



2023 AIA Edward C. Kemper Award **Sample Application**

Submitter Information

Thank you for applying to the 2023 AIA Edward C. Kemper Award. On this page, please provide the information on who is filling out this application, this may or may not be the candidate.	
First Name *	
Last Name *	
Firm/Organization Name *	
Phone Number *	
Email Address *	

Criteria and Jury List

From 1914 to 1948, Edward C. Kemper led the American Institute of Architects as Executive Director. Since 1950, this award has honored members who carry on his legacy of continued and significant service to the AIA.	
Eligibility	<p>The Edward C. Kemper Award is open to all AIA members—except members of the Board and Strategic Council and past AIA officers who have been out of office fewer than three years.</p> <p>A living recipient of the Edward C. Kemper Award shall be automatically elevated to Fellowship.</p>
Deadline	<ul style="list-style-type: none">• the deadline for submission completion is September 15, 2022 before 5 pm Eastern• all deadlines are strictly observed• there is no entry fee for this program
2023 Collaborative and Professional Achievement Awards Jury	The Edward C. Kemper Award is conferred by the AIA Board of Directors and the AIA Strategic Council.



	<p>The Institute Honors for Collaborative and Professional Achievement Jury serves as the Advisory Jury for the Edward C. Kemper Award. The jury consists of five members: a representative of the Board of Directors or the Strategic Council, an Architect member licensed less than ten years, one past recipient of the collaborative achievement award, an Associate member, and a public official.</p> <p>2023 Jury</p> <p>To be determined</p> <p>Communication with the jury from the time of submittal to completion of the jury process by the candidate or anyone acting on their behalf is inappropriate and cause for disqualification.</p>
Additional Considerations	<p>Throughout the submission, you are encouraged to highlight any aspects of the candidate’s work or life experience that may have reflected contributions or sensitivity concerning areas of special interest to the Institute, its members, and the architecture profession, including but not limited to the Public policies and Position Statements of the AIA.</p> <p>These might include such areas as diversity, sustainability, or the mentoring of emerging professionals, to the degree the candidate has had the opportunity to address them, or as these topics may enhance the presentation. For instance, AIA juries include evaluating Honors & Awards submissions relative to the AIA Framework for Design Excellence. While submissions do not have to adhere entirely or fit comprehensively with all measures from the framework, submitters are strongly encouraged to consider their submission materials in this context. For additional information visit the AIA Framework for Design Excellence website.</p>
Exhibits for Archives *	<p><input type="checkbox"/> I understand that should I be selected as the recipient of this award this submission will be archived by the AIA.</p>



Candidate and Nominator’s Information

Candidate’s Name *	Please provide the full name of the candidate as you wish it to appear on announcements and notifications (including AIA designation).
	<p>Submissions for the Edward C. Kemper Award can be produced by either the nominating body or the candidate. Please select who you are:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Nominator <input type="checkbox"/> Candidate <p><i>Based on your selection the appropriate boxes will open. Below the information built out for all of them, you will not need to provide information for all of them in the online submission portal.</i></p>
Demographic Information	All demographic information provided is confidential, and only used for statistical purposes.
Candidate Gender *	<ul style="list-style-type: none"> <input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> Non-binary <input type="checkbox"/> Self-described <input type="checkbox"/> Prefer not to say
Candidate Ethnicity*	<ul style="list-style-type: none"> <input type="checkbox"/> Alaskan Native <input type="checkbox"/> American Indian <input type="checkbox"/> Asian – Chamorra (Guam) <input type="checkbox"/> Asian – Chinese <input type="checkbox"/> Asian – Filipino <input type="checkbox"/> Asian – Indian <input type="checkbox"/> Asian – Japanese <input type="checkbox"/> Asian – Korean <input type="checkbox"/> Asian – Vietnamese <input type="checkbox"/> Asian – Samoan <input type="checkbox"/> Asian – Other Pacific Islander <input type="checkbox"/> Asian – Other <input type="checkbox"/> Black of African American <input type="checkbox"/> Hispanic – Cuban



	<ul style="list-style-type: none"> <input type="checkbox"/> Hispanic – Puerto Rican <input type="checkbox"/> Hispanic – Other <input type="checkbox"/> Hispanic – Other <input type="checkbox"/> MENA (Middle East or North African) <input type="checkbox"/> Native Hawaiian <input type="checkbox"/> White or Caucasian <input type="checkbox"/> Other Race/Ethnicity <input type="checkbox"/> Prefer not to say
Disability *	<ul style="list-style-type: none"> <input type="checkbox"/> None <input type="checkbox"/> Blind <input type="checkbox"/> Deaf <input type="checkbox"/> Other
Nominator	
	<p>Thank you for nominating a candidate for the 2023 AIA Edward C. Kemper Award. Candidates can be nominated by AIA Components, AIA Knowledge Communities, Members of the AIA Board of Directors and Strategic Council, and Architect Members of the Institute.</p> <ul style="list-style-type: none"> <input type="checkbox"/> AIA Component <input type="checkbox"/> Knowledge Community <input type="checkbox"/> Member of the Board of Directors or Strategic Council <input type="checkbox"/> Architect Member <p><i>In the online submission portal, check the appropriate boxes to collect information necessary for the submission.</i></p>
Candidate Information *	<p>Nominations are not secret. Please provide the information so that your candidate can consent to the nomination and fill out the unpaid labor and code of ethics information.</p> <p>Full Name</p> <hr/> <p>Email</p>



Candidate	
AIA Member ID *	
AIA Component *	
Firm/Organization *	
Email Address *	
Phone Number *	
Address *	Street Address
	Line 2
	City
	Country
	State/Province
Zip Code	
Unpaid Labor Declarations *	<p>If you cannot answer 'Yes' to the Unpaid labor Declaration Policy, you are not eligible to submit for this award. Please contact HonorsAwards@aia.org should you have any questions concerning our Intern Declaration policy.</p> <p><input type="checkbox"/> I declare, acknowledge, and affirm that I do not utilize, employ, or otherwise engage labor that is unpaid, including working students, and neither does any firm of which I am an owner or manager, in</p>



	<p>part or in whole. I acknowledge this wording shall cover all persons working under my employ or that of my firm, regardless of position or title. I also recognize that exceptions recognized by federal law (such as legally defined internships or educational cooperative programs) or by the AIA Rules of the Board are exempt from this policy.</p> <ul style="list-style-type: none"><input type="checkbox"/> I further declare, acknowledge, and affirm that I have not utilized any unpaid labor as defined above: for a minimum of 5 years prior to the application deadline for all Institute Honor Awards (if I am a candidate for such an award; and a minimum of 10 years prior to the application deadline for all other Institute Honors, including the Honors program, Membership Honors Awards, and Collaborative Achievement Awards (If I am a candidate for any of those awards).<input type="checkbox"/> I acknowledge adherence to the terms of this Policy
Code of Ethics and Professional Conduct *	<p>The AIA stands for universal respect for human dignity, and the unbiased treatment of all persons in employment, civic, and business transactions regardless of race, gender, sexual orientation, gender identity, physical abilities, or religious practices.</p> <ul style="list-style-type: none"><input type="checkbox"/> I affirm that I uphold this value in all my business and professional practices, and in all my activities and conduct relating to the AIA. <p>Professional Conduct are mandatory for all AIA members and enforceable by the National Ethics Council.</p> <ul style="list-style-type: none"><input type="checkbox"/> I affirm that, throughout the course of my AIA membership, I have consistently abided by the AIA Code of Ethics, have not engaged in conduct that may have violated the AIA Code of Ethics and have not been found to have violated the AIA Code of Ethics.
Background Check*	<p>The AIA reserves the right to conduct a background check of recipients of AIA Honors and Awards.</p>



	<p><input type="checkbox"/> I understand a potential recipient of an AIA Honor or Award program may be subject to a background check and hereby consent to such a background check and to such other inquiry as the AIA, in its sole discretion, may determine to be appropriate.</p>

Copyright Information and Announcement Images

<p>Greater Rights *</p>	<p>For good and valuable consideration, the exchange of which is hereby acknowledged, I grant The American Institute of Architects ('AIA') a non-exclusive license to use my copyrighted Work, including any text, brochures, drawings, photographs, graphics, plans, slides, books, transparencies or other copyrightable material, (the "Work") identified on this form and submitted in connection with this submission as follows.</p> <p>This license shall permit limited rights to use, reproduce, crop or resize, publicly display, distribute and transmit worldwide the Work during the full term of the copyright in all media, now known or hereafter devised, including the internet, without payment of any royalty or license fee, as follows:</p> <ul style="list-style-type: none">• in connection with the announcement of any awards under the awards program and the promotion of the awards program itself• in connection with efforts to educate architects through different media, in which AIA members, only, have access to view the Work; provided, however, that AIA shall implement reasonable technological measures to ensure that access is limited to AIA members, shall provide written notice accompanying each access to the Work specifying the conditions under which the Works may be used and that any other use requires additional permissions from me, and shall provide the written contact information supplied below so that the AIA member can contact me for permission for further use
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	<p>This license applies when the entrant has not secured greater rights to copyrighted material by a license or other agreement. If the entrant has previously secured greater rights to the copyrighted material, please select 'Entrant has secured greater rights to copyrighted material' below.</p> <ul style="list-style-type: none"><input type="checkbox"/> Entrant has NOT secured greater rights to copyrighted material.<input type="checkbox"/> Entrant has secured greater rights to copyrighted material.
Copyrighted Information File *	<p>Please provide a .PDF file showing the following information</p> <ul style="list-style-type: none">• For announcement images:<ul style="list-style-type: none">○ Thumbnail○ Caption – under 200 characters○ Copyright credit (name and contact information) – who took the photo○ Copyright notice (name and contact information) – who owns the photo• For all images in the submission file:<ul style="list-style-type: none">○ Thumbnail○ Page of the submission it appears on○ Copyright credit (name and contact information) – who took the photo○ Copyright notice (name and contact information) – who owns the photo• For work featured in the submission file (e.g. text, brochures, drawings, photographs, graphics, plans, books, or other copyrighted material):<ul style="list-style-type: none">○ Author/Creator○ Copyright owner○ Publication date <p>Upload</p>
Photographer's Approval Form *	<p>For any work in which you are not the copyright owner your photographer(s)'s signature is required on the AIA Photography Release Form to be uploaded below as a .pdf file. If multiple photographers were used please provide all the executed forms in one PDF file.</p>



	Upload Here
Announcements Images	<p>Should your candidate be selected as the recipient please provide five images from your submission to be used for the announcement on AIA.org and upload below. These photos are not for jury review and only for AIA.org.</p> <p>Photos must be:</p> <ul style="list-style-type: none">• A single image• A .jpg file• 3200 pixels wide by 1800 pixels tall – photos must be landscape• A minimum of 72 dpi• No white border <p>Photos that do not meet these requirements will not be displayed.</p>
Announcement Image #1 - Headshot *	Upload here
Announcement Image #2 - Project	Upload here
Announcement Image #3 - Project	Upload here
Announcement Image #4 - Project	Upload here
Announcement Image #5 - Project	Upload here
Release Form, Permissions, and Indemnification	<p>Information and illustrations for any project receiving an award or chosen for inclusion in any award citation will be taken from the information and materials submitted by the entrant (“Entrant”). There may be no further communication with the Entrant prior to the announcement of an award. Accuracy, therefore, is essential.</p> <p>The Entrant certifies that Entrant has obtained all permissions necessary to permit the AIA to publish, without financial or other obligation, any information, photograph or other materials submitted by the Entrant, including any permissions required from any individual, architect,</p>



	<p>contractor, owner or photographer, and such grant will include the necessary permissions to include the same in the AIA's designated periodical(s), published by _____ for purposes of any announcements for this awards program. The Entrant certifies that the AIA is authorized to use all such materials as it may deem appropriate in connection with this awards program, including publicizing the program itself, and that the use or reproduction of the Work by the AIA as permitted by this permission form shall not, to the best of my knowledge, information and belief, infringe or violate any other person's copyrights.</p> <p>BY MAKING A SUBMISSION, THE ENTRANT AGREES THAT THE INFORMATION CONTAINED IN THE ENTRANT'S CONCEALED IDENTIFICATION FORM AND ANY INFORMATION OR MATERIALS SUBMITTED OR MADE BY THE ENTRANT ARE COMPLETE AND ACCURATE.</p> <p>THE ENTRANT FURTHER AGREES TO INDEMNIFY AND HOLD HARMLESS THE AMERICAN INSTITUTE OF ARCHITECTS ("AIA") AND _____ FROM AND AGAINST ALL CLAIMS OR DAMAGES ARISING OUT OF THE USE OF ANY INFORMATION OR OTHER MATERIALS SUPPLIED BY THE ENTRANT OR ARISING OUT OF ANY BREACH OF THESE REPRESENTATIONS. ALL ERRORS OR OMISSIONS ARE THE SOLE RESPONSIBILITY OF THE ENTRANT.</p> <p>THE AIA AGREES TO INDEMNIFY ME AND HOLD ME HARMLESS FROM AND AGAINST ALL CLAIMS OR DAMAGES ARISING OUT OF ITS USE OF THE WORK IN A MANNER INCONSISTENT WITH THE LICENSES AND PERMISSIONS GRANTED HEREIN.</p>
Terms and Conditions	<p>By agreeing below, I acknowledge that I have read and agree to the above terms and conditions.</p> <p><input type="checkbox"/> I Agree</p> <p>I understand that the AIA Board of Directors has the authority to revoke any honor or award conferred by AIA, as set forth in the Rules of the Board</p>

Reference Letters



Reference Letters	<p>Seven reference letters are required.</p> <p>The references should be people who know the candidate well and are able to verify and testify to the accomplishments cited in the summary of achievements. References should be explicit in their recommendation and contain specific reasons for support.</p> <p>Reference letters must be:</p> <ul style="list-style-type: none"> • one-page, focusing on one or two aspects of the candidate's submission (two-page letters will be removed from your file and not reviewed by the jury). • on company letterhead • signed • uploaded as a PDF file into the system using the unique link provided to each reference writer prior to 5 pm Eastern on September 15, 2022. <p>Please note that it is in the candidate's best interest to demonstrate a broad range of support and influence.</p> <p>All reference letters are to remain confidential. It is the candidate's responsibility to contact the reference writers and establish if they are willing to act as a reference and to emphasize the importance of submitting a letter in a timely fashion.</p>				
Reference Writer 1 *	<table border="1"> <tr> <td data-bbox="483 1306 1416 1356">Full Name</td> </tr> <tr> <td data-bbox="483 1356 1416 1415"> </td> </tr> <tr> <td data-bbox="483 1415 1416 1474">Email</td> </tr> <tr> <td data-bbox="483 1474 1416 1528"> </td> </tr> </table>	Full Name		Email	
Full Name					
Email					
Reference Writer 2 *	<table border="1"> <tr> <td data-bbox="483 1543 1416 1593">Full Name</td> </tr> <tr> <td data-bbox="483 1593 1416 1652"> </td> </tr> <tr> <td data-bbox="483 1652 1416 1711">Email</td> </tr> <tr> <td data-bbox="483 1711 1416 1766"> </td> </tr> </table>	Full Name		Email	
Full Name					
Email					
Reference Writer 3 *	<table border="1"> <tr> <td data-bbox="483 1780 1416 1831">Full Name</td> </tr> <tr> <td data-bbox="483 1831 1416 1879"> </td> </tr> </table>	Full Name			
Full Name					



	Email
Reference Writer 4 *	Full Name
	Email
Reference Writer 5 *	Full Name
	Email
Reference Writer 6 *	Full Name
	Email
Reference Writer 7 *	Full Name
	Email

Materials for Jury Review

Candidate's Full Name *	First Name/ Middle Initial	Last Name
Candidate's Summary Statement *	<p>Describe how the candidate's work may be considered notable and how it has advanced the profession of architecture in a 25 to 35-word statement. A simple statement can sometimes say a lot more than one that is overreaching, and the jury will rely heavily on this statement during the review process.</p> <p>Word Limit: 35</p>	



Materials for Jury Review	<p>Submit supporting documentation in a single .PDF file - max 20 MB not to exceed 20 8.5x11-inch pages - and include in the order listed:</p> <ol style="list-style-type: none">1. Nomination letter (one page) that summarizes the candidate's contributions2. Biography of the candidate including a 25-35 word summary statement, list of offices, positions, honors, publications, and presentations that relate to the purpose of the award (max of two pages)3. Statement of contributions that illustrates how the candidate's work has an advanced design, practice, or education; enhanced the profession; and benefited the communities (max of two pages)4. exhibits (maximum of 15 pages) with images, drawings, or other materials that demonstrate the candidate's or organization's accomplishments that relate to the purpose of the award.
Upload Materials for Jury Review *	Upload here
Ready to submit *	<ul style="list-style-type: none"><input type="checkbox"/> I verify all the information associated with this nomination is accurate and I am ready to submit payment.<input type="checkbox"/> I understand once payment is made the submission will be completed and no further edits may be made.