



Participant Handbook

Introduction and Philosophy	3
Adjudication	3
Admission	3
General Pricing	3
WGI Rulebook	3
NCPA-Specific Rules	4
Classes of Competition	5
Membership	5
Event Registration	6
Events	6
Parking	6
Check-In	6
Competition Area	7
Timing	8
Hospitality	8
Other Venue Policies	8
Ensemble Management	9
Weather	9
Judges	9
Spectators	10
I&Es	11
NCPA Contact Information	11

Introduction and Philosophy

The mission of NCPA is to provide a competitive and educational performance outlet for Northern California indoor percussion and wind ensembles, with a continual goal of enriching the lives of young performers. NCPA commits to delivering the best venues, hosts, adjudicators, clinicians, sponsors, and volunteers in tandem with contributing to this mission.

Adjudication

NCPA adjudication panels consist of five captions: Effect-Music, Effect-Visual, Music Analysis, Visual Analysis, and Timing & Penalties (T&P). Our adjudicators are some of the finest in the country, selected from the WGI pool of judges alongside other respected educators and adjudicators known for their excellence and professionalism.

Admission

All student performers will receive a wristband for entrance (valid for show performance and post-performance). Each unit also receives 10 staff/volunteer wristbands. Everyone entering the performance space is required to have a wristband or purchase tickets. General public entrance tickets/pricing are detailed below.

General Pricing

Event admission is determined by the host.

NCPA's recommendation for non-Championship events: **\$13**

Championships 2020 at Stockton Arena: **\$30** (general seating)

Admission is free for children 5 years of age and under at any event. Other special ticket pricing (i.e. military and veterans, etc.) are determined by the host.

WGI Rulebook

As a WGI Partner, NCPA follows the [WGI Percussion Ensemble Contest Rules](#) and utilizes WGI adjudication sheets. NCPA highly recommends that every director and staff member read the WGI rulebook and adjudication sheets thoroughly. Please visit wgi.org for more information.

It is the responsibility of each ensemble to secure necessary permissions and licenses to arrange and perform any copyrighted material performed at an NCPA event. It is the responsibility of each independent ensemble to provide proof of general liability insurance to NCPA. Please email documents to info@nc-pa.org.

All students that attend a school which competes in NCPA should participate in their school's competing ensemble, and are strongly discouraged from leaving their school to join an independent ensemble.

NCPA-Specific Rules

1. Floors/Tarps

Outdoor use of performance floors (tarps) is not permitted. Penalty amount will be determined by circuit administrators.

2. Equipment

Equipment left behind after an ensemble has left the competition area will result in a 1 point penalty if said equipment is left for 1 interval length, 2 points for 2 or more interval lengths. Penalty amounts are static and not associated with the number of equipment items left behind.

3. Judge Conflict of Interest

If a judge has worked with a competing ensemble and adjudicates this ensemble within the same season, the ensemble's scores will not be published nor will they be eligible for ranking at that specific event. NCPA makes its best effort to avoid judge conflict of interest situations, but this cannot always be guaranteed.

4. Performance Order

- a. **Standard season event** (non-championships) performance order is based on registration date. If payment is received before December 1, NCPA will honor the original registration date (the date the ensemble registered for the event[s] [vs. the payment date]). The payment date will be used as the registration date for registrations/payments received on or after December 1. Performance order will be determined by the most recent registration date first. Any ensembles with the same registration date will have a randomized order for each event. The postmark will serve as the registration date for ensembles that pay via check after December 1. Registration must be paid at least 24 hours prior to the event.
- b. **Championships** order is seeded based on highest current-season score. Additionally, ensembles who have competed at an NCPA event in the current season will receive 1 "bonus point" per performance.

Example: Main Street HS attends events 1, 2 and 4, and has a best score from the 4th event of 82.7. MSHS will therefore have a seeded score $82.7 + 3$ (events) = 85.7. Any ensembles attending championships as their first event will be ordered by registration date, latest first. The order for ensembles with the same seeded score, or registration date stamp if championships is their first event, will be randomized.

Classes of Competition

NCPA offers the following classes -

Scholastic J	Scholastic Concert J	
Scholastic A	Scholastic Concert A	Independent A
Scholastic Open	Scholastic Concert Open	Independent Open
Scholastic World	Scholastic Concert World	Independent World

Each ensemble may select the class they wish to compete in. With the exception of our PSJ and PSCJ classes (which follow the same rubric as WGI's A class), NCPA class assignments mirror WGI class assignments, and are outlined in the WGI rulebook.

The PSJ and PSCJ classes are for junior high schools and middle schools. Judges are asked to use the A class sheets, but to have a more generous tolerance than they would use for an A class ensemble using those same sheets. In short, expectations are tempered for PSJ and PSCJ groups.

While there is no requirement that an ensemble competes in the same class for an NCPA event as they do in a WGI regional, it is highly encouraged. NCPA reserves the right to reclassify ensembles on an as-needed basis. Appeals must be sent to info@nc-pa.org within 48 hours of notification. All class changes are approved and finalized by NCPA.

Ensembles wishing to request class changes during the season may do so, according to the following rules:

- An ensemble may request to move up a class at any point in the season (e.g. A to Open)
- An ensemble may request to move down a class as long as the request is made by March 1 or the third event date, whichever happens first

Requests for class changes (either up or down) should be emailed to info@nc-pa.org.

Membership

Units that compete may become a Member of NCPA. Membership provides the following benefits:

- 5 staff badges for the entire season (a \$65 value, and entrance to hospitality)
- Championships parking for 5 vehicles (a \$75 value)
- "Buy 1 Get 1 Free" tickets for the Day of Percussion Workshop

2020 NCPA Membership: \$200

Event Registration

The NCPA Board of Directors determines the registration fee to all events.

2020 NCPA season non-championships shows: \$225

2020 NCPA season Championships: \$350

Registration for each event closes 4 weeks prior to the event date. Performance schedules will be distributed approximately 3 weeks prior to the event.

Refunds for canceled events or membership will be granted up to January 1st of the current season. After that date is reached, no refunds will be provided.

Events

Parking

Parking is handled by the host school or ensemble. Please have all vehicles follow directions from the host.

Check-In

An adult representative should check the group in upon arrival to an event. There is no need to bring your performers to Check-In (see #7 below). **Do not arrive more than 2 hours before the start of the event.** Check-in packets will include the following:

1. A map clearly illustrating the layout of the warm-up zones, silent zones, Hospitality, Tabulation, restrooms, etc.
2. The floor layout document for the gymnasium.
3. Any promotional material from our award sponsors.
4. An event schedule.
5. Ten (10) "spectator/staff" wristbands for admission. There will be no exceptions to this set amount.
6. One (1) "Video Pass." This pass should be clearly visible and is valid for access to the designated video recording area only. The Video Pass, is **not** valid for admission. Please do not set up more than two groups prior to your ensemble's performance.
7. Performer wristbands. The amount of wristbands received is based on the amount of members you declare at check-in. The number of performers will be verified by T&P. Abuse of the wristband policy may result in disqualification. Performer wristbands **MUST BE WORN** in order to perform.
8. NCPA Members-will-receive the additional 5 staff badges at the first NCPA show you attend.

Please note: Items 1 and 2 will be emailed to Directors and staff prior to the event day, but will also be included in the packet.

All performers must sit in the designated area for performers. Only those with a spectator/staff wristband are allowed on the Spectators' area. There will be no warnings, and your ensemble may be penalized for each infraction. *Note:* Due to room capacity at certain events, SEATING FOR PERFORMERS IS NOT GUARANTEED.

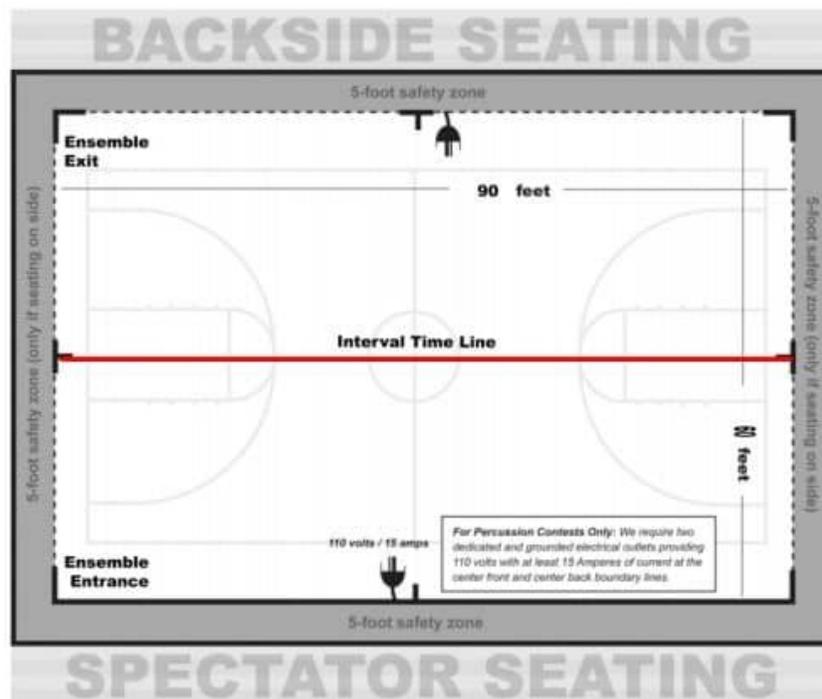
Retreat will be ensemble leaders only, not to exceed 3 representatives per ensemble. The exception to this is NCPA Championships, which will include a full retreat ceremony with all participating performers.

Competition Area

Your ensemble must be prepared to perform within a **60' x 90' space**. The performance area will have at least 60' from the front boundary line (also referred to as the safety zone) to the back stands. The safety zone is at least 5 feet from the front of the bleachers. An extra 3 feet will be added if the venue does not have wheelchair bleacher cut-outs. The exact available dimensions will be provided in the form of a diagram on the website, via email, and included in the Check-In packet.

While every effort is made to ensure the measurements provided will be accurate, it is your responsibility to double-check on the day of the event inside the venue. It's always possible that information has been misreported or that the usable dimensions available on the event day are different than anticipated.

This diagram provides a general example of what you'll see at each venue (diagram from WGI). Please note that at some NCPA shows, pending available space, there may not be a 5-foot safety zone in the back.



The entrance and exit doors for performers will be double-doors, without the middle insert bar, with at least 5' of width and 6'6" of height clearance.

There will be a grounded 110v outlet centered on the front and back boundary lines.

When the T&P judge calls go, you should immediately begin setting up for your show.

There will be a floor folding area near the exit of the gymnasium. A covered or indoor area will be provided in the event of rain.

Timing

Following WGI rules, percussion ensembles will be timed to compete at intervals according to class:

Class	Interval Time	Minimum Performance Time	Maximum Performance Time
World Class	11 min	4 min	8 min
Open Class	10 min	4 min	7 min
A Class	9 min	4 min	6 min

Please see the [WGI rulebook](#) for additional information regarding penalties.

Hospitality

A Hospitality Room will be available for directors and staff members only. This room is not for boosters or performers. Please note that Hospitality is sometimes located near the Judges Lounge - directors and staff should not enter the Judges Lounge.

Other Venue Policies

- Open flames/BBQs are prohibited in ALL areas, including the parking lot.
- There is NO smoking/vaping anywhere on campus.
- Warm-up areas are first come, first served. Please be considerate of others and use common sense regarding this policy.
- Outdoor use of performance floors at NCPA events is not permitted. Non-performance floors, at the discretion of the host venue, may be used but must be clearly labeled. NCPA will be policing the use of performance floors in the parking lot and may issue penalties. Note that this rule exists to ensure that dirt/asphalt/etc are not brought into a host's gymnasium with a performance floor. In addition, please leave nothing behind in the warm-up zone when you depart for your performance.
- There will be concessions with sufficient food for lunch, dinner, and snacks.

- There may be raffles for competing ensembles as part of the awards ceremony at the end of each event. Past examples have included cymbals and a drum set. A competing ensemble needs to be present to win any raffle. Any staff member or performing member may collect a winning raffle prize on behalf of a competing ensemble.

Ensemble Management

Directors and instructors should remind their boosters and other parental support that each ensemble must always conduct itself at the highest levels of professionalism and common courtesy to others.

Confronting event host volunteers, NCPA staff, or other ensembles is not in line with the values we strive for within our organization.

Should a conflict arise, please have your ensemble's director or instructor representative find an NCPA Board Member. For host-specific issues, report to Check-In for assistance.

Weather

Each ensemble is responsible for their own "rain plan." The host will provide as much protection from the elements as possible, but there are no guarantees. However, every NCPA event host will provide a protected area in which to fold your floor following your performance (either covered or indoors).

The following is a list of items to always have on hand:

- Tarps
- Clamps
- Ponchos
- Towels
- EZ-Ups

It is always recommended to pad your timing when creating itineraries to compensate for any inclement weather.

Judges

Commentary

Judges' commentary will be issued via [ShowDay](http://showday.net) (showday.net) and will be available as soon as they have been uploaded. NCPA will do everything possible to load judge commentary ASAP after each performance so that it may be reviewed prior to attending judge critique.

Judge Critique

At the conclusion of each non-championships event, every ensemble has the option of attending judge critique. The location and timing of the judge critique will be provided at

Check-In and marked with signage. Critique is optional and must be confirmed at Check-In.

Critique is offered at NCPA Championships for WGI Championships-bound groups.

Tips for Critique:

- It is expected that each ensemble has listened to each judge tape prior to critique. Critique is not meant to rehash the comments made on the tape.
- The most productive critiques are those in which an ensemble is prepared with a list of clarifying questions derived from the tape comments. It is an opportunity to get more insight into these comments, provide background into the design choices being made, and/or discuss new ideas.
- Ensembles are encouraged to limit the number of staff members attending critique to keep it more personal and not overwhelm the judge.
- An NCPA board member or the T&P judge will facilitate the timing of critique. The amount of time to speak with each judge is limited, and every ensemble must follow the direction of the critique facilitator.
- Every staff member must be respectful and non-confrontational during critique. Anyone violating this will be asked to leave, and not welcome at future critiques.

Spectators

Out of consideration for performing ensembles, NCPA asks that you remain in your seats for the duration of each performance. Keep the aisles clear until the breaks between each performance.

All cell phones and 2-way radios should be turned off while inside the performance venue.

The use of flash photography is strictly prohibited. Sales and/or public display of any photos from NCPA events are strictly prohibited.

Without proper credentials issued by NCPA, all forms of video and sound recording of any performance are strictly prohibited. This is NCPA policy and is the only way to comply with United States copyright law. This policy is at the ensembles' request, and we ask that you please honor their wishes.

NCPA provides a designated seating area for staff during their ensemble's performance and monitors the area throughout the event. This area can be used for the designated sound mixing staff member, if available. Note that this area is usually not available following the final performance of the event to allow space for spectators.

I&Es

NCPA offers the opportunity for students to perform a solo or small ensemble piece at our annual I&E competition.

I&E competition is open to any indoor percussion or wind student who is currently enrolled in a middle school, junior high school, high school, or is a member of an ensemble competing in the current season (in any circuit). Categories include snare solo, tenor solo, bass drum ensemble, cymbal ensemble, mallet solo, drum set solo, wind solo, wind ensemble, percussion ensemble, general percussion solo, and electronics. Performers may participate in more than one ensemble, however, an ensemble may only compete once in the percussion or wind ensemble categories.

The contest fee is per person (including each member of an ensemble) and will be collected online during the registration process.

The fee for students whose ensemble is registered for an NCPA event in the current season is \$15.

The fee for students from non-current NCPA ensembles is \$20.

Performance order is determined by the contest administrator. The contest administrator considers the most efficient flow of the I&E competition.

NCPA Contact Information

Feel free to contact us directly at info@nc-pa.org if you have any additional questions or concerns. We look forward to having your group at an NCPA event!

Mailing Address

Northern California Percussion Alliance
231 Market Place #178
San Ramon, CA 94583

Board of Directors

Please see: <https://nc-pa.org/about-us/>

Online

www.nc-pa.org
facebook.com/NCPA
twitter.com/NCPAInfo
instagram.com/ncpa_ig/