



Colorado Young Writers' Award Committee

Standing

CCIRA
COMMITTEES

Guidelines

In order to make the contest fair to all participants, **these guidelines must be carefully followed.**

1. Participants are invited to submit original short stories based on a subject of the writer's choice. Personal narratives will be accepted **only** from Primary Writers. The **maximum length** of stories for grades 1-2 will be 500 words; grades 3-6, 600 words; grades 7-9, 1,000 words and grades 10-12, 1,200 words. **(Word limits are strictly adhered to.)** Poetry and plays will **NOT** be considered. Single authorship is preferred.
2. Each **elementary school** will be entitled to submit **ONLY ONE** entry per **LEVEL**. The levels are:
 - Primary (1-2)
 - Upper Primary (3-4)
 - Intermediate (5-6)

Due to larger student enrollment, **junior/senior high schools** may submit **TWO** entries per level.

- Junior High (7-9)
- Senior High (10-12)

There will be a 1st, 2nd, and 3rd place winner at each level and each student who submits a manuscript will receive a CCIRA certificate of participation. **Schools submitting more than the allowed entries per level will be disqualified.**

3. Manuscripts with content dealing with self-destructive behavior will **NOT** be considered for an award.
4. Teachers may submit manuscripts from the previous year. Manuscripts entered this way will be judged in the appropriate category.
5. Typewritten manuscripts are preferable due to the large number that the judges must read. Manuscripts are judged on content. However, format and mechanics should be addressed. Winning entries will be displayed as submitted at the conference before the Saturday Author Luncheon. **NO MANUSCRIPTS WILL BE RETURNED.** Please send a copy of the original work.

6. All manuscripts **MUST HAVE** an "Author Information Sheet" securely attached and containing the following:
 - a. Title of the story
 - b. Name, home address, and phone number of the author
 - c. Age and grade of author at the time the manuscript was written (please indicate if this differs from present age and grade)
 - d. Word count
 - e. Name, address and telephone number of the school
 - f. Teacher's name
 - g. Principal's name and telephone number
 - h. School district
 - i. E-mail address

In addition, **each school MUST provide a self-addressed, STAMPED manuscript sized envelope in order for the students to receive their certificates.** CCIRA will not be responsible for accepting manuscripts with insufficient postage.

7. Decisions of the judges are final.
8. Winning stories will be decided by the middle of January, and the students and their principals will be notified by mail.
9. All entries must be received by **December 1** in order to be considered. **Do not send any manuscripts by certified or express mail as there is no way for those to be picked up at the post office given the harried schedule during December.**

Please send manuscripts to:
Cindy Waldmann
Lewis-Palmer Elementary
1315 Lake Woodmoor Dr.
Monument, CO 80132
cwaldmann@lewispalmer.org

You can also retrieve a guidelines form electronically at www.ccira.org

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