ROBERT L. WILHITE AWARD OF EXCELLENCE
Rules, Procedures, and Guidelines
(Adopted 2019)

Purpose

This award recognizes quality instrumental high school and middle school **instrumental** music programs serving historically disadvantaged student populations.

The responsibility for the selection process of the **ROBERT L. WILHITE AWARD OF EXCELLENCE** lies solely with those selected by the Executive Director.

Requirements

1. Must be a member of LMEA/NAfME to participate.
2. Entry forms and recordings can be submitted beginning March 1. The deadline for submission is June 1. Any submissions before or after these dates will be invalid.
3. Entry forms must be filled out completely and have proper membership documentation and required signatures.
4. Recordings must be submitted in mp3 format.
5. Recordings cannot exceed 20 minutes in length.
6. Recordings must include selections with contrasting styles.
   a. Recordings should be separated and submitted as individual mp3 files.
   b. All movements submitted of a multi-movement work must be from a continuous performance and performed in the order of the printed score.
7. All selections must be edited to remove any introduction of the band or orchestra performing, comments regarding the ensemble, or any post-performance applause.
8. A summary of the school's demographics that has been verified by a school administrator. This should include verification that over 50% of the school is on free or reduced lunch as established by Federal standards.
9. Letters of endorsement from an established community member or a respected music educator in the area. They should address the impact on the music education community in the area and/or the community that the school serves.

Some examples of unethical and unacceptable practices:

- Multiple recording (recording the same selection, or a part of, more than once in a given concert).
- Splicing within a single composition
- Any engineering, editing, or tampering in any way with the recording after the performance.
- Any other practice which could be construed as being unprofessional, unethical, or in violation of the spirit and purpose of the award.

The following are allowable edits of recording submissions:
- Editing to eliminate excess time between movements of a multi-movement work.
- Editing to eliminate audience applause.
- Combining multiple tracks of a multi-movement work into a single audio file for online submission.
  - Movements must be combined in the same order the movements were performed.
  - Combined movements must be from the same recording.
- Editing/matching of volume from track to track.

Payment Procedures
There is no application fee for this program.

Guidelines for Listening Panel
1. All recordings will be sent to a 3-member, out-of-state, listening panel chosen by the Executive Director.
2. Each person on the panel will assess the recordings and rank them according to the standards of adjudication.
3. Each member of the panel will receive an honorarium in the amount of $150.

Ranking Procedures
1. The Executive Director shall compile all rankings by each panel member.
2. Individual rankings will not be made public, nor will the submitting ensembles have knowledge of rankings.
3. The band or orchestra with the lowest composite ranking, with 1 being the highest score on a 1-5 scale, will be awarded the Robert L. Wilhite Award of Excellence.
4. In the event of a tie, the Executive Director must consult with the adjudication panel to determine either:
   a. A tie breaker
   b. To award more than one ensemble

The ensemble(s) receiving the award will be recognized at the LMEA Professional Development Conference AND at a school concert or meeting of their choosing.

The ensembles chosen will be notified at the end of July. They will also be recognized on the LMEA website.

Those receiving the Robert L. Wilhite Award must wait four (4) years before they are eligible to submit another application.

Forms and online submissions must be submitted by the due date or the ensemble will not be considered.