



# ART DIRECTORS GUILD

## 25<sup>th</sup> Annual Art Directors Guild Excellence in Production Design Awards Awards Rules

### Recognized Crafts at the ADG Awards:

The following crafts are recognized at the Art Directors Guild Excellence in Production Design Awards. These crafts are represented by the Art Directors Guild (Local 800), with the exception of the Set Decorator (Local 44). Please do not enter any other crafts in the nomination process.

Production Designer · Art Director · Assistant Art Director · Supervising Art Director · Visual Consultant · Scenic Artist · Graphic Designer · Graphic Artist · Title Artist · Illustrator · Matte Artist · Storyboard Artist · Concept Artist · Previs Artist · Set Designer (Draughtsman) · Digital Set Designer · Model Maker · Digital Model Maker · Set Decorator.

**Due to the global pandemic caused by the coronavirus/COVID-19, all matters of rules, eligibility and dates for the 25<sup>th</sup> Art Directors Guild Excellence in Production Design Awards are subject to change based on national guidelines, state-mandated government orders and Art Directors Guild Local 800 IATSE best practices.**

### Feature Films:

1. The Excellence in Production Design Award for a feature film will be awarded in four categories to the “recognized crafts” listed above. The Production Designer or their representative will provide this list on the nomination form. Those recognized should have made a significant contribution to the look of the feature film.
2. To be eligible, a feature film must be over 40 minutes in running time and be publicly exhibited for paid admission in a commercial motion picture theater in Los Angeles County between January 1, 2020 and midnight February 28, 2021, such exhibition being for a run of at least seven consecutive days after an opening prior to midnight of February 28. Films which receive their first public exhibition other than for paid admission in a commercial motion picture theater are not eligible for an award in the feature film categories. Exhibition by means other than for paid admission in a commercial motion picture theater does not disqualify a film, provided such exhibition occurs after its Los Angeles theatrical release. These rules parallel those of the Academy of Motion Picture Arts and Sciences submission requirements. **The unprecedented coronavirus/COVID-19 pandemic mandated the closure of all Los Angeles County movie theatres as of Monday, March 16, 2020. Current ADG rules stipulate that a film be shown in a commercial motion picture theatre in Los Angeles County for a theatrical qualifying run of at least seven consecutive days during which period screenings must occur at least three times daily. Until further notice and for the 25<sup>th</sup> Awards year only, films that had previously planned theatrical release but are initially made available through commercial streaming, video on demand service or other broadcast including Drive In theatres may qualify for awards consideration in all four categories for the 25<sup>th</sup> Art Directors Guild Excellence in Production Design Awards under these provisions: That the film be made available for ADG members to view via a secure site or provide a DVD viewing copy and that it meets all other eligibility requirements.**

The Guild creates its Feature Film List from the submissions on the AMPAS reminder list.

However, it is recommended that you fill out the ADG Feature Film Submission form as well. This will guarantee your place on the ADG Feature Film List and enable you to upload promotional content immediately. These forms will be available Monday, November 2, 2020 through Monday January 4, 2021 at 5:00pm. If your film is nominated, you will also need to provide two DVD copies of the feature film. The DVD's must be labeled as follows: film title, release date and PD name.

3. Persons with eligible films may upload clips and/or still layouts to the Guild website at [www.ADG.org](http://www.ADG.org). These clips and design presentations can be viewed by all public traffic to the site. **It is to your advantage to upload as soon as possible. The upload section is accessed in your submission form.**
4. **TO BE ELIGIBLE, A FEATURE FILM THAT IS MADE WITHIN THE U.S. OR CANADA MUST BE PRODUCED UNDER AN IATSE AGREEMENT. FOREIGN ENTRIES ARE ACCEPTABLE WITHOUT RESTRICTIONS.**

**The four feature film categories are:**

**Category I - Period Feature Film**

To qualify in this category, a feature film must have the majority of its sets and locations designed to portray a time period at least 20 years prior to the present awards year. \* In the event that your film straddles more than one genre, we will follow the 51% or more rule noted below.

**Category II - Fantasy Feature Film**

To qualify in this category, a feature film must have the majority of its sets and locations designed to portray places of an imaginative and inventive nature. \* In the event that your film straddles more than one genre, we will follow the 51% or more rule noted below.

**Category III - Contemporary Feature Film**

To qualify in this category, a feature film must have the majority of its sets and locations designed to portray places of a realistic nature within 20 years either side of the present awards year. \* In the event that your film straddles more than one genre, we will follow the 51% or more rule noted below.

**Category IV – Animated Feature Film**

To qualify in this category, a feature film must have the majority of its sets and locations created using a frame-by-frame technique, and usually falls into one of the two general fields of animation: narrative or abstract. Some of the techniques of animating films include but are not limited to hand-drawn animation, computer animation, stop-motion, clay animation, pixilation, cutout animation, pinscreen, camera multiple pass imagery, kaleidoscopic effects created frame-by-frame, and drawing on the film frame itself. Motion capture and real-time puppetry are not by themselves animation techniques. In an animated film, animation must figure in no less than 75 percent of the picture's running time. In addition, a narrative animated film must have a significant number of the major characters animated. If the picture is created in a cinematic style that could be mistaken for live action, you must submit information supporting how and why the picture is substantially a work of animation rather than live action. Category IV will recognize production designers and art directors only.

\* In many cases, a feature film may include a combination of two or more of the four categories listed above. You may specify your category of choice, but the Awards Committee has the right to move a film to a more appropriate category. In most cases, we will recognize the film in the category that represents 51% or more of the running time unless otherwise noted above.

**ON-LINE NOMINATIONS VOTING BEGINS MONDAY, February 1, 2021:**

1. A reminder list of the eligible motion pictures will be made available with a nomination ballot to all Local 800 Art Directors classifications who are active members or retirees in good standing in the Art Directors Guild. Votes should be cast in the order of their preferences for no more than five productions in each category. Voting for nominations and awards will be done online. The online election will be hosted by Simply Voting. (Hacker-safe certified using WhiteHat Security and source code security audits by HP Fortify, SSAE 16 SOC 1 Type I certified). Simply Voting will send an e-mail to all active members and retirees in good standing in the Art Directors classifications of the Art Directors Guild. The e-mail will include a link to the e-ballot along with a username and password that will allow the member access to the e-ballot. The link to the e-ballot will also be made available at [www.ADG.org](http://www.ADG.org). All ballots will be anonymous. Paper ballots will be mailed only upon request. To request a paper ballot please contact Debbie Patton at the Art Directors Guild (818) 762-9995 or [debbie@adg.org](mailto:debbie@adg.org). Nominations voting closes on Wednesday, February 24, 2021 at 5pm PST.
2. The five (5) productions receiving the highest number of nomination votes in each category will become the Nominees for the final voting. In the event of a tie for the 5<sup>th</sup> position, the category will increase to 6 nominees. **Nominations will be announced Thursday, February 25, 2021.**
3. A final ballot, listing the Nominees, will be made available online **March 11, 2021** to active members and retirees in all Local 800 craft classifications that are in good standing. One vote per category may be cast. The online election will be hosted by Simply Voting, (Hacker-safe certified using WhiteHat Security and source code security audits by HP Fortify, SSAE 16 SOC 1 Type I certified). Simply Voting will send an e-mail to all active members and retirees in good standing in the Art Directors Guild. The e-mail will include a link to the e-ballot along with a username and password that will allow the member access to the e-ballot. The link to the e-ballot will also be made available at [www.ADG.org](http://www.ADG.org). All ballots will be anonymous. Paper ballots will be mailed only upon request. To request a paper ballot please contact Debbie Patton at the Art Directors Guild (818) 762-9995 or [debbie@adg.org](mailto:debbie@adg.org). Final voting closes on Wednesday, April 7, 2021 at 5pm PST.
4. Final Ballots will be counted by Simply Voting. The productions receiving the highest number of votes will be declared the winners of the awards for Excellence in Production Design.
5. Awards will be conferred at an Awards Presentation ceremony.
6. Nominees will receive a nomination certificate (unless they win the category). Winners will be awarded as follows: Production Designer will be awarded a trophy, (Note: Up to two Production Designers per winning feature film will receive complimentary trophies / if there are more than two Production Designers on one winning feature film, the additional trophy (s) will need to be purchased by the individual *to be determined*); Art Director, Supervising Art Director, Assistant Art Director and Visual Consultant will be awarded a plaque. Scenic Artist · Graphic Designer · Graphic Artist · Title Artist · Illustrator · Matte Artist Storyboard Artist · Concept Artist · Previs Artist · Set Designer (Draughtsman) · Digital Set Designer · Model Maker · Digital Model Maker · Set Decorator will be awarded a winners certificate.

**The number of certificates is limited to fifteen (15) for non-ADG members per project.**

The Production Designer for any project with more than fifteen (15) non-ADG members must organize the payment for the additional certificates or they will not be ordered.

7. Persons who have failed to abide by the Guild's union security rules shall not be eligible for awards recognition.

**Television Programs, Commercials or Music Videos (over-the-air, cable, satellite or Internet exhibition):**

1. The Excellence in Production Design Award for Television will be awarded in seven categories to the “recognized crafts” listed above. The Production Designer or their representative will provide this list on the nomination form. Those recognized should have made a significant contribution to the look of television program or commercial.
2. To be eligible, a program must have been first publicly exhibited on United States national television (over-the-air, cable, satellite or Internet exhibition) between January 1, 2020 and midnight of December 31, 2020.
3. The Guild will solicit the submission of television program entries for a reminder list. Submission forms are available at [www.ADG.org](http://www.ADG.org). In order to appear on the reminder list, a program entry must be submitted to the Art Directors Guild. An entry may be submitted by any Production Designer or Art Director in good standing in the Guild, by any non-member Production Designer or Art Director of a qualified program, or by an authorized representative of the program. If a project is submitted by an authorized representative, the Production Designer or Art Director will be considered the eligible entrant for the award. All entries must be made via the ADG Awards Submission Form. Two (2) DVD copies of the submitted program must be included in the submission.
4. The goal of this reminder list is to include as many achievements worthy of award consideration as possible. Submissions open Monday, November 2, 2020. All submissions must be received in the Guild office by 5:00 P.M. Monday December 7, 2020.
5. Persons with eligible television programs, commercials or music videos may upload clips and/or still layouts to the Guild website at [www.ADG.org](http://www.ADG.org). These clips and design presentations can be viewed by all public traffic to the site. **It is to your advantage to upload as soon as possible. The upload section is accessed in your submission form.**
6. Each series is limited to one submission; the exception is during the premiere season when the pilot is designed by one team and remaining premiere season episodes are designed by another team. In this case, two submissions are accepted. The Pilot must be submitted alone. The remaining premiere season episodes must meet the 60% rule noted in #7 below. **Any designers of programs that have more than one submission due to multiple design teams will be required to provide a document that outlines their respective work for the season on the program. This information will be reviewed and compared at the Vetting Meeting noted in item 11 below. Uploaded promotional content is restricted to only the work created for the program by each respective designer and noted in the document provided.**
7. For series not in their premiere season, 60% screen time or 60% set count must be in new sets or locations for design teams to qualify for submission. The submission may include new sets or locations from up to three different episodes. The episodes must be entered in the order they aired, up to a cap of three until the 60% mark is met. Once the “60% new” requirement has been met, no additional episodes are eligible. Location work must be significantly redressed or designed to count toward the 60% requirement. For all such series, a set list with timing breakdown available on [www.ADG.org](http://www.ADG.org) and two (2) DVD copies of the entered episode must be included in the submission.
8. TO BE ELIGIBLE, A PROGRAM THAT IS PRODUCED IN THE UNITED STATES OR CANADA MUST BE PRODUCED UNDER AN I.A.T.S.E. COLLECTIVE BARGAINING AGREEMENT (CONTRACT). FOREIGN ENTRIES ARE ACCEPTABLE WITHOUT RESTRICTIONS.

9. Two (2) DVD copies of the entered episode must be included in the submission. Each DVD must contain only one episode and must be labeled as follows: program title, episode title, air date and PD name.
10. To be eligible, all submission and nomination forms must be filled out completely! Entries with incomplete or missing program information forms will not be considered.
11. The ADG Awards Committee will meet on **Saturday, December 12, 2020 at 1:00 P.M.** at the Guild office to review each television submission for accuracy and for conformity to the awards rules. Persons making submissions are urged to attend this meeting to ensure that their entries have been properly submitted. A reminder list of all accepted submissions will be issued after this meeting. At this time, the awards department will accept written petitions for recommended changes to the television reminder list. **Petitions will not be accepted after December 31, 2020.** The Awards Committee has the right to move your entry to a more appropriate category or to disqualify your submission. Any changes will also require approval by the Art Directors Council with a majority vote. You will be notified if your submission is moved or disqualified.

**The seven television categories are:**

#### **Category I - One Hour Period or Fantasy Single-Camera Series**

To qualify in this category, a television series that is produced in the US or Canada must be produced under an IATSE Agreement; must have a minimum of two episodes aired in the series' regular time frame. There must be a single title for the series, and each episode must be related in kind and continuity and executive supervision. The submitted episode must be designed and supervised by a Production Designer or Art Director, must be recorded primarily with a single camera, must be at least one hour in length and the program must be original-scripted. It must have been photographed with one or more cameras, scene by scene, in the traditional "motion picture" format, irrespective of the recording medium. A one-hour period single-camera series has the majority of its sets and locations designed to portray a time period at least 20 years prior to the present awards year. A one-hour fantasy single-camera series has the majority of its sets and locations designed to portray places of an imaginative and inventive nature.

#### **Category II - One Hour Contemporary Single-Camera Series**

To qualify in this category, a television series that is produced in the US or Canada must be produced under an IATSE Agreement; must have a minimum of two episodes aired in the series' regular time frame. There must be a single title for the series, and each episode must be related in kind and continuity and executive supervision. The submitted episode must be designed and supervised by a Production Designer or Art Director, must be recorded primarily with a single camera, must be at least one hour in length and the program must be original-scripted. It must have been photographed with one or more cameras, scene by scene, in the traditional "motion picture" format, irrespective of the recording medium. A one-hour contemporary single-camera series has the majority of its sets and locations designed to portray places of a realistic nature within 20 years either side of the present awards year.

\* In many cases, a one-hour program may include a combination of two or more genres. You may specify your category of choice, but the Awards Committee has the right to move a program to a more appropriate category. In most cases, we will recognize the program in the category that represents 51% or more of the running time.

### **Category III - Television Movie or Limited Series**

To qualify in this category, a television program when (if) made within the U.S. or Canada must be produced under an IATSE Agreement; if a FOREIGN entry, it is acceptable without restrictions, must be an original-scripted television movie or limited series.

**Limited Series** is defined as a program with two (2) or more episodes with a total running time of at least 150 program minutes that tells a complete, non-recurring story, and does not have an on-going storyline and/or main characters in subsequent seasons. Limited Series to be considered as a whole if one design team is credited for the awards year; if multiple teams, the series will be considered in single parts up to two teams. The 60% rule applies to limited series that have more than one design team. In addition, any narrative series with at least two (2) episodes with a total running time of at least 150 program minutes but no more than five (5) episodes will be considered a "Limited Series."

**Television Movie** is defined as an original program, which tells a story with beginning, middle and end, a minimum of 40 minutes in length, and is broadcast in one part. The program must be designed and supervised by a Production Designer or Art Director.

### **Category IV - Half Hour Single-Camera Series**

To qualify in this category, a television series that is produced in the US or Canada must be produced under an IATSE Agreement; must have a minimum of two episodes aired in the series' regular time frame. There must be a single title for the series, and each episode must be related in kind and continuity and executive supervision. The submitted episode must be designed and supervised by a Production Designer or Art Director, must be recorded primarily with a single camera, must be one half hour in length and the program must be original-scripted. It must have been photographed with one or more cameras, scene by scene, in the traditional "motion picture" format, irrespective of the recording medium.

### **Category V - Multi-Camera Series**

To qualify in this category, a television series that is produced in the US or Canada must be produced under an IATSE Agreement; must have a minimum of two episodes aired in the series' regular time frame. There must be a single title for the series, and each episode must be scripted and related in kind and continuity and executive supervision. The submitted episode must be designed and supervised by a Production Designer or Art Director, must be recorded primarily with three or more cameras used simultaneously, irrespective of the recording medium.

If the ADG receives less than eight submissions in the Half Hour Single-Camera Television Series Category or the Multi-Camera Television Series Category, both Half Hour Single-Camera and Multi-Camera Series will be combined into one category and will compete against each other in a head to head competition.

### **Category VI - Short Format: WebSeries, Music Video or Commercial**

To qualify in this category, a web series that is produced in the US or Canada must be produced under an IATSE Agreement; must have a minimum of two episodes/webisodes aired in the series' regular time frame. Short Format WebSeries includes: single or multi camera situation comedy, drama, and variety programs. There must be a single title for the series, and each episode/webisode must be related in kind and continuity and executive supervision. The submitted episode/webisode must be designed and supervised by a Production Designer or Art Director, must be 15 minutes or less in length and the program must be based on an original script.

To qualify, a commercial or music video must be at least 30 seconds in length, and if produced in the US or Canada must be produced under an IATSE Agreement. The commercial or music video also must have been first publicly exhibited in the United States, via any medium, between January 1, 2020 and midnight of December 31, 2020. Paid commercials, PSAs, Promos and Music Videos are eligible.

### **Category VII – Variety, Reality or Competition Series**

A program in this category is traditionally formatted for a live audience in a multi-camera format and can include musical acts or sketch comedy pieces but not limited to all of these together. To qualify in this category, a television series that is produced in the US or Canada must be produced under an IATSE Agreement; A series must have a minimum of two episodes aired in the series' regular time frame. There must be a single title for the series, and each episode must be related in kind and continuity as well as executive supervision. The submitted program must be designed and supervised by a Production Designer or Art Director. This category includes Variety, Sketch, Game Shows, & Reality Programs.

### **Category VIII – Variety Special**

An awards or event special may be a onetime exhibition of a program. A program in this category is traditionally formatted for a live audience in a multi-camera format and can include musical or comedy acts but is not limited to this. To qualify in this category, a special that is produced in the US or Canada must be produced under an IATSE Agreement. The submitted program must be designed and supervised by a Production Designer or Art Director. This category includes Awards or Event Specials.

If the ADG receives less than eight submissions in either of the Variety Categories, both will be combined into one category and will compete against each other in a head to head competition.

### **ON-LINE NOMINATIONS VOTING BEGINS MONDAY, February 1, 2021:**

1. A reminder list of the eligible television projects will be made available with a nomination ballot to all Local 800 active members and retirees in good standing in the Art Directors classifications of the Guild. Votes should be cast in the order of their preferences for no more than five productions in each category. Voting for nominations and awards will be done online. The online election will be hosted by Simply Voting. (Hacker-safe certified using WhiteHat Security and source code security audits by HP Fortify, SSAE 16 SOC 1 Type I certified). Simply Voting will send an e-mail to all active members in good standing in the Art Directors classifications of the Guild. The e-mail will include a link to the e-ballot along with a username and password that will allow the member access to the e-ballot. The link to the e-ballot will also be made available at [www.ADG.org](http://www.ADG.org). All ballots will be anonymous. Simply Voting will mail paper ballots only upon request. To request a paper ballot please contact Debbie Patton at the Art Directors Guild (818) 762-9995 or [debbie@adg.org](mailto:debbie@adg.org). Nominations voting closes on Wednesday, February 24, 2021 at 5pm PST.
2. The five (5) productions receiving the highest number of nomination votes in each category will become the Nominees for the final voting. In the event of a tie for the 5<sup>th</sup> position, the category will increase to 6 nominees.

**Nominations announced Thursday, February 25, 2021.**

3. A final ballot, listing the Nominees, will be made available online **March 11, 2021** to all active members and retirees in all Local 800 craft classifications that are in good standing. One vote per category may be cast. The online election will be hosted by Simply Voting. (Hacker-safe certified using WhiteHat Security and source code security audits by HP Fortify, SSAE 16 SOC 1 Type I certified). Simply Voting will send an e-mail to all active members and retirees in good standing in the Art Directors Guild. The e-mail will include a link to the e-ballot along with a username and password that will allow the member access to the e-ballot. The link to the e-ballot will also be made available at [www.ADG.org](http://www.ADG.org). All ballots will be anonymous. Simply voting will mail paper ballots only upon request. To request a paper ballot please contact Debbie Patton at the Art Directors Guild (818)762-9995 or [debbie@adg.org](mailto:debbie@adg.org). Final voting closes on Wednesday, April 7, 2021 at 5pm PST.
4. Final Ballots will be counted by Simply Voting. The productions receiving the highest number of votes will be declared the winners of the awards for Excellence in Production Design.
5. Awards will be conferred at an Awards Presentation ceremony.

Nominees will receive a nomination certificate (unless they win the category).

Winners will be awarded as follows: Production Designer will be awarded a trophy. (Note: Up to two Production Designers per television category will receive complimentary trophies / if there are more than two Production Designers on one winning television program, the additional trophy (s) will need to be purchased by the individual *to be determined*); Art Director, Supervising Art Director, Assistant Art Director and Visual Consultant will be awarded a plaque. Scenic Artist · Graphic Designer · Graphic Artist · Title Artist · Illustrator · Matte Artist Storyboard Artist · Concept Artist · Previs Artist · Set Designer (Draughtsman) · Digital Set Designer · Model Maker · Digital Model Maker · Set Decorator will be awarded a winning certificate of appreciation.

**The number of certificates is limited to fifteen (15) for non-ADG members per project.**

The Production Designer for any project with more than fifteen (15) non-ADG members must organize the payment for the additional certificates or they will not be ordered.

6. Persons who have failed to abide by the Guild's union security rules shall not be eligible for awards recognition.



## **FEATURE FILMS – MATERIALS NEEDED**

### **DUE WITH SUBMISSION**

A copy of the final crew list and a copy of the Main & End Title Credits.

### **DUE IMMEDIATELY IF NOMINATED**

Two (2) \*\*DVD's of your submitted project Send to:

Art Directors Guild 11969 Ventura Blvd. 1st floor Studio City, CA 91604

Attn: ADG Awards Dept.

Email a high resolution **digital poster** image of your project to [debbie@adg.org](mailto:debbie@adg.org). It should be a 1MB vertical image in jpeg format.

### **\*\* OPTIONAL**

You have the option to provide a cleared clip that will be shown at the awards gala when the nominees are read. You must notify us on the day nominations are announced if you intend to take this on. Otherwise we will prepare the clip for you.

- Feature Film Clip Specs:
  - 10 second clip, no shorter or longer please.
  - End with Film Title Treatment. No other copy on the clip please.
  - Use cleared **score** from the film. The cleared clip should feature the sets not talking heads.
  - HD 16:9 Format
  - Deliver on a hard drive or upload to a site like dropbox or other... as long as we can download it. No timecode please.
- **Digital Video Format:**
  - Aspect Ratio: 16 x 9**
  - Container - Quicktime .MOV (NO MP4)**
  - Codec - H.264 or ProRes 422 (NOT HQ or LT) or H.264 (with variable bit rate between 15-30 Mbps)**
  - Resolution - 1920x1080 (1080p)**
  - Frame Rate - 29.97 or 59.94 fps**
  - Audio - AAC or Linear PCM**

## **TV PROGRAMS, MUSIC VIDEOS AND COMMERCIALS – MATERIALS NEEDED**

### **DUE WITH SUBMISSION**

Send two (2) \*\*DVD's of your submitted project to:  
Art Directors Guild  
11969 Ventura Blvd. 1st floor  
Studio City, CA 91604  
Attn: ADG Awards Dept.

**DUE IMMEDIATELY IF NOMINATED** Email a high resolution **digital poster** image of your project to [debbie@adg.org](mailto:debbie@adg.org). It should be a 1MB vertical image in jpeg format.

### **\*\* OPTIONAL**

You have the option to provide a cleared clip that will be shown at the awards gala when the nominees are read. You must notify us on the day nominations are announced if you intend to take this on. Otherwise we will prepare the clip for you.

- Television Clip Specs:
- 10 second clip, no shorter or longer please.
- End with show/project Title Treatment. No other copy on the clip please.
- Use cleared **score** from the show/project. The cleared clip should feature the sets not talking heads.
- HD 16:9 Format
- Deliver on a hard drive or upload to a site like dropbox or other... as long as we can download it. No timecode please.
- **Digital Video Format: Aspect Ratio: 16 x 9**  
**Container - Quicktime .MOV (NO MP4)**  
**Codec - H.264 or ProRes 422 (NOT HQ or LT) or H.264 (with variable bit rate between 15-30 Mbps)**  
**Resolution - 1920x1080 (1080p)**  
**Frame Rate - 29.97 or 59.94 fps**  
**Audio - AAC or Linear PCM**