

**Registration and Submission Guidelines:**

1. Complete Registration on line at [www.growingponoschools.com](http://www.growingponoschools.com)
2. Plan and conduct a school or community Pono Campaign promoting peace & pono.  
Find ideas on what to do and how to do it at the Campaign website: [www.growingponoschools.com](http://www.growingponoschools.com).
3. Create and submit a short Video or PowerPoint Presentation about your Pono Campaign message and activities:
  - \* Videos and PowerPoint Slide Shows must be original work.
  - \* Assistance from a professional production company is not permitted.
  - \* Music must be copyright free or original music with permission.  
(Please submit Music Release Form found on website.)

*See specific Video and PowerPoint Guidelines below.*

4. On-time Submission Process: Submit the documents listed below by April 3<sup>RD</sup> midnight on line or mailed with postmark of April 3.
  - a. Registration (submit on line)
  - b. Student Reflection (submit on line)
  - c. Advisor Reflection (submit on line)
  - d. Signed audio-video releases for all recognized people in Video or PowerPoint  
(Download Release Form at website; then scan and email signed copies to [sara@growingponoschools.com](mailto:sara@growingponoschools.com) or mail by due date to the Campaign address below.)
  - e. (1) 1-3 minute video or PowerPoint about your school's Campaign - submit on line at website or mail to:

University of Hawaii at Mānoa  
Center on Disability Studies  
1410 Lower Campus Road 171 F  
Honolulu, HI 96822  
Attn: Pono Campaign/Sara Banks

- f. Music Release Form – one per entry; send with AV releases.

**NOTE:**

- It is the entrant's responsibility to ensure that all the necessary forms and releases are completed.
- Incomplete and late entries will not be considered for awards.
- Each group can submit one entry, no individual entries will be accepted.
- All entries become the joint property of the UH Center on Disability Studies.
- Submissions will not be returned.

### **Video Format Specification Requirements:**

Length: 3 minute maximum  
HD: 16:9 (preferred)  
Frame size: 1280x720 or 1920x1080 (preferred)  
720x480  
File format: Quicktime MOV/H.264 (preferred)  
AVI/MP4  
DVD

All video entries must be “slated” with a title and school/community name and running time at the beginning

#### ***Please follow this format:***

- 1) 10 seconds of video black
- 2) 10 second slate with the title and school
- 3) 5 seconds of video black
- 4) Start video entry (no longer than 3 minutes)
- 5) End with credits

### **PowerPoint Slide Show Format Specifications:**

- 1-3 minute maximum length of slideshow
- Initial slide to include title and school name

### **Judging:**

- A panel of judges will select the winners.
- Judges will give points to the three required submissions:
  1. Campaign Group Reflection: *Campaign Description, Effectiveness, & Future Plans*
  2. Advisor’s Reflection: *Purpose, Process, Benefits, & Plans to Sustain Efforts*
  3. Videos and PowerPoint Slide Shows: *To be scored in the following areas:*
    - a. Content
    - b. Creativity, Message, and Impact
    - c. Technical Elements
- See Video and PowerPoint Rubrics for further scoring details.

### **Monetary Awards:**

Two elementary, two middle, and two high schools will receive monetary awards and recognition in April.