application materials. Submissions that do not include all required materials will not be considered complete and may be returned if required materials are not received by the deadline.
- Entry must include either a DVD screener or an **online screener that can be viewed through September 15, 2020**. Any entries with expired or broken links may be disqualified if inaccessible at the time of judging.
- You may submit using the Entry Form located on page 10 of this packet or you may submit through the Online Entry Form located at www.imagen.org.
- All Entry Forms include a Waiver and Release that must be signed before submitting. By signing the waiver, you are granting The Imagen Foundation the right to use a clip of the submission, the winners/finalists and/or the qualifying program, film, or project in connection with the Awards ceremony, and for other Imagen events and related purposes. For any questions about the Waiver and Release, please contact us at awards@imagen.org.
- A fee is required per entry, per category, per the **Submission Fees** schedule below. Payment of the submission fee must be received by the deadline for your entry to be considered complete.
- Review each category and ensure that your entry meets the qualifications for the category you are submitting. Incorrectly categorized entries may be disqualified from the competition at the discretion of the judges.
- Please note that by submitting an entry, you and the company/organization you represent are granting The Imagen Foundation the right to maintain the entries and permit their viewing by members of the public through The Imagen Foundation's Latino Media Research Center ("Center"). All entries may be used for public viewing at the Center for non-profit research and educational purposes, and the Center will not permit any member of the public to reproduce or remove any entry from the Center or charge fees for viewing.
- **Once submitted, there are no refunds and entries are non-returnable.**
- The Imagen Foundation reserves the right to not present an award in a category if an insufficient number of entries are submitted.

SUBMISSION FEES

A submission fee of \$250 is required per entry, per category.

Independently produced documentaries are \$150 per entry, per category. Only independently produced documentaries qualify for this special fee. Independent feature film productions are not eligible.

Payment of fees must be received prior to the submission deadline, otherwise entries will be rejected and returned to the submitter.

DEADLINE

All entries must be postmarked, emailed or submitted online by **May 1, 2020**.

NOMINEES ANNOUNCEMENT

If nominated, The Imagen Foundation will inform the Primary Contact listed on the entry form. **It is the responsibility of the Primary Contact, as listed on the entry form, to notify any additional parties who are part of a production or represent talent regarding the nomination. If the entry should win, only one physical award will be provided per entry.** Additional awards can be ordered by contacting The Imagen Foundation.

Nominees are announced in late June/early July. The individual listed as the Primary Contact will receive an email notification of when nominees will be announced, as well as the press release. Nominees will be listed on the Imagen website: www.imagen.org.

AWARDS PRESENTATION

Winners will be announced at the 35th Annual Imagen Awards.

Winners are not announced in advance.

All nominees are invited to attend the awards ceremony. Each nomination receives two (2) complimentary tickets to the Imagen Awards. Tickets allocated for nominees are non-transferable. Nominated productions may provide the complimentary ticket to a producer, actor or member of the creative team. Additional tickets and tables for guests will be available for purchase.

SPONSORSHIP OR PROGRAM ADVERTISING

For sponsorship opportunities or advertising in the Imagen Awards Program Book, please contact Yanira Leon by email at yani@imagen.org.

SUBMISSION GUIDELINES & REQUIREMENTS

CATEGORIES

Entries may qualify in the following categories.

FEATURE FILM

- **Best Picture:** Feature length film produced in the United States released theatrically or exhibited at a U.S. film festival
- **Best Director:** For outstanding direction of a film with a focus on Latino themes or characters and/or a director of Latino descent
- **Best Actor:** Actor of Latino descent and/or portraying a Latino character in a main or supporting role in a feature film
- **Best Actress:** Actress of Latino descent and/or portraying a Latino character in a main or supporting role in a feature film

INFORMATIONAL

- **Best Documentary:** Long format non-fiction program/series produced for film, television, and/or streaming service focused on the Latino community or a Latino theme
- **Best Informational Program:** News stories or news specials focused on the Latino community or a Latino theme and have aired locally or nationally

TELEVISION

- **Best Program:** Must have originally aired or transmitted on a major network, cable network, or streaming provider.
 - **Drama:** Programs can be either half-hour or full-hour format
 - **Comedy:** Programs can be either half-hour or full-hour format
 - **Specials, Movies, and Limited Series:** Programs can be either one-time specials, movies made for television or streaming providers, or a limited series
- **Best Director:** For outstanding direction of a comedy, drama, variety, limited series, or movie for television or a streaming service. Director must be of Latino descent
- **Best Actor:** Actor of Latino descent and/or portraying a Latino character in a main role with a significant storyline
- **Best Actress:** Actress of Latino descent and/or portraying a Latino character in a main role with a significant storyline
- **Best Supporting Actor:** Actor of Latino descent and/or portraying a Latino character in a supporting role
- **Best Supporting Actress:** Actress of Latino descent and/or portraying a Latino character in a supporting role
- **Best Young Actor:** Female or male actor under the age of 18 in a main or supporting role

- **Best Children’s Programming:** Programming with Latino characters or themes aimed at children under the age of 18. Must have originally aired or transmitted on a network, cable, online or streaming service
- **Best Variety or Reality Show:** Must have originally aired or transmitted on a network, cable, online or streaming service
- **Best Commercial Advertisement or Social Awareness Campaign:** Public service announcements, promotional campaigns, and commercials geared toward a Latino audience originally aired or transmitted on a network, cable, online or streaming service

MUSIC

- **Best Music Composition for Film or Television:** For outstanding original music composition by music composer of Latin descent, and/or for a Latin-themed project.
- **Best Music Supervision for Film or Television:** For outstanding original music supervision for a Latin-themed project, and/or by a music supervisor of Latin descent.

ENTRY FORM PROCEDURES & REQUIREMENTS

The following guidelines apply to both the PDF and Online Entry Form:

- **Entry Form:** Fill out one (1) entry form per category submission. For example, if you are submitting one production in multiple categories, i.e. Best Picture, Best Actor, each category needs to have its own entry form. **Select only one category per form.**
- **Primary Contact:** The Primary Contact will be the main point of contact for all matters related to the submission. In the event of a nomination, it is the responsibility of the **Primary Contact** to notify **all** parties who are part of a production or represent talent regarding the nomination.
- **For Television Series/Programs & Television Acting Categories:** Select **ONE episode** that aired during the qualification period that best represents the series and/or talent that you are submitting for consideration.
- **For Actor Submissions:**
 - **Headshot & Resume:** You **MUST** include a headshot and resume (IMDB printout is acceptable) and the name of the character on the Entry Form.
 - For an actor in a television program/series, **please select one episode that best showcases the actor’s character and talent.** A DVD/Blu-ray or online screener to the **full episode** must be included with the submission.
 - **Description:** The Synopsis **must** include a short description on the actor’s character and role.
- **For Music Submissions:** Include the **final cue sheet for the project** and a brief description of the candidate’s involvement in the project, along with a screener of the project
- **Synopsis:** A brief written summary describing the entry **must** be attached to the Entry Form to be considered. If submitting in an acting category, please include the name of the person, the character’s name and whether it’s a leading or supporting role.
- **Network/Production/Distribution Company:** The companies named under Network/Production/Distribution Company in the Production Information section, will be

listed next to the name of the nominated program. Make sure to write in the companies **exactly** as they should appear, in the event the production is nominated.

- **For DVD/Blu-Ray Screeners:** A screener is required for all entries. If providing a DVD or Blu-Ray disc, **please check that your disc is playable on a standard player.** Retail versions of the DVD/Blu-Ray are acceptable. In the event we have difficulties with your disc, we will make our best efforts to inform the Primary Contact listed on the entry form.
- **For Online Screeners:** A screener is required for all entries. If providing an online screener, **the link must be accessible through September 15, 2020.** The link and any viewing instructions should be included with the **Entry Synopsis.** In the event we have difficulties with your link, we will make our best efforts to inform the **Primary Contact** listed on the entry form as soon as possible.
- **Signed Waiver & Release:** The Waiver and Release is located on the bottom of the Entry Form. Each Entry Form must be signed in order to be considered for the Imagen Awards. If you have questions regarding the Waiver & Release, please email Yanira Leon at yani@imagen.org.
- **Payment:** Each entry must include the appropriate payment for the category. Payment can be made via check (made out to “Imagen Foundation”), by credit card (Visa, MasterCard or American Express accepted) using the attached Credit Card Authorization Form, or online at www.imagen.org/awards. If your company requires an invoice, please contact us at awards@imagen.org. Entries submitted with a personal check must be received two weeks before the submission deadline. **All fees must be paid by the Call for Entries deadline or your entry will be disqualified.**

All requirements must be fulfilled to be considered for the Imagen Awards.

WHERE TO SUBMIT

ONLINE: The Online Entry Form & Guidelines are available at www.imagen.org/awards. Carefully read the Online Entry Form Guidelines to ensure that your entry is properly submitted and processed.

EMAILED ENTRIES: You may email the PDF Entry Form on page 10 of this packet and email the completed form, along with the Credit Card Authorization or invoice request to awards@imagen.org. All required materials must accompany your PDF Entry Form for your submission to be processed.

MAILED-IN ENTRIES: You may print and complete the PDF Entry Form on page 10 of this packet. Mail or send via messenger your completed form and all required materials to:

Imagen Awards Consideration Committee
18034 Ventura Blvd., #261
Encino, CA 91316

Physical screeners (i.e. DVDs) **must** be mailed to the address above along with a copy of the completed Entry Form.

DEADLINE

Deadline to submit to the Imagen Awards Competition is May 1, 2020.

QUESTIONS ABOUT THE IMAGEN AWARDS

If you have any questions regarding the Imagen Awards that are not answered in this document, please contact the Imagen Foundation by phone at (626) 376-9751 or by email at awards@imagen.org.

FREQUENTLY ASKED QUESTIONS

1. I am an independent producer. How much do I need to pay for my submission?

Independently produced documentaries pay a \$150 fee per entry. Independent feature film productions do not qualify for this fee.

2. I have produced a feature film and am an independent producer. How much do I pay for my submission?

If you are submitting in a feature film category, you are required to pay the standard \$250 per entry fee. Keep in mind that your competition may be major studios.

3. I am an actor in an independently produced feature film. How much do I pay for my submission?

If you are submitting in an acting category, you are required to pay the standard \$250 per entry fee. Bear in mind that your competition may be actors from major productions.

4. Do you waive any fees?

As a not-for-profit organization, all fees collected from entry submissions go directly into the time spent processing your submission and the expenses for producing the Imagen Awards. Consequently, we cannot waive any fees. All submission fees are non-refundable.

5. My submission is all in Spanish. Can I still submit?

Yes, Spanish language television programming, feature films, advertising, online series, and documentaries, can be submitted if they were produced and released or aired in a U.S. market.

6. I am submitting online, but I am having technical issues or have a question. Who do I contact?

Please email us at awards@imagen.org with specific details on the issue you are encountering and we will endeavor to assist you as expediently as possible.

7. When will nominees be announced? How will I know if I am nominated?

Nominees are announced in late-June/early July. All Primary Contacts will receive an email notification of when nominees will be announced, as well as the press release. Nominees will be listed on the Imagen website.

8. If nominated, how many tickets will I receive?

Nominees will be provided two (2) complimentary non-transferable tickets to the Imagen Awards. Additional tickets for guests will be available for purchase. Complimentary ticket allocation is subject to changes.

9. I have a question that has not been answered here. Who should I contact?

If you have any additional questions, please contact the Imagen Foundation at (626) 376-9751 or by email at awards@imagen.org.

35TH ANNUAL IMAGEN AWARDS ENTRY FORM

For questions or clarification: awards@imagen.org or (626) 376-9751. **Postmark Deadline:** May 1, 2020. Read the guidelines before submitting. **Use one entry form for each submission. Print clearly or type all information requested. Entry materials will not be returned.**

1. Category: Please check **ONLY** one

Feature Film

- Best Picture
 Best Director
 Best Actor
 Best Actress

Informational

- Best Documentary

Television/Streaming

- Best Primetime Program:
 Drama
 Comedy
 Specials, Movies & Limited Series

- Best Director
 Best Actor

- Best Actress
 Best Supporting Actor
 Best Supporting Actress
 Best Young Actor/Actress
 Best Variety or Reality Show
 Best Children's Programming

- Best Commercial Advertisement or Social Awareness Campaign

Music

- Best Music Composition for Film or Television
 Best Music Supervision for Film or Television

PRODUCTION INFORMATION (Required for all submissions)

- 2A. Name of Production: _____
- 2B. Title of Episode: _____
- 3A. Language: Eng. Span. 3B. Date Originally Released/Aired/Distributed: _____ 3C. Running Time: _____
- 4A. Network/Streaming Service Where Aired/Transmitted: _____
- 4B. Production and/or Distribution Company: _____
 (ONLY the companies listed in 4A & 4B will be included in Nominees Announcement if entry is nominated. Enter exactly as companies should be listed.)
- 5A. Exec. Producer/s: _____
- 5B. Producer/s: _____
- 5C. Director: _____ 5D. Writer/s: _____
6. Principal Cast: _____

TALENT INFORMATION (Fill only for acting, directing, and music categories)

- 7A. Talent's Name: _____ 7B. Attached are: Actor's Headshot Actor's Resume
- 7C. Character's Name: _____ 7D. Role: Leading Supporting

SCREENER DETAILS

8. Please Include: Synopsis 9A. If Online Screener provide link: <https://> _____
- 9B. Screener Special Instructions: _____

10. **PRIMARY CONTACT:** The primary contact listed on this form will be the point of contact if the entry is nominated. It is the responsibility of the primary contact to notify any additional parties who are part of a production, including talent and their representation, if nominated.
- Name: _____ Title: _____
- Company: _____
- Address: _____ City, State, Zip: _____
- Email: _____ Phone: _____

WAIVER AND RELEASE

In consideration of the potential publicity, award, recognition and exposure this submission (the "Work") may receive, and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the undersigned grants to The Imagen Foundation (the "Foundation") the non-exclusive right to use, display, reference and exhibit the above-referenced Work, in whole or in part, in connection with the Foundation's annual awards program and for purposes related to the awards program and/or other Foundation activities, including, without limitation, the right to include clips of the Work as part of and/or in connection with the Foundation's programs, and expressly waives any residual or other compensation that may otherwise be or become payable in connection with such use. Without limiting the generality of the foregoing, the undersigned acknowledges that the foregoing rights include the right for the Foundation to maintain and archive the Work, and to make the Work available for public and private viewing for educational and research purposes through the Foundation's Latino Media Research Center. The undersigned expressly acknowledges that the Foundation will proceed in reliance upon this waiver and release; however, under no circumstances shall the Foundation be obligated in any way to use the Work, or any portion thereof, or to exploit any of the rights granted hereunder. The undersigned represents and warrants that it has the full right and authority to grant the rights granted to the Foundation hereunder, and that no other consents, authorizations or payments are necessary or required. The undersigned further acknowledges and agrees that it will not assert or maintain any claim, action, suit or demand of any kind or nature whatsoever arising out of or related to this waiver and release, and will indemnify the Foundation against any and all claims, actions, losses, damages, judgments and liabilities resulting from any breach or alleged breach of its representations herein.

Print Name of Signatory / Title / Company

Signature

Date

