

**The National Children's Book Award (NCBA):
Best Reads for 2016**

NOMINATION/SELECTION RULES

General Guidelines and Definitions

1. Children's Book, Definition

A printed and bound volume that explicitly states it is for children and/or young people, hereby understood to refer to those falling within the ages 0-19 years. These include works like fiction (e.g. storybooks, young adult novels, fantasy, science), non-fiction (e.g. poetry, biographies/autobiographies, developmental books, reference books, board books, bath books, pop-up books, how-to books, etc.), picture books (wordless or otherwise), graphic novels or comic books expressly labeled for children. At this time, the awards do not cover textbooks and activity works/workbooks.

2. Eligible Book

A book is eligible to be nominated and considered for the NCBA if it is:

- a. Published in the Philippines by an NBDB-registered publisher within the two (2) years preceding the year of selection (e.g. if the year of selection is 2020, then an eligible book must have been published in 2018 or 2019);
- b. Authored by a Filipino citizen;
- c. Written in Filipino or English;
- d. Released to the public in the eligible year as stated in 2 (a) hereof, proof of which shall be any of the following, proof of which shall be submitted with the nomination:
 - i. Delivery receipt/s to a bookstore, or a dealer/jobber, or any similar entity that has the ability to distribute books to the public;
 - ii. A donation to a school or library, which need not be formally accepted in an instrument by the beneficiary. It is enough that the donation is received, acknowledged and/or certified by the beneficiaries of said donation in writing;
 - iii. Distributed in bookstores or entities that sell the book, including online stores, proof of which should be provided;
 - iv. Produced/printed by a book facility/entity, as shown by a document that said book has been produced in quantities consistent with the act of publication. It is, however, understood, that the specific number of

copies shall not be part of the criteria to determine the books to be selected for the Awards.

v. A consignment agreement with a bookstore or outlet or a sales report.

3. Nomination

Anybody may nominate a book for the NCBA, as long as the publisher, author, or illustrator, is registered with the NBDB. The nomination form duly accomplished and signed by the nominating party shall serve as the official letter of nomination and shall be submitted to the NBDB at the address below together with the books, at one form per nominated title. The number of copies to be submitted for consideration will be based on the number of judges plus one copy each for NBDB and PBBY. This year, there being five (5) judges, the number of books to be submitted shall be seven (7).

The Executive Director
National Book Development Board
Unit 2401 Prestige Tower, F. J. Ortigas Avenue,
Ortigas Center, 1605 Pasig City
Subject: The National Children's Book Awards 2016

Deadline of submission of nominations is 12 February 2016.

After documenting the submissions, the NBDB shall submit nominated books directly to the members of the Board of Judges.

4. The Board of Judges (BoJ)

The BoJ will be composed of five (5) members, three (3) of whom will be chosen by the PBBY, while two (2) will be chosen by the NBDB.

Both the PBBY and the NBDB shall strive to reflect as many sectors as possible that have a stake in both children's books and the love for reading. In this regard, both parties agree that the BoJ shall have the right to contract the services of consultants and/or experts who shall assist the BoJ in the consideration and appreciation of a nominee in light of its reading level, specialized content and/or language, with the mutual understanding that remuneration for such consultants and experts are not part of the regular, annual budget prepared by the NBDB. Instead, remuneration for these individuals, should they not be willing or able to serve on a voluntary basis, shall be sourced from the supplementary funds raised by the PBBY, if any.

Both parties shall ensure that no BoJ member will be selected who is an interested party of a nominated book, such as the book's publisher or any of its employees, the author and the illustrator, or any similar person of interest, as well as their relatives up to the third degree of consanguinity and/or affinity. Children's book publishers or those associated with children's books and young adult book publishers are perpetually disqualified as members of the BoJ. Neither can the current officers of

the PBBY, nor Board members and officers of the NBDB shall serve as members of the BoJ.

While they should be aware that the PBBY is an organization made up of representatives of the various sectors that form and affect the children's book community, judges are obliged and encouraged to report any attempt to unduly influence the selection process.

The members of the Board of Judges should not be restricted from judging again for future awards.

The judges shall disclose any past affiliation/previous work experience, in whatever capacity or similar situation that may pose a conflict of interest or issue a blanket statement attesting that there exists no conflict of interest with the books being judged.

5. Voting process

Each member of the BoJ is entitled to one (1) vote. A vote must be explained, preferably in writing, but may be done so verbally during the voting process, taking into consideration factors that determine the quality of the nominated book. A book to be selected for the NCBA must get a majority/unanimous vote from the BoJ to be selected as an awardee. Members of the BoJ will agree on the final mode of selection/deliberation—by majority or unanimous vote—during the BoJ meeting.

6. Meetings

Meetings of the BoJ shall be held at the NBDB Conference Room or at any designated place agreed upon beforehand by the members of the BoJ and the NBDB staff assigned to handle the NCBA. Written notice shall be sent to the BoJ at least seven (7) days before the meeting, which notice shall be provided by the PBBY and the NBDB.

7. Minutes

Minutes of every meeting by the BoJs shall be taken by a member of the NBDB Secretariat, who shall keep the minutes in a confidential file within the premises of the NBDB.

8. Selection of Awardees

- a. The BoJ shall select a maximum of ten (10) titles from all the nominees, without any further ranking the titles, to be proclaimed as the recommended reading titles. The BoJ, on the other hand, is not obliged to select any minimum number of recommended titles, should it not find any nominee deserving of recommendation.

b. Each selected title shall be given a trophy during the NCBA awarding ceremonies. In addition, a citation shall be written by a member of the BoJ about each selection with: i) at most five (5) sentences describing the selection and ii) the reasons why the BoJ specifically chose to honor the entry. This citation shall be read aloud during the awarding ceremonies and copies are made available to the media and the public whether in digital or physical form and, at the very least, through the websites of the NBDB and the PBBY. The funds for the design and making of the trophy shall come from the budget prepared by the NBDB.

c. In the event that no single title is selected or the awarding ceremony is postponed, then the funds allocated for the event shall be reverted to the NBDB budget.

d. Should the PBBY desire to give cash prizes to the selected titles, these prizes shall be funded by the PBBY, who shall then have the right to decide how these PBBY-sourced funds are to be allocated.

9. Special Awards

The NBDB and the PBBY may decide to give special awards.

10. Announcement of Winners

Winners for the National Children's Book Award 2016 will be announced during the celebration of the National Children's Book Day (NCBD) on the 3rd Tuesday of July in 2016.

11. Others:

a. Requests for special consideration are strongly discouraged but if any party insists on making such a request, these must be made in writing with both hard and digital copies to be provided to both the NCBA and PBBY.

b. SMS messages, informal e-mail, direct voice calls to individual members of the NCBA, PBBY and/or the Board of judges are strictly discouraged and could be grounds for the rejection or disqualification of entries.

c. Reasons such as the failure to comprehend the posted rules or any written communication from the NCBA, a special relationship with members of the PBBY, the NBDB or the board of judges, failure to learn about the details of the NCBA are not considered sufficient reasons for special consideration.

d. Any adjustments or changes in the rules are to be made in the interests of the public at large and not for ad hoc or case-to-case requests.