Deadline and Procedures

Payment Type

Payment

Concealed Identification Form

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Submit Summary

Key:

✔ **= Section Complete**

✗ **= Section Incomplete**

Submission

Awards Program Information

Organization: **The American Institute of Architects**

Event: **2012 AIA Small Project Awards**

Deadline and Procedures

* = Required Field

SMALL PROJECT AWARDS 2012

Background
The Small Project Practitioners (SPP) Knowledge Community presents the eighth annual Small Project Award Program to recognize small project practitioners for the high quality of their work and to promote excellence in small project design. This Award Program strives to raise public awareness of the value and design excellence that architects bring to projects, no matter the limits of size and scope.

Recognition
Award winning projects will be featured and honored at the AIA's Annual Small Project Awards Presentation, entitled Ethos: Elemental and Evocative, on *Thursday, May 17, 2-3:30 p.m (AIA 2012 National Convention, Washington, DC).* The award-winning projects will also be displayed at the 2012 AIA National Convention and Design Exposition on May 16-19, acknowledged through AIA publication and electronic media, featured on the SPP website, and circulated in the SPP Journal, Summer 2012 Edition. Past honored projects are currently being assembled into a comprehensive book for publication.

Judging Criteria
Each entry will be judged for the success with which the project meets its individual program intent and requirements. Entries will be weighed individually, not in competition with each other.

Criteria for judging will include the following:

- The submission complies with all submission requirements
- The project demonstrates exemplary skill in meeting program intent and requirements *(this criteria includes innovation and technical advancements in the design process)*
- The project achieves excellence in design *(this criteria includes the delight*

and contextual considerations required of exemplary design)

2012 Jury
Any project that credits a 2012 jury member or their firm as architect, associate architect, consultant, or client is ineligible and will be disqualified if submitted.

Communication with jurors by entrants is inappropriate and cause for disqualification. All architects of award-winning projects will be required to verify that neither they, nor persons acting on their behalf, had any written or other communication with a juror regarding any submitted project from the time of submittal to completion of the jury process.

The 2012 jury members for this year's award program include:

James Cline, AIA, (Chair), Cline Architects, San Francisco
Anne Fougeron, FAIA, Fougeron Architecture, San Francisco
Chad Oppenheim, AIA, Oppenheim Architecture + Design, Miami
James Slade, AIA, Slade Architecture, New York
Karen Van Lengen, FAIA, Karen Van Lengen Architect, Charlottesville, Virginia

Award Theme
The 2012 Small Projects awards program is entitled Ethos: Elemental and Evocative. There are three categories, each of which should address how a connection between place and context of the project is made. The awards organizers anticipate projects which have elemental and powerfully evocative expression.

This year we have increased the construction cost limit to include more regional diversity in the entrant pool. Recognition is given to structures that perform their intended function and go beyond to reach us at the emotional level. No project is too small to inspire!

Award Categories
Entries are to be projects of the built environment within the following categories:

Category 1. A small project construction, object, work of environmental art or architectural design element up to $150,000.

Category 2. A small project construction, up to $1,500,000.

Category 3. A small project construction up to $1,500,000, which does not rely on external infrastructure as its primary power source. This "no power needed" category is a sustainable construction which may draw a maximum of one 20amp circuit of power from local infrastructure but otherwise does not require power or is entirely self-sustaining.

Applicants may enter the same project in more than one category. The entry fee is on a per category basis (e.g. the same project entered in two categories will be charged two entry fees).

The Small Project Practitioners Knowledge Community encourages submissions of projects in all building types: commercial, retail, industrial, educational, public and private, as well as residential. In addition, projects may include fully completed new and renovations or elements of built projects. There is no limitation other than the quality of the final work. We invite the submission of projects accessible to people of all abilities. New construction and renovations are equally welcome.

Projects submitted under Category three "No Power Needed", may be pro-bono or paid, completed by traditional and non-traditional practices. Our goal is to promote the practice of sustainable design and to preserve and better our environment.

Finally, the Small Project Practitioners Knowledge Community strongly encourages submissions from the many diverse Small Project Practitioner (SPP) members of the AIA and the profession.

Eligibility

- Open to architects licensed in the United States.
- Built projects completed after January 1, 2008.
- Entry photography by the submitting architect is welcomed, but there is no restriction on professional photography.
- Maximum of four entries per firm – (a single project may be entered in two different categories with applicable fees for each entry).
- **No projects are permitted that have previously received a national AIA award.**

Entry Fees

AIA members - $150 for each entry
Nonmembers - $300 for each entry

All entry fees are nonrefundable.

Submission Requirements

Images:

- Images include Drawings and Photos.
- Sufficient documentation to describe the project context, special considerations, and innovative design.
- Maximum 8 - minimum 4 images, arranged in the order you wish them viewed.
- Site Plan, Floor Plan(s), Sections and Elevations as appropriate to project type including North arrow and graphic scale.
- Digital parameters: 300 DPI/JPG/High Quality-Low Compression/1600 x 1200 resolution.
- Project authorship may not be revealed in any of the submitted materials.

Text:

- Written information shall be limited to 200 words, including:
- Project name and location (city and state).
- Statement of program and contextual background. In addition, include any special challenges or considerations, unique and/or innovative solutions, lessons learned, or other information pertinent to the understanding of the project.
- Project authorship may not be revealed in any of the submitted materials.

All submitters must agree to the following items:

- All drawings and photographs are products of the design architect.
- Project construction cost (not including soft costs) is accurate for the category submitted.
- Project has not received a previous national AIA design award.
- AIA Intern Declaration.
- AIA 2012 Copyright Permission Form

(Note: Project Owners may be contacted to verify information provided.)

Failure to comply with the above requirements will result in disqualification.

Submission Suggestions:

1. Jurors would like to see the project context– how it fits into the environment or surroundings, not just a closely cropped view.
2. Include plans.
3. Presentation is important. Organize your work into a coherent presentation.
4. Professional photography is ok, but not required. Photography nonetheless should be of good quality and communicate the project well.

Photography Requirements

Image Quality

Photos enable the jury to evaluate your project. An award cannot be made to a project if its relevant details cannot be determined through the submission material. Please follow the specifications above closely. The digital parameters specified above can be met with a 3-megapixel camera used at its highest resolution and with minimal compression. Our research shows that such cameras can be obtained for as little as $150 from office supply chains or specialty retailers. Use of higher resolution cameras is acceptable and encouraged. For best results follow these simple rules.

1. Read your camera's owner's manual and know how to adjust the settings.
2. Use a tripod and the slowest speed possible if people are not in the picture. If people are in the picture shoot at no less than 1/30th of a second.
3. Use the smallest aperture possible (highest number, i.e., f32) for clearest images over the deepest field, from near to far.
4. Shoot in natural Daylight if possible.
5. Shoot in the early morning or late evening for dramatic effect.
6. If you cannot shoot in natural light, then adjust your camera's white balance for the light source (usually tungsten or fluorescent). You may also need to adjust for cloudy skies.
7. Clean and prepare the site before shooting. For example pick up paper and trash that are blowing around the ground, straighten clothing and merchandise on display, and pay attention to doors, windows, curtains and other compositional devices.

Image Editing

Images may be edited to improve contrast ratio and color balance. Images may also be cropped, but they may not be edited to alter architectural elements or context.
Images identifying authorship must be edited to retain the anonymity of the author.
Images may be black and white, sepia or color but may not be colorized black and white images. Images should represent the project, as it exists in the built environment. Artistic composition must not confuse the jury as to the nature of the project.

Any identification of the architect or firm appearing on any submitted images shall cause the entry to be disqualified. Failure to fully comply with all submission requirements shall cause the entry to be disqualified.

Submission Deadline
The submission process must be completed prior to **4:59:59 p.m. Eastern Time, February 3, 2012**. Please allow time for uploading your submission materials - no exceptions to the deadline will be made.

Board Layout
Award recipients are responsible for providing an exhibit panel for display created from their submission materials. A template will be provided for the recipients with instructions for delivery to the AIA in time for convention.

Questions
E-mail: kcawards@aia.org

Award Recipients will be notified by mid to late April, 2012.

Deadline and Procedures

*I have read and agree to the ☐
deadline and procedures

Save and Continue

Deadline and Procedures

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Event:	**2012 AIA Small Project Awards**

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AIA Members (for each entry) $150.00

Non-Members (for each entry) $300.00

[Save and Continue]

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Submit   **Logout**

Submission

Awards Program Information

Organization: **The American Institute of Architects**

Event: **2012 AIA Small Project Awards**

Payment Information

Please proceed to enter credit card information in secure payment site.

* = Required Field

IMPORTANT!

This stage in the submission process is payment of the fee.

You can go back at any time to edit or update your submission through the deadline date, but once credit card information is entered, the processing fee will be immediately charged to your credit card after clicking Charge and Continue.

All entry fees are non-refundable.

Select a credit card type

*Credit Card Type [▼]

Exactly as it appears on the credit card

*Name [   ]

Billing address of credit card

*Address [   ]

*City [   ]

*State [   ]

Province (Outside US) [   ]

*Zip / Postal Code [ ]

*Credit Card Number [ ]

*Credit Card Expiration [01 ▼] [2011 ▼]

*Contact Phone Number for this card [ ]

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The accuracy of this form is of critical importance in providing information that the AIA will use in publicizing the winning projects. All credits on the award citations and in any press release will be based on this form. **Any errors or omissions will be the responsibility of the entrant.**

Full credit must be given. If more than one architect is credited for a single project, the order and credit in which names are listed on this form will be the official sequence. No changes will be permitted in the order nor will any deletions or additions be permitted once the submission has been received by the AIA. The forms will not be viewed by the jury until after all judgment has been made.

If more space is required to list all contributing Firms and/or Associate Firms/Owners/etc...you may list these on a separate document to be included as the last page of the single PDF file uploaded in the next section (All Concealed ID Forms Upload) with your All Firms Signature Page, Copyright and Release Forms, and Intern Declaration. Please type in "See additional list" in the appropriate fields.

Please note that when crediting recipients in publications and citations, it is the policy of the American Institute of Architects to list only the Architecture Firms associated with the project, not individuals.

I confirm to the accuracy of the information supplied for the concealed identification forms.

*I confirm ☐

Owner Information:

*Project Owner [   ]

*Owner Phone [   ]

*Owner Email

Characters Remaining   90
Owner Email is limited to 90 total characters, including spaces and punctuation.

Architect Information:

*Project Architect

*Firm Name

*Firm Address Line 1

Firm Address Line 2

*Firm Address City

*Firm Address State

Firm Province (Outside US)

*Firm Address Zip Code

*Firm Country   United States of America

*Firm Phone

*Firm Email

Characters Remaining   68
Firm Email is limited to 90 total characters, including spaces and punctuation.

Firm Size

AIA Chapter (if member)

AIA Member Number

It is the policy of the American Institute of Architects to promote and recognize high levels of collaboration between all members of the design team. Submittals are required to be made by Architects of a project, but the Submitting Architects must faithfully, completely and accurately list all other Architects, Interior Designers, Landscape Architects, Programmers, Planners and Engineers who were part of the project team. Submitting Architects are required to clearly describe their role, as well as the role of other Architects or Designers.

Please indicate any collaboration acknowledgements with explanation of participation here:

Collaboration Acknowledgements

Characters Remaining 6000
Collaboration Acknowledgements is limited to 6000 total characters, including spaces and punctuation.

Save and Continue

✓ **Deadline and Procedures**

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All Concealed ID Forms Upload Page

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The All Firms Signature Page, Copyright and Release Forms, and Intern Declaration are contained in <u>a single</u> PDF file below. They are to be completed and uploaded at the bottom of this page as <u>a single</u> PDF file.

Should you make changes to these forms after initially uploading your single PDF file, you may upload the corrected file once you are certain it contains all of the completed and signed forms (All Firms Signature Page, Copyright and Release Forms, and Intern Declaration). Please note that the only file we will receive from this section will be the <u>last</u> file you upload.

Do <u>not</u> include any of these forms in the Image Upload section at the end of this submission.

Click here to print, complete, and sign all forms to be uploaded below.

*Upload

✔ **Deadline and Procedures**

✔ **Payment Type**

✔ **Payment**

✔ **Concealed Identification Form**

✔ **All Concealed ID Forms Upload Page**

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Submission

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Project Information

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Category Selection

1. Category 1. A small project construction, object, work of environmental art or architectural design element up to $150,000.
2. Category 2. A small project construction, up to $1,500,000.
3. Category 3. A small project construction up to $1,500,000, which does not rely on external infrastructure as its primary power source. This "no power needed" category is a sustainable construction which may draw a maximum of one 20amp circuit of power from local infrastructure but otherwise does not require power or is entirely self-sustaining.

*Project Category [▼]

Project Information:

(Credit for certificates and/or publications will be based on the following fields – complete and accurate information is required)

*Project Name [   ]

*Project Location- City [   ]

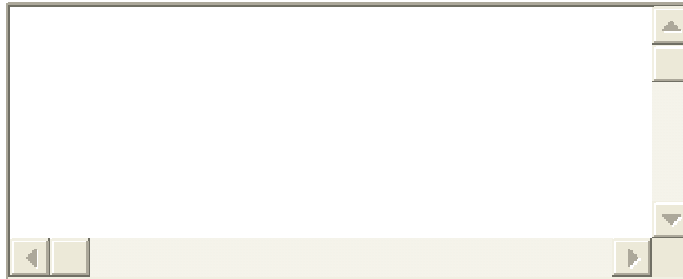*Project Location- State [▼]

Project Province (Outside US) [   ]

Construction Cost (not including soft costs) in whole dollars (format $10,000)

*Construction Cost in whole dollars [   ]

Project Description

Please provide a statement of program and contextual background. In addition, include any special challenges or considerations, unique and/or innovative solutions, lessons learned, or other information pertinent to the understanding of the project. Project authorship may not be revealed in any of the submitted materials.

*Project
Description

Characters Remaining   2000

Words Remaining   200

Project Description is limited to 2000 total characters (including spaces and punctuation) and 200 words.

Save and Continue

Upload Attachments

File Restrictions

1. You may upload the following file type(s): Adobe Acrobat (.pdf)
2. Files must be smaller than 4MB in size.

* Please note, when uploading image files for viewing on the web they must be saved in RGB color format. CMYK and other formats will not render in web browsers.

File Uploading

• You are responsible for checking that the file you upload opens and can be viewed as intended.

• Your submission must be **one .PDF file smaller than 4 MB**.

• Entry photography by the submitting architect is welcomed, but there is no restriction on professional photography.

• Upon the jury's final selection you may be contacted to provide high-resolution images. Without these your project will not receive proper recognition. Winning submissions become the property of the AIA Library and Archives and will be used in an exhibit for the AIA National Convention.

• Do not include any of your Concealed ID information or forms in this section - doing so will disqualify your submission.

It is your responsibility to make sure the architect's name is not revealed on any of the images, plans, or narrative.

Failure to do so will automatically disqualify the entry.

Image Upload:

• Images include Drawings and Photos.
• Sufficient documentation to describe the project context, special considerations, and innovative design.
• Maximum 8 - minimum 4 images, arranged in the order you wish them viewed.
• Site Plan, Floor Plan(s), Sections and Elevations as appropriate to project type including

North arrow and graphic scale.
• Digital parameters: 300 DPI/JPG/High Quality-Low Compression/1600 x 1200 resolution.
• Project authorship must not be revealed in any of the submitted materials

Deadline is prior to 5:00 pm Eastern Time, February 3, 2012.
Please allow plenty of time for files to upload.

Upload Instructions

1. Click the "Browse" ("Choose File" for Mac) button to select your single PDF file to be uploaded.
2. Click the "Upload File" button.
3. To view your file, click the file name under the "Attachment" header.

Attachment   **Attachment Description**

Click the "Upload Files" button below to begin uploading your files to the server.

[Upload Files]

Current Attachments

Below are the attachments for this submission. You may edit the description or remove the attachment using the appropriate link in either option column. To view the attachment, click the attachment file name in the "Attachment" column.

Edit	Attachment	File Size	File Type	Date Created	Remove