

# 2023 Caring for Young Minds Step Show Application

## General Information

- ❖ On December 9, 2023 the Caring for Young Minds Non-Profit Organization will host its **inaugural** all-day Historically Black Colleges and Universities (HBCU) Experience to include a National Pan-Hellenic Council (NPHC) Step Show. The event is designed to highlight fraternities and sororities of the Nine Greek Lettered organizations within the NPHC through traditional step show performances. Should your NPHC organization be interested, please review the details below and submit the appropriate information and forms by the stated deadlines.

## Details

- ❖ The show will be held at Milford Mill Academy, located at 3800 Washington Ave, Windsor Mill, MD 21233 and will begin promptly at 1:00 PM. All performances will have no more than 15 minutes for their performance. This includes set up and break down.
- ❖ The following is due by November 1, 2023 at 11:59 PM
  - *Step show team registration form* *W-9 form*
  - *Signed agreement* ○ *Step Show Entry Fee Agreement*
  - *\$150.00 Entry Fee*
- ❖ The following is due by November 21, 2023:
  - The team information and detailed performance sheet
  - All music and video (must be completely edited).
- ❖ All paperwork and technical information can be mailed to Caring for Young Minds P.O. Box 47336 Windsor Mill, 21244 or emailed to: [caringforyoung@aol.com](mailto:caringforyoung@aol.com).
- ❖ All teams will be notified via email by November 28, 2023 of acceptance or declination to perform at the step show.
- ❖ A representative of the organization must be present/available at the step show meeting to be held on December 2, 2023. (Additional details will be provided).

## Prize and Awards

- ❖ Prizes are to be awarded as follows:
  - 1<sup>st</sup> Place sorority/fraternity/organization- \$2000.00
  - 2<sup>nd</sup> Place sorority/fraternity/organization- \$1000.00
  - 3<sup>rd</sup> Place sorority/fraternity/organization - \$500.00

*In order for a fraternity/sorority to be awarded prize money, a W-9 form must be turned in with your application (if needed, a substitute one has been attached to this packet for your convenience).*

## Rules and Regulations

1. The step show will take place on Saturday, December 9, 2023 at 1 p.m. The entire step team must arrive by 11:30 a.m. and stay until the end of the show. If not, they will be disqualified.
2. No more than 15 steppers (including helpers) are allowed to perform.
3. All steppers and helpers on the list are required to sit in the **reserved section only**.
4. Each team will be given a set time for when they may leave their seats to prepare for the show.
5. Each team is asked to perform no more than 15 minutes, which includes intro video, entrance and exit (Points will be automatically deducted once a team goes over 15 minutes).
6. If a team member is found to be abhorrently unsportsmanlike (\*e.g., causing a disruption to the production), the team will be disqualified.
7. Members of your organizations other than those specified to perform may not be on stage at any time. (Points will be automatically deducted). Anyone caught attempting to sneak persons, drugs or other contraband into the show will cause their team to be automatically forfeited from the competition.
8. No sexual or explicit acts will be tolerated. (This includes gyrating and twerking)
9. Avoid excessive profanity in words or music during performance. Must use clean version of any music used.
10. Oils and other liquids may not be used during the performance as this presents a safety hazard on stage.
11. The use of fog lights is prohibited.
12. Fire may not be used on stage.
13. Glitter may not be used at any time.
14. All props and special requirements must be approved before the night of the performance.
15. Any special lighting equipment wanted by team (e.g., color lighting), must be provided by the team.
16. A representative must attend the step show meeting on Saturday, December 2, 2023. Any team that is not represented the December 2, meeting will not be allowed to perform and will automatically forfeit.
17. All teams must check in by 11:30 a.m. on the day of the show. A drawing of numbers will initiate the order of competition and will be assigned during the step show meeting prior to the show (December 2, 2023).
18. Each team must have all music cued on one USB with your group's name clearly stated on the file.

19. The step team registration form, signed agreement, \$150.00 entry fee deposit, W-9, Step Show Entry Fee, and Deposit Agreement is due by November 1, 2021 (11:59 pm). Applications can be mailed to (address) or emailed to Tosha Deal, toshadeal@msn.com.
20. Winning step teams will receive and accept prize money in the form of a check. The check will be made payable to the organization.
21. The step team/organization represents by signature below that they are authorized to enter into this performance agreement and consent to pictures and filming.
22. The step team assumes all risks in its performance of all activities and is responsible for all actions whatsoever committed by our team that may cause harm or injury to persons or property because of their performance as authorized by this agreement.
23. The Caring for Young Minds Organization will not be held responsible/ liable for the actions of the contestants.

## Judging

Teams will be judged on the following categories for a total of **100 points**:

- ❖ Showmanship (**20 points**) -Enthusiasm, crowd involvement, etc.
  - ❖ Precision (**20 points**) - Accuracy and coordination of moves
  - ❖ Appearance (**10 points**)-Coordinated outfits and thoughtful clothing choices
  - ❖ Originality (**10 points**)- Incorporating never before seen moves or styles
  - ❖ Difficulty (**10 points**) - Physical difficulty, move complexity, member-to-member interaction complexity, etc.
  - ❖ Creativity (**10 points**) - Overall theme of performance was creative
  - ❖ Vocal Clarity (**5 points**)- Performance was easily heard and understood
  - ❖ Sportsmanship (**5 points**)- Upholding competitive respect and proper conduct throughout the duration of the performance
  - ❖ Overall Performance (**5 points**) - An overall rating of the performance
  - ❖ Time Limit (**5 points**) - Adherence to the time regulations
- Judges will also take into consideration the rules and regulations when deciding final points. Judges will deduct 5 points in the organizations' overall score for each violation.
- In the case that a team performs beyond the 15-minute time limit, points will be deducted from the total score as follows:  
1-3 minutes over = 2 points  
2-5 minutes over = 3 points  
5+ minutes over = all time points will be lost (team receives a 0 for time)
- All judges' scores will be averaged. The first-place organization will be the team with the highest total. The second-place organization will be the team with the second highest total. The third-place organization will be the team with the third highest total. In the event of a tie for second place, judges will vote to decide second place ( $\geq 3$  votes) and third place will be awarded to the team with  $\leq 2$  votes. In the event of a tie for third place, judges will vote to decide third place ( $\geq 3$  votes).

## Music and Video

Music and Videos must be submitted on December 2, 2023 at the step show meeting. This should consist of the following materials:

- ❖ Pre-Arranged Music (.mp3) on a flash Drive
- ❖ Video on a flash drive

Please submit/email to the following:

CFYM  
Attention: Lawrence William  
P.O. Box 47336  
Windsor Mill, 21244  
Email: caringforyoung@aol.com

## Show Time

- All steppers and helpers are required to be at the performance area by 11:30 AM (NO EXCEPTIONS). Only those people on the list of steppers and helpers will be allowed to enter (NO EXCEPTIONS)
- Only those steppers and helpers on the list are allowed to enter the Step Show at no cost.

## REVIEW- Application Checklist

### The following is due November 1, 2023:

- Step Show Team Registration Form
- Signed Step Show Agreement Form
- Step Show Entry Deposit Fee of \$150.00
- W-9 Form
- Step Show Entry Fee and Deposit Agreement

- Team and Performance Information Sheet

### The following is due November 21, 2023:

- Music and Video

### Other dates:

- Step Show Meeting November 21, 2023.
- Mandatory Run of Show Meeting: December 2, 2023

The following enclosed documents are due  
November 1, 2023 (see attachments):



## Step Show Agreement Form

*Due by November 1, 2023*

All judges will be fair and impartial. The above rules and regulations are final. There will be no exceptions. By signing below, you are agreeing, as team representative, to all the rules and conditions herein and that all will be adhered to by each team member. It is further your understanding that failure to comply with any portion of the aforementioned can result in disqualification or point deduction. A signature on this agreement confirms your step team's presence and participation in the step show. Failure to comply will result in forfeiture of your entry fee. In witness thereof, the Step Team Advisor/President has executed this agreement the day and year indicated below.

***All organizations competing must sign form.***

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Advisor/President Print Name

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Advisor/President Signature & Date

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Step Team Primary Contact (1) Representative Print Name

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Step Team Primary Contact (1) Representative Signature & Date

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Step Team Secondary Contact (2) Representative Print Name

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Step Team Secondary Contact (2) Representative Signature & Date

# Homecoming Step Show Team Information Sheet

*Due: November 1, 2023*

**Chapter Name:**

**List all names of performers:**

*Note:* No more than 15 step performers, non-step performers and/or stage technicians are allowed to participate. In addition, the number of non-step performers cannot exceed the number of step performers.

**All performers must be active members in their chapter to participate.**

Name	Role (Step Performer, Non-Step Performer, Stage Technician)
1.	
2.	
3.	
4.	
5.	
6.	
7.	
8.	
9.	
10.	
11.	
12.	
13.	
14.	
15.	

## Detailed Performance Sheet

Due: November 21, 2023

**Chapter Name:**

**Theme:**

**Contact Name:**

**Contact Primary Phone Number:**

**Contact Primary Email Address:**

**Step Master:**

**Phone:**

**Email:**

Please either mail or scan and email this form to:

P.O. Box 47336 Windsor Mill, 21244

or email to : [caringforyoung@aol.com](mailto:caringforyoung@aol.com).

The form must be received by November 21, 2023 (11:59 PM).

Direct any questions of concerns to the following:

Tosha Deal

410-350-1037

toshadeal@msn.com

Lawrence Williams

443-413-4423

Lawrencew1966@gmail.com

Do you need  
any of the  
following?

Microphone:

Other:

*If you checked any of the above, please provide specific details below.*

● Microphones:

● Other:

**Brief List of Music (in order if multiple songs):**

**Brief Description of Props:**

**Brief Description of Attire:**

**Special Instructions:**

**ATTACH:**

- A DETAILED DESCRIPTION OF STAGE LAYOUT AND TRANSITION NOTES.
- A DETAILED CHRONOLOGICAL LIST OF ACTIVITIES

ALL MUSIC MUST BE PUT ON ONE CD AND IN THE EXACT WAY FOR PERFORMANCE

ALL MUSIC AND VIDEOS MUST BE SUBMITTED TO Tosha Deal ([toshadeal@msn.com](mailto:toshadeal@msn.com))

NO LATER THAN **NOVEMBER 21, 2023**.

## Step Show Deposit Entry Fee and Prize Agreement

We, \_\_\_\_\_ (team name) understand that the \$150.\* entry fee deposit is due by November 1, 2023 by 11:59 p.m. We understand that if we forfeit for any reason and do not perform on December 9, 2023, the deposit will not be refunded.

We also understand that winning step teams will receive and accept prize money in the form of a check. The check will be made payable to the organization and addressed to the contact on the W-9. Prize money will be distributed in check form.

\_\_\_\_\_  
Step Team Primary Contact (1) Representative Print Name

\_\_\_\_\_  
Step Team Primary Contact (1) Representative Signature & Date

\*Payment can be made using the following link: <https://www.caringforyoungminds.org/payment/>

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### OFFICE USE ONLY

**Check all that apply:**

- Step Show Entry Fee Deposit - \$150.00
- 1<sup>st</sup> Prize Winner- \$2000.00
- 2<sup>nd</sup> Prize Winner- \$1000.00
- 3<sup>rd</sup> Prize Winner- \$500.00

X \_\_\_\_\_

Lawrence Williams, President / CFYM Step Show Co-Chair