

MISS AMERICA



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MISS AMERICA



2010

THE MISS AMERICA ORGANIZATION QUICK REFERENCE GUIDE

Board Members

Members of the State Board of Director's Executive Committee and the Judge's Chair are not permitted to judge Local Pageants in their own state. In addition, other state officials shall not judge locals within their state whose position within the organization gives them direct contact with contestants during the state competition. This includes and is not limited to: Producers, Choreographers, Hostesses, etc.

Furthermore, all other members of the State Board of Directors may not judge more than twenty percent (20%) of that state's Local Competitions, up to a maximum of four (4) locals. Four (4) locals is the maximum number of local competitions any judge may judge within a given pageant year.

For example:

- A state with fifteen (15) local pageants, allows a Board of Director member to judge only three (3) local within their state.
- A state with forty-five (45) locals, allows for a Board of Director member to judge only four (4) per the established rules, even though 20% of forty-five is nine.

Contestant Preparation

Preparation is defined as a business or "mentor" relationship between a potential or actual contestant and an individual who provides services or products, either paid or unpaid, directly related to competition in the Miss America program.

The term "contestant preparation" will not apply to advice and recommendations given within the context of a Competition workshop, provided those individuals involved in giving such advice and recommendations confine their activities to the workshop environment.

For example, if a hairdresser is on the Board of Directors, they may conduct a seminar at the Workshop; work on the production; or style contestants hair at the competition. They may not accept any potential or actual contestant in the Pageant as clients.

If a person's spouse, partner, significant other or business provides, has provided, or intends to provide, any product or service directly or indirectly to any contestant in a Local or State Competition, the State Organization shall not permit the person to serve as a judge of any State or Local Competition nor as a member of the Board of Directors of any State Organization, Local Organization, or associated entity.





To Our State and Local Organizations,

As the Miss America Organization celebrates our 90th Anniversary, we are honored to work with you as we continue to promote the tradition renowned for empowering young women in America.

Our organization provides a platform where young women can achieve their personal and professional goals and offers them a forum to express their opinions, intelligence and talent. In addition, we make available over \$45 million in scholarship assistance each year with our state and local organizations.

Your dedication and the commitment of your organization plays a critical role in the success of this program and the young women who enter. We appreciate your dedication as we continue to help the dreams of these young women come true.

This Quick Reference Guide serves as an overview of the Miss America Organization's policies to maintain national standards and help you run successful state and local competitions. We also encourage you to review your License Agreement, Contestant Contract, Judges Disc, Production and Administration Requirements, etc. for complete details.

The Quick Reference Guide and other tools are available to download from the Miss America Resource Portal at www.MAOProperties.com.

Thank You for Your Continued Support!

Marc Angeli
Director of Field Marketing
and Production

Kirk Ryder
Director of Field Marketing
and CMN - Las Vegas Office

Mary Ellen Lucia
Field Operations Coordinator

MAO State Visits

The MAO Board of Directors and National Staff at various times of the year will visit your state. The following are "courtesy" guidelines regarding the visits:

- State Organizations are not obligated under any circumstance to pay for costs associated by MAO visits. It is our policy that MAO pays for expenses associated with travel. The state organization may, budget permitting, provide reduced costs or complimentary items.
- It is appropriate to make arrangements for airport pick-up and departure, unless the visitor is renting a car.
- Advise and invite the visitors to all functions which occur during the visit. He or she will advise which functions they would like to participate. Please forward a complete schedule of all events prior to their visit.
- State organizations should extend the courtesy of recognizing members of the MAO Board or Staff who are visiting in an official capacity.
- MAO Board or Staff members representing the national office are briefed ahead of their visit on the current practices and policies related to MAO and the specific State.

Please note: If MAO Board or Staff Members travel an "unofficial" capacity, there is no obligation to extend the courtesies listed. Unofficial representatives are usually not briefed about the state and should not be expected to answer questions.

Volunteer General Information

Relatives Competing

A relative of a **Local** Pageant director or volunteer is not eligible to enter the local competition for which her relative serves. She is, however, eligible to compete in another local competition within the same state at the State Board's determination.

Local Representation on State Board

Local representatives may not serve on a State's Board, however, they may be invited to attend a State Board meeting for a specific purpose. In order that one Local Competition is not perceived to have special access to their State Board, representatives should be rotated on a regular basis.

Serving as a State Board Member

A State Board may accept an individual to serve as a member of their board, even if the person has a family member competing in another state. The State Board makes the final determination.



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Scholarships

On a yearly basis, the Miss America Organization determines additional scholarships that may be awarded to the State and Local levels of competition. Before any advertising or printing of scholarship/award information paid from the Miss America Organization to state or local programs, the state executive director must contact the Miss America Scholarship Department.

Examples of possible MAO awards available to state contestants who do not necessarily compete at the National Finals are:

- Miss America Scholarship Award
- Miss America Community Service Scholarship Award

All State & Local Scholarship Rules require that they are used within one (1) year from the date won (for exceptions, see rules).

For complete Scholarship Rules & Regulations for National, State and Local levels, as well as, forms for scholarships offered, visit the Resource Portal at www.MAOProperties.com.

Resource Portal

The Resource Portal on MAO Properties is a valuable source of information for our State and Local Organizations. Since most of the information on the Resource Portal is proprietary information, access is password protected and limited to State and Local Executive Directors.

The Resource Portal is separated into eight tabs with various information pertaining to each tab:

- State & Local Info
- Public Relations
- National Platform
- Judging
- Field Marketing
- Scholarship Information
- Order Forms
- Contact Us

Under these tabs you can find the Contestant Contracts, Judges Discs, MAO Judges Video Clips with Rick Brinkley, Production and Administration Requirements, Single Night Show Scripts, Children's Miracle Network, Contestant Recruitment, Fund Raising and many other important guidelines and documents.

This information is provided as tools to help you build your programs. To locate the templates that you need, go to www.MAOProperties.com.



Contestants

Eligibility

Never Before

Competed in any National Finals of the Miss America Organization.

Age

Must be at least seventeen (17) years of age at the time of her first competition and no older than twenty-four (24) years of age on December 31st of the year she is chosen to represent her state in the National Finals.

Residence

Must reside in; be enrolled in and physically attending classes on a full-time basis at an accredited college or university; or be employed on a full-time basis for at least six months in the state in which she intends to compete.

Citizenship

Must be a citizen of the United States of America at the time she enters her first competition.

Education

Must be a high school graduate or have successfully completed the GED testing program for high school equivalency or have successfully completed the academic requirements for entry into a college/university degree program by July 30th immediately preceding the National Finals.

Additional Requirements

- Must have never been married, nor had a marriage annulled
- Must have never been pregnant
- Must not be the adoptive parent of any child
- Must never have been convicted of a criminal offense, nor have any criminal charges pending
- Must be of good moral character and not been involved in any act of moral turpitude
- Must be in good health and can participate fully and without limitation in all program activities
- Must not use or consume any illegal controlled dangerous substances or abuse the use of alcohol or other dangerous substances
- See contestant contract for additional requirements

STAGE PROPS

Any article brought on stage must actually be NEEDED as non-functional props distract from the live performance.

- No mood setters or background enhancers
- No props that imitate those used in a Broadway or screen version of the selected talent
- No props that require excessively large stage areas and/or complicated set up
- No use of motion pictures, slides or projection of any kind
- No live animals
- No props involving safety hazards, such as any form of fire, swords, knives, bow and arrows, etc.
- No lighting enhancements

No props are permitted unless absolutely functional!

Evening Wear Competition

The Evening Wear phase of competition is designed for the judge to assess the contestant's beauty, poise, grace and commanding stage presence. The contestant's total look is considered. Her evening wear (not the value of the evening wear) should complement the contestant's individuality.

Crowns & Sashes

Only the "official" crown and sash from Miss America approved vendors may be worn. Crowns & Sashes are permitted at public appearances and on stage when deemed necessary for identification purposes. Please allow adequate time when placing your orders, including time for shipping.

Competition Emcee

No State Organization Board Member should emcee a Local Competition in his or her state, unless permission is granted by the Miss America Organization.

Permission to Televis

Televising State and Local Competitions are strongly encouraged, however, the Miss America Organization must be notified in advance. All television scripts must be submitted in writing for MAO review at least 30 days prior to the telecast.



State and Local Contestant Contract

Each year, the Miss America Organization reviews the contestant contracts for the state and local contestants and makes them available at least 30 days prior to the state pageant.

The state and local contestant contracts are posted on the Resource Portal under the “State & Local” tab, as well as, the “Judges” tab in the Judges Disc section and on the Judging Discs referred to on page 12.

For the most recent copy of the State and Local Contestant Contracts, go to www.MAOProperties.com.

National Service Platform Requirement

Children’s Miracle Network is the official national platform for the Miss America Organization. CMN is a non-profit organization that raises funds for more than 170 children’s hospitals. Donations stay local and create miracles by funding medical care, research and education that save and improve the lives of 17 million children each year. In our three-year partnership, the Miss America Organization with its state and local organizations has raised more than \$4 million for CMN and the Miss America Scholarship Fund.

Each contestant creates a personal fund raising web page at www.MissAmerica4Kids.org to raise money supporting the Children’s Miracle Network and the Miss America Scholarship Fund, along with performing other actions in accordance with the requirements of the Miss America Organization. For more information go to the “National Platform” tab at www.MAOProperties.com.

Competitions

State Field Directors

The Field Director position requires an individual to serve the “State” Organization in all areas of the local competition. The Field Director is viewed as a representative of the State Organization and serves in this role as the official liaison between the State and Local Programs. Most importantly, they use every opportunity to ensure effective communications between the State Organization and the assigned Local Programs.

The guidelines below are suggestions for the operation of a Field Director in your State Organization. The Miss America Organization recognizes that state organizations are the final authority on its rules regarding the Field Director Program.



CD Enhancements

Regardless of the talent performed, the background CD cannot have voices, instruments or other noises that mimic the talent of the contestant. (Example: A vocalist may have background vocals with “oohs and aahs” but cannot have a CD containing any background lyrics or a voice singing the melody line for the contestant to sing along. This also includes instrumentalists, dancers and any other talent). This could provide an unfair advantage for judges who cannot delineate from the “live” performance and the talent on the track.

Double Talents

Contestants are only judged what is performed “live”. If a contestant wishes to perform a double talent, for example singing and dancing, or singing and piano playing, she must perform both “live” on-stage. However, if a contestant dances to a pre-recorded CD of her singing, she is only judged on her dance.

Talents Involving Original Work or Material

Any contestant who plans to present a talent act that involves her own original work; i.e. own painting, dressmaking, music arrangement, song writing, authorship of a dramatic reading, etc., must send MAO notarized authentication that she created the work for it to be acknowledged. The National Office requires this authentication and this responsibility rests with the contestant and her director.

Additional Talent Guidelines

- Talent requests must be submitted to the National Office on the Talent Music Reservation Form “A-1”.
- Talent is reserved on a first-come, first-serve basis and there are no duplication of talent acts among contestants. Specific requirements for music is detailed in the Production Guidelines forwarded to the State Executive Directors each year.
- A contestant may not include in a vocal medley, the same song another contestant is planning to sing as a solo or as part of a different medley. The same song, however, may be played on a musical instrument by another contestant or used as accompaniment for dance.
- Talent cannot be performed electronically (i.e. DVD) or with live accompaniment.
- Since the Miss America Competition is multi-telecast, all music requests must be submitted on-time. All talent music’s clearance for multi-telecasting is obtained by MAO.



Production

Private Interview

- A podium is required for the contestant.
- Interview time begins with the introduction of the contestant.
- Interview time is ten (10:00) minutes, stopping at the 9:30 minute mark for an optional :30 second closing statement.
- If the closing statement ends before the :30 seconds are up, then the interview is over.

Swimsuit Competition

Lifestyle and Fitness in Swimsuit is designed to see how well the contestant maintains a lifestyle of good physical health; whether she meets the public expectation of a titleholder and whether or not, she has the confidence needed to be a titleholder. The contestant's drive, energy and presence are also to be

Talent Competition

Guidelines and Requirements

Ninety (:90) seconds is the talent portion's time limit at Miss America. Nothing longer is permissible and the 90 second time limit is strictly enforced! Contestants should prepare a performance that does not exceed this time limit. Judges are informed immediately if a contestant runs over her time and this information is used to determine the contestant's score.

Accompaniment Music

Accompaniment Music must be a completely new custom audio recording including: band, orchestra, instrumentalist, singer, etc. No original portions of a commercial track or even karaoke versions are permitted. Modified commercial tracks with additional instruments or vocals or even edits to the allotted time are not permitted.

Accompanying Oneself with a Pre-recorded CD

A contestant is judged solely on what she performs "live", there are no exceptions. A contestant may pre-record herself as a back-up vocalist or instrumental accompanist and use this CD to accompany her live talent performance, however, it cannot be announced to the judges that the accompaniment CD contains any performance by the contestant.

A Field Director:

- Ensures that each of the assigned competitions are conducted according to the rules and regulations of the Miss America and the State Organizations.
- Keeps in regular contact with Local Directors to ensure that the License Agreement, Policies, Procedures and Contestant Contracts are being followed and all deadlines are met.
- Reads and understands the contents of both the License Agreement and the Contestant Contract.
- Assists to revitalize marginal competitions and identify possible new programs. Invites new program prospects to regional meetings, forums or any other meetings that will help them understand who we are, what we do and how we operate.
- Attends each of the Local Competitions and offers assistance if requested.
- Reports the progress, problems and needs of your locals to the State Organization. Makes constructive recommendations for the good and improvement of the program.
- Directs contestants to available competitions and helps to coordinate non-conflicting Local Competition dates.
- Monitors Local Competition scholarship programs and solicits scholarships for the State and Local Organizations.

A Field Director Does Not:

- Observe the judges' interviews
- Personally secure the ballots at any time prior to, during or after local competitions
- Sit at the judges' table during the actual competition
- Act as the auditor
- Meet with judges during the actual competition
- Judge Local Competitions in their home state
- Advise individual contestants or titleholders in regard to preparation or suggestions for improvement



State & Local Competition Scoring Percentages

Single Night Pageants

Interview	25%
Evening Wear	20%
On Stage Question	5%
Talent	35%
Swimsuit	15%
Final Ballot	

Preliminary Nights of Multi-Night State Pageants

Interview	25%
Evening Wear	20%
On Stage Question	5%
Talent	35%
Swimsuit	15%
Final Ballot	

Final Night of Multi-Night State Pageants

Composite	30%
Swimsuit	20%
Evening Wear	20%
Talent	30%
Top Five	
Final Ballot	

Local Competitions

All Local Competitions, including Dual, Double and Triple pageants pay a separate license fee for each title and require State Board approval. There must be no less than four (4) contestants competing for each local title, no exceptions.

Local competitions are required to be held in an acceptable public facility and properly advertised. Stage announcements must be made explaining how titles are awarded, especially for multiple-title competitions.

The Miss America judging system, rules and regulations for local competitions must be followed. One (1) judges panel with a minimum of five (5) judges can decide the winners, including Dual, Double & Triple pageants.

Each titleholder winner must receive a scholarship and is also required to receive the official Miss America local crown and sash. The minimum cash scholarship per winning titleholder is determined by the State Board and should be consistent with State requirements.

A representative from the state board should be in attendance for multiple title competitions. Separate support groups should be in place to assist each winner as she prepares for the State finals and should not have responsibilities with other titleholders. Only one designated person can serve as the Executive Director, Business Manager, etc. per winner — one for EACH titleholder.

Dual and Double Competitions

Dual or Double Competitions award two (2) titles at one (1) event and two titles are the maximum number awarded during these competitions.

1. Dual Competitions are one (1) group of contestants with two (2) titles awarded to the two highest scoring contestants.
2. Double Competitions are two (2) groups of contestants with one (1) title awarded from each group.

If less than eight (8) contestants show up for the competition, then (2) titles cannot be awarded — no exceptions.

Triple Crown Competitions

To award three (3) titles at a local competition:

1. A minimum of twelve (12), awarding three titles to the top three scores.

OR

2. A minimum of four (4) contestants per crown must compete:
 - Four contestants register to compete for Miss A title
 - Four contestants register to compete for Miss B title
 - Four contestants register to compete for Miss C title

If less than twelve (12) contestants show up for the competition, then (3) titles cannot be awarded — no exceptions.



- Individuals related to contestants through marriage, blood relation and business or social contacts with the contestants or their families may not judge those contestants.
- Members of the State Board of Director's Executive Committee and the Judge's Chair are not permitted to judge Local Pageants in their own state. In addition, other state officials shall not judge locals within their state whose position gives them direct contact with contestants during the state competition. This includes and is not limited to: Producers, Choreographers, Hostesses, etc.
- In addition, all other members of the State Board of Directors may not judge more than twenty percent (20%) of that state's Local Competitions, up to a maximum of four (4) locals. Four (4) locals is the maximum number of local competitions any judge may judge within a given pageant year.
- A former contestant from any level of the Miss America Competition, regardless if she had won or not, cannot judge until a minimum of three (3) years have passed since she stopped competing. Stopped Competing is defined as either "ages out", won a state title or can no longer participate in the Miss America program. She may never judge any contestant whom she competed against.
- Any person eligible to compete at the state and local level may not judge. Since she could return at a later date to compete, even if she doesn't compete during the three (3) year rule.
- Judges related by blood or marriage, romantically involved, business associates or roommates may not serve on the same judging panel. We must guard against actual and even the appearance of collusion on the judges panel.
- No individual may judge more than two (2) state competitions and more than four (4) local competitions in any pageant year. The pageant year is determined by the date of the National Competition. There are no exceptions to this policy.
- Locals are defined by the number of local contestants sent to the state competition. Therefore, if someone judges two (2) dual or double competitions, they have judged the maximum of four (4) local competitions.
- Please refer to "Volunteer General Information" section on page 18 of this guide for additional guidelines.

State Competitions

There must be a minimum of five (5) contestants competing in the state competition. The judges panel can consist of five (5) to seven (7) judges, with a minimum of five (5) judges.

College and University Titleholders

State Organizations may, at their option, accept contestants to compete at the state level who hold college titles.

College and University Guidelines:

- The contestant must meet all eligibility requirements as established by MAO and understands that she must compete in all phases of competition at the state level.
- The contestant must have won her pageant through a judging process.
- A letter from the College President certifying the contestant won the title at a judged college event and she has permission to use the university or college title in the state competition.
- The College/University appoints an advisor to work with the contestant from time of selection through state competition.
- The College/University pays the same license fees as a local organization.
- The titleholder receives a scholarship from the school she represents.
- The titleholder is required to sign the Miss America Contestant Local and State Contract.

College Titles include, but are not limited to: Homecoming Queen, Most Beautiful, Miss Sweetheart, etc. The State Board makes the final determination.

Fair and Festival Titleholders

Contestants holding Fair and Festival titles will be allowed to participate in the State Pageant provided they adhere to the same guidelines as stated above. The State Board makes final determination.

The Fair and Festival titleholder must follow the Miss America judging system, rules and regulations as they relate to local competitions.



Judging

One of the cornerstones of our organization which must remain infallible is the integrity of our judging system. Conflicts of interest cannot be tolerated. It is paramount that everyone does their due diligence when selecting and approving judges at the local and state levels.

Judging Disc

The Miss America Organization makes available Judging Discs to the State Director each year for the Local and State Programs. These discs contain State and Local Contestant Contracts, judges affidavits, score sheets, auditor's instructions, tie breaking procedures, etc. The disc information is also under the "Judges" tab at www.MAOProperties.com.

Score Sheets and Tally Sheets Instructions

At the IMMEDIATE conclusion of the competition, the auditors place all score and tally sheets in a sealed, dated and identified envelope for safe-keeping at a predetermined location established by the STATE Board for a minimum of one (1) year. Auditors and/or pageant officials may not disclose to anyone any scores, either total or individual, unless such time arises where the outcome of the competition is in dispute and an independent auditor needs to review the results.

<<DO NOT DESTROY SCORE SHEETS OR TALLY SHEETS>>

Judging at State and Local Competitions

State Competitions — No individual may judge more than two (2) State Competitions in any pageant year. Exceptions can only be authorized by MAO under unusual circumstances.

Local Competitions — No individual may judge more than four (4) Local Competitions nationwide in any pageant year.

Judges Rules Overview

- The Judge's panel must consist of five (5) to seven (7) people. At least one of these should be a "novice" judge - someone who has never judged within the Miss America system.
- Individuals who work with contestants are barred from judging. This means a pageant coach, pageant vocal coach, hairdresser, retailer, make-up artist, fitness trainer, wardrobe specialist, interview coach or a person working in any other profession that works directly or indirectly with contestants cannot judge. A person who works with any contestant, even in an unpaid capacity, may not judge in the Miss America Program.

State Competitions

State Competition Dates

State Finals must be held at the same location during all phases of the competition on consecutive nights. It must be held on or before the second Saturday in July during the term of the State Agreement, unless MAO has granted prior approval for a variation from the requirement.

State Program "Field Book" Cover and Inserts

The Official Miss America Program Book Cover and Inserts must be purchased from MAO for use as the State Program Book. Local Competitions that provide Program Books are also required to purchase the Official Program Book covers from MAO. The Order Form is posted on the "Order Forms" tab of the Resource Portal www.MAOProperties.com.

Use the back cover of the book as you prefer, i.e. your State Titleholder, Miss America's Outstanding Teen or a paid advertisement.

State Program Books

State Organizations are required to send two (2) state program books to the Miss America Field Department within two (2) weeks after your pageant. These are archived for information on scholarships, judges, press releases, etc.

Social Media

MySpace, Facebook & Twitter

The popularity of websites such as Facebook, MySpace and Twitter are important means of communication today. You can follow Miss America on Facebook and Twitter.

When using this media, we strongly urge that you use the security precautions available from these websites.

MySpace and Facebook allow you to create private profiles, view comments before they are posted on your page and even make certain photos accessible only to the people that you choose.

Twitter also allows you to protect your account and keep your "tweets" private. This allows you to approve who can follow you and keep your tweets out of search results. Please do not post anything on these websites that you would not want everyone else to see.

For more Security tips you can visit the links for each below:

Facebook: <http://www.facebook.com/security>

MySpace: http://www.myspace.com/index.cfm?fuseaction=cms.viewpage&placement=safety_pagehome

Twitter: <http://twitter.com/privacy>

