



2024 Small Project Award
Sample Application

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Submitter Information

First Name *	
Last Name *	
Company Name *	
Phone # *	
Email Address *	
Architectural Credits	Please list all architectural firms that should be credited for public display should this project receive recognition.
Demographic information	All demographic information provided is confidential, and only used for statistical purposes.
Firm Size*	Please indicate the size of the candidate firm: <ul style="list-style-type: none"> - 0-25 - 26-50 - 51-100 - 100-1000 - 1000+
Firm Demographics	If available, please provide gender demographic information pertaining to the nominated firm. (Ex. xx% Male; xx% Female)
Firm Demographics*	If available, please provide race and ethnicity demographic information pertaining to the nominated firm. <ul style="list-style-type: none"> - American Indian or Alaska Native - Asian - Black or African American - Hispanic/Latino - Native Hawaiian or Other Pacific Islander - White - Other - Choose not to answer
Firm Demographics*	If available, for each of the racial and ethnic identifiers used above, please specify the percentage of each employed at the firm. (Ex. 5% Black or African American; 30% White; 2% American Indian)



Judging Criteria, Jury List & Release From

Background	The Small Project Design (SPD) Knowledge Community presents the annual Small Project Award Program - aimed at raising public awareness of the value and design excellence that architects provide regardless of the limits of size and budget.
Recognition	Award winning projects will be recognized in AIA publications and electronic media, including the SPD REVIEW and website.
Eligibility	<ul style="list-style-type: none">• Open to architects licensed in the United States.• Built projects must have been completed after January 1, 2018.• There is no requirement for professional photography.• Any sized firm may submit a project.• Maximum of four entries per firm - (a single project may be entered in two different categories with applicable fees for each entry).
Deadline & Entry Fees	<p>The deadline for submission completion is November 9, 2023, before 5:00 PM Eastern. All deadlines are strictly observed.</p> <p>Below is the list of submission entry fees. All entry fees are non-refundable. You are responsible for ensuring that all forms are complete (Code of Ethics/Unpaid Labor Declaration, Client Authorization) by the deadline. There are no refunds or exceptions.</p> <ul style="list-style-type: none">• AIA Members - Emerging Professionals (up to ten years post-licensure): \$150 for each entry• AIA Members: \$200 for each entry• Nonmembers: \$450 for each entry
Categories	<ul style="list-style-type: none">• Category one: small project construction, object, work of environmental art or architectural design element up to \$250,000 in construction cost• Category two: small project construction up to \$2.5 million in construction cost



	<ul style="list-style-type: none"> • Category three: small project construction, object, work of environmental art or architectural design under 5,000 square feet • Category four: Unbuilt project award: any unbuilt design that meets any of the category requirements above. This award is for projects that will not be built in the future (speculative work, conceptual work, competition work, student work, etc.)
Judging Criteria	<p>The jury evaluates entries based on how successfully projects have met their individual requirements. Entries are judged individually—not in competition with each other.</p> <p>Criteria for judging will including the following:</p> <ul style="list-style-type: none"> • The submission complies with all submission requirements • The project demonstrates exemplary sensibility in meeting program intent and requirements • The project achieves excellence in design • Within each category, the jury will give favorable consideration for projects that exhibit and provide evidence of this year's theme, SANCTUARY, in some aspect of the design process or solution. <p>2024 Small Project Awards Jury</p> <p>TBD</p> <ul style="list-style-type: none"> • any project that credits a jury member or firm as architect, associate architect, consultant, or client is ineligible and will be disqualified if submitted • 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>Release Form</p> <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</p>



	<p>may be no further communication with the Entrant prior to the announcement of an award. Accuracy, therefore, is essential.</p> <p>BY MAKING A SUBMISSION, THE ENTRANT AGREES THAT THE INFORMATION CONTAINED IN THE ENTRANT'S CONCEALED IDENTIFICATION FORM AND ANY OTHER INFORMATION OR MATERIALS SUBMITTED BY THE ENTRANT ARE COMPLETE AND ACCURATE. THE ENTRANT FURTHER AGREES TO INDEMNIFY AND HOLD HARMLESS THE AMERICAN INSTITUTE OF ARCHITECTS ("AIA") AND HANLEY WOOD, LLC, FROM AND AGAINST ALL CLAIMS OR DAMAGES ARISING OUT OF THE USE OF ANY INFORMATION OR OTHER MATERIALS SUPPLIED BY THE ENTRANT. ALL ERRORS OR OMISSIONS ARE THE SOLE RESPONSIBILITY OF THE ENTRANT.</p> <p>The Entrant further 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, 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 Hanley Wood, LLC, 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.</p>
Terms and Conditions *	<p>By checking the box below, I acknowledge that I have read and agree to the above terms and conditions.</p> <p><input type="checkbox"/> I Agree</p>
Submitting Architect's Name *	
Is the submitting architect an AIA Member *	<p><input type="checkbox"/> Yes (<i>If yes you will be required to provide their AIA Member ID</i>)</p> <p><input type="checkbox"/> No</p>



Member ID #	
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Unpaid Labor Declaration

<p>All Firms Approval Page *</p>	<ul style="list-style-type: none"> • If you cannot answer 'Yes' to the <i>Unpaid Labor Declaration Policy</i>, you are not eligible to submit for this award - please contact HonorsAwards@aia.org should you have any questions concerning our Unpaid Labor Declaration policy • If you cannot answer 'Yes' to the <i>Submission Approval Statement</i>, please contact the Submitting Architect to agree on a suitable resolution for proper credit <p>The Entrant and all architecture firms involved in the project agree that the information and/or materials being submitted are complete and accurate.</p> <p>Please list your firm name as the submitting architect associated with this project and respond to the statements below.</p>
<p>Unpaid Labor Declaration *</p>	<ul style="list-style-type: none"> <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 part or in whole. I acknowledge this wording shall cover all person 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. <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 and Achievement Awards (if I am a candidate for any of those awards). <input type="checkbox"/> I acknowledge adherence to the terms of this Policy.



<p>Code of Ethics and Professional Conduct *</p>	<p>The AIA Stands for universal respect for human dignity and the unbiased treatment of all persons in employments, civic, and business transactions regardless of race, gender, sexual orientation, gender identity, physical abilities, or religious practices.</p> <p><input type="checkbox"/> I affirm that I uphold this value in all my business practices and in all my activities and conduct relating to the AIA.</p>
<p>Code of Ethics and Professional Conduct Continued *</p>	<p>In addition, the Rules of Conduct of the AIA Code of Ethics and Professional Conduct are mandatory for all AIA members and enforceable by the National Ethics Council.</p> <p><i>Rule 1.401 – Members [and applicants to this award] shall not engage in harassment or discrimination in their professional activities on the basis of race, religion, national origin, age, disability, caregiver status, gender, gender identity, or sexual orientation.</i></p> <p><i>Rule 1.402 – Members [and applicants to this award] shall not engage in conduct involving wanton disregard of the rights of others.</i></p> <p><i>Rule 2.101 – Members [and applicants to this award] shall not, in the conduct of their professional practice, knowingly violate the law.</i></p> <p><i>Rule 2.104 – Members [and applicants to this award] shall not engage in conduct involving fraud.</i></p> <p><input type="checkbox"/> I affirm that, throughout the course of my AIA membership [if you are not a member, this still applies for the sake of this application], I have consistently abided by the standards set by Rules 1.401, 1.402, 2.101 and 2.104 of the 2018 AIA Code of Ethics and have not engaged in conduct that may have violated the standards stated there.</p> <p><input type="checkbox"/> I understand and agree that the AIA may take any action it finds appropriate (including the withdrawal of any honor or award) if any affirmation I have made is false, misleading, or deceptive, or for any other reason the AIA may in its sole discretion determine is appropriate.</p>



<p>Add additional architecture firm(s)? *</p>	<p>Any additional architectural firms involved with the project must complete the Unpaid Labor Declaration and approve of this submission.</p> <p>Please list any architecture firm name associated with the project and provide a contact within the firm to respond to the Unpaid Labor Declaration and approve of this submittal.</p> <p><input type="checkbox"/> Yes (<i>opens additional space to provide additional firm details</i>)</p> <p><input type="checkbox"/> No</p>
<p>Architecture Firm Name #2 *</p>	
<p>Contact Person #2 *</p>	<p>Full Name</p>
	<p>Email</p>
<p>Add another firm? *</p>	<p><input type="checkbox"/> Yes (<i>opens additional space to provide additional firm details</i>)</p> <p><input type="checkbox"/> No</p>
<p>Background Checks*</p>	<p>The AIA reserves the right to conduct a background check of the recipients of AIA Honors and Awards:</p> <p><input type="checkbox"/> I understand any 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>

Collaborative Acknowledgements

	<p>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. (It is the policy of the AIA to list <u>only firm names, not individuals.</u>)</p>
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	<p>The submitting architect must accurately and completely list all other parties including, but not limited to, Engineers, Interior Designers, Landscape Architects, Planners, and Programmers who were part of the project team, as well as the developer and Client/Owner (which may be an individual).</p>
<p>Client/Owner Name *</p>	
<p>Confidential? *</p>	<p>Would the client/owner like to remain anonymous?</p> <ul style="list-style-type: none"> <input type="checkbox"/> No, the client/owner information may be used in accordance with AIA Policy. <input type="checkbox"/> Yes, the client/owner information is CONFIDENTIAL – NOT FOR PUBLICATION
<p>Client Authorization</p>	<p>Client authorization must be received by AIA to avoid disqualification. A separate email will be sent to your client in order to receive approval to enter this project into the AIA Interior Architecture Award. This form must be received by the deadline to avoid disqualification.</p>
<p>Client/Owner Phone # *</p>	
<p>Client/Owner Address *</p>	<p>Street Address</p>
	<p>Line 2</p>
	<p>City</p>
	<p>Country</p>
	<p>State / Province</p>
<p>Zip / Postal Code</p>	



Project Team	<p>List all Engineers, Interior Designers, Landscape Architects, etc. who were part of the project team.</p> <p>Format as 'Type of Service: Firm Name' for example:</p> <p>Associate Architect: Firm Name Consultant: Firm Name; Firm Name Engineer - Civil: Firm Name Engineer - MEP: Firm Name Engineer - Structural: Firm Name; Firm Name General Contractor: Firm Name Landscape Architect: Firm Name</p>
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Copyright Information

Greater Rights	<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,</p>
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	<p>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 the AIA’s slide rental program and any similar programs in 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. <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 and understands that all work on this submission should cease until they have secured these rights. <input type="checkbox"/> Entrant has secured greater rights to copyrighted material.
<p>Copyright Credit and Contact Information *</p>	<p>Typically, credit refers to who took the photograph. Contact information should be for the person who owns the Copyright Credit.</p>
<p>Copyright Notice and Contact Information *</p>	<p>Typically, copyright notice refers to who owns the rights to the images. Contact information should be for the person who owns the copyright notice.</p>



Copyrighted Work *	List Copyrighted work (e.g. text, brochures, drawings, photographs, graphics, plans, slides, books, transparencies, or other copyrightable material) including copyright owner information. Type 'none' if this does not apply to your submission.
Permissions and Indemnification *	<p>By submitting this Copyright Permission Form for Textual and Visual Works, I represent that I have obtained all permissions that I believe are necessary to grant the limited rights granted by this Form and that the use or reproduction of the Work by 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. I AGREE TO INDEMNIFY AND HOLD HARMLESS AIA FROM AND AGAINST ALL CLAIMS OR DAMAGES ARISING OUT OF ANY BREACH OF THESE REPRESENTATIONS. AIA AGREES TO INDEMNIFY ME AND HOLD ME HARMLESS FROM AND AGAINST ALL CLAIMS OR DAMAGES ARISING OUT OF ITS USE OF THE WORK.</p> <p>By entering your name below, you acknowledge all the information above is correct.</p>
Copyright Image Page *	<p>Please provide a .pdf document showing the appropriate copyright credits to be identified with all images being uploaded for the Jury. This pdf MUST have a thumbnail of the image with the copyright credits of the photographer and also a caption of each photo. (See example).</p> <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 this 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> <p>Upload</p>



<p>Copyright Information File *</p>	<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>		
<p>Announcement Image #1 *</p>	<p>Should your project be selected as a recipient please provide five images from your submission to be used for the announcement and upload below as a .jpg file 3200 pixels wide by 1800 pixels tall and a minimum of 72 dpi. Photo must include caption as included in the Copyright Image PDF above. Photos that do not meet this requirement will not be displayed.</p> <p>Upload</p> <table border="1" data-bbox="516 1747 1414 1850"><tr><td data-bbox="516 1747 1414 1822"><p>Photo Credit</p></td></tr><tr><td data-bbox="516 1822 1414 1850"><p>Caption</p></td></tr></table>	<p>Photo Credit</p>	<p>Caption</p>
<p>Photo Credit</p>			
<p>Caption</p>			



	<input type="text"/>
Announcement Image #2 *	<p>.jpg file 3200 pixels wide by 1800 pixels tall and a minimum of 72 dpi. Photo must include caption as included in the Copyright Image PDF above. Photos that do not meet this requirement will not be displayed.</p> <p>Upload</p> <input type="text" value="Photo Credit"/> <input type="text" value="Caption"/>
Announcement Image #3 *	<p>.jpg file 3200 pixels wide by 1800 pixels tall and a minimum of 72 dpi. Photo must include caption as included in the Copyright Image PDF above. Photos that do not meet this requirement will not be displayed.</p> <p>Upload</p> <input type="text" value="Photo Credit"/> <input type="text" value="Caption"/>
Announcement Image #4 *	<p>.jpg file 3200 pixels wide by 1800 pixels tall and a minimum of 72 dpi. Photo must include caption as included in the Copyright Image PDF above. Photos that do not meet this requirement will not be displayed.</p> <p>Upload</p> <input type="text" value="Photo Credit"/> <input type="text" value="Caption"/>



	<input type="text"/>
<p>Announcement Image #5 *</p>	<p>.jpg file 3200 pixels wide by 1800 pixels tall and a minimum of 72 dpi. Photo must include caption as included in the Copyright Image PDF above. Photos that do not meet this requirement will not be displayed.</p> <p>Upload</p> <div style="border: 1px solid black; padding: 2px; margin-top: 10px;"> <p>Photo Credit</p> </div> <div style="border: 1px solid black; padding: 2px; margin-top: 5px;"> <p>Caption</p> </div>

Project Information

<p>Construction Cost *</p>	<p>Please list the construction cost in whole dollars. This amount is not to include soft costs.</p>
<p>Cost/SF*</p>	<p>Please list the cost per square foot in whole dollars.</p>
<p>Cost Confidentiality*</p>	<p>Is the cost to remain confidential?</p>
<p>Completion Date *</p>	
<p>Daily Average Occupancy</p>	<p>What is the average daily occupancy? Please mark NA if not applicable.</p>



Project Statement *	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.
2030 Commitment	Is your firm a signatory of the AIA 2030 Commitment?
2030 Reporting	If yes, did your firm report in 2018?
Community Engagement Level	Select one: <ul style="list-style-type: none">- Community was not engaged- Community was engaged- Ideas from community were incorporated
Energy Performance	Was energy performance considered when designing this project?
Primary Structural System	What is the primary structural system of this project? <ul style="list-style-type: none">- Concrete- Steel- Heavy Timber- Wood Frame- Mix



	- Other
Materials Selection #1	Was local and/or recycled a consideration for materials selection?
Materials Selection #2	Was a “Chemicals of Concerns” list used to inform material selection for the project?
Sustainability Narrative	If applicable, describe how sustainable design and building performance strategies are integrated within the project’s overall design goals. Max: 200 words

Framework for Design Excellence

Project Address *	Street Address
	Line 2
	City
	Country



	State / Province
	Zip / Postal Code
Completion Date *	
Project area	What is the gross conditioned floor area (sq. ft.) of the project? <express as sq. ft.>
Project use/type	<p>What is the primary use type of the project?</p> <ul style="list-style-type: none"> • Bank/Financial Institution • Courthouse • Data Center • Education - College/University (campus-level) • Education - General • Education - K-12 School • Food Sales - Convenience Store (w/ or w/out gas station) • Food Sales - General • Food Sales - Supermarket/Grocery • Food Service - Fast Food • Food Service - General • Food Service - Restaurant/Cafeteria • Health Care - Clinic • Health Care - Hospital Inpatient • Health Care - Medical Office • Health Care - Nursing/Assisted Living • Health Care - Outpatient - General • Laboratory - recommend use of Labs21 • Lodging - General • Lodging - Hotel/Motel • Lodging - Residence Hall/Dormitory • Mixed-Use • Office - Small (< 10,000 sf) • Office - Medium (< 100,000 sf) • Office - Large • Other



	<ul style="list-style-type: none"> • Parking • Public Assembly - Entertainment/Culture • Public Assembly - General • Public Assembly - Library • Public Assembly - Recreation • Public Assembly - Social/Meeting • Public Safety - Fire/Police Station • Public Safety - General • Religious Worship • Residential - Mobile Homes • Residential - Multi-Family, 2 to 4 units • Residential - Multi-Family, 5 or more units • Residential - Single-Family Attached • Residential - Single-Family Detached • Residential - Mid-Rise/HIgh-Rise • Retail - Mall • Retail - Non-mall, Vehicle Dealerships, misc. • Retail Store • Service (vehicle repair/service, postal service) • Storage - Distribution/Shipping Center • Storage - General • Storage - Non-refrigerated warehouse • Storage - Refrigerated warehouse • Warehouse - Self-storage <p>Which of the following best describes your project site?</p> <ul style="list-style-type: none"> • Brownfield • Not previously developed • Previously developed
<p>Project Overview *</p>	<p>Please describe your project emphasizing elements of design achievement including project intentions, programming requirements, cost data.</p> <p>Word Limit: 500</p>
<p>Project History *</p>	<p>Provide a timeline, and summary on how the project came to be including the client's perspective from the start and what impact the project has made on the clients and the community.</p> <p>Word Limit: 500</p>



<p>Framework for Design Excellence Overview</p>	<p>In 2019, the AIA adopted the Framework for Design Excellence as the set of guidelines and requirements to assess project performance. Climate change requires a holistic approach, addressing the interdependencies among people, buildings, infrastructure, and the environment. The Framework for Design Excellence provides the elements that support this vision during project evaluation. While projects submitted do not need to address all the measures included in the framework, they need to highlight how they perform in this context and highlight relevant narratives and metrics when applicable.</p> <p>In the following sections, please provide narratives and relevant metrics to the specific measures that apply to your submission. Add N/A when not applicable or when information is not available, where relevant explain why this is the case. Submitters are expected to provide as much accurate data as possible.</p>
<p>Framework for Design Excellence Summary</p>	<p>In the space below, provide an overview of the submission as it relates to the Framework for Design Excellence.</p> <p>Word Limit: 500</p>
<p>Framework for Design Excellence: Designing for Integration</p>	<p>Focus topics</p> <ul style="list-style-type: none">• central design concept• beauty and delight• integrated process <p>What is the big idea behind this project—and how did the approach toward sustainability inform the design concept? Provide an overview of the project, program, and any unique challenges and opportunities.</p> <p>Word Limit: 200</p>



<p>Framework for Design Excellence: Designing for Equitable Communities</p>	<p>Focus topics</p> <ul style="list-style-type: none">• walkability/human scale/alternative transportation (walk score)• community engagement and buy-in• social equity <p>Indicate the overall character of the community engagement in the design process:</p> <ul style="list-style-type: none">• No community engagement practices were applied for this project• Inform: Potential Stakeholders were informed about the project• Consult: Stakeholders were provided with opportunities to provide input at pre-designed points in the process• Involve: Stakeholders were involved throughout most of the process• Collaborate: A partnership is formed with stakeholders to share in the decision-making process including development of alternatives and identification of the preferred solution <p>How community members, inside and outside the building, benefit from the project. How does this project contribute to creating a walkable, human-scaled community inside and outside the property lines? How were community members engaged during the design and development process? How does the project promote social equity at local, regional, and global scales?</p> <p>Word Limit: 200</p>
<p>Framework for Design Excellence: Designing for Ecology</p>	<p>Focus topics</p> <ul style="list-style-type: none">• landscaping/habitat/biodiversity• dark skies• bird-friendly design• site acoustics



	<p>Vegetation</p> <p>What percent of total site area supported vegetation pre-development? <express as a %></p> <p>What percent of total site area supports vegetation (landscape or green roof) post-development? <express as a %></p> <p>What percent of landscaped area is covered by native or climate-appropriate plants supporting native or migratory animals? <express as a %></p> <p>Describe the larger or regional ecosystem (climate, soils, plant and animal systems) in which the project is sited. In what ways does the design respond to the ecology of this place? How does the design help users become more aware of or connected with place and regional ecosystems? How does the design minimize negative impacts on birds and other animals (e.g., design to prevent bird collisions, dark-sky compliant lighting)? How does the project contribute to biodiversity and the preservation or restoration of habitats and ecosystem services? Word Limit: 200</p>
<p>Framework for Design Excellence: Designing for Water</p>	<p>Focus topics</p> <ul style="list-style-type: none">• indoor water efficiency• outdoor water use reduction• process water reuse• capture/reuse of greywater and/or blackwater• rainwater/stormwater use and management• Net Zero Water Building (nzw) <p>Stormwater management</p> <p>What percent of stormwater is managed on-site? <express as a %></p>



	<p>How does the project use water wisely and handle rainfall responsibly? Sustainable design conserves and improves the quality of water as a precious resource. Illustrate how various water streams flow through the building and site, including major water conservation and stormwater management strategies. How does the project relate to the regional watershed? Describe strategies to reduce reliance on municipal water sources. Does the project recapture or reuse water? Word Limit: 200</p>
<p>Framework for Design Excellence: Designing for Economy</p>	<p>Focus topics</p> <ul style="list-style-type: none"> • building size • Material use • operational requirements • financing and incentives • community links <p>Provide examples of how first cost and life cycle cost information influenced design choices. Identify any additional first-cost investments and how they are anticipated to improve life cycle costs and longer-term economic performance. Word Limit: 200</p>
<p>Framework for Design Excellence: Designing for Energy</p>	<p>Focus topics</p> <ul style="list-style-type: none"> • energy benchmarking and goal setting • passive design features/climate responsive design • energy modeling • onsite renewables (solar, wind) • Net Zero Energy/Net Zero Carbon Building • Commissioning <p>Energy Use Intensity: What was the predicted net energy use intensity (kBtu/sf/yr) of the project, including on-site renewables (carbon offsets will not be counted)? <express as kBtu/sf/yr></p>



	<p>What is the actual net energy use intensity (kBtu/sf/yr) of the project, including on-site renewables (based on 1 year utility records)? <express as kBtu/sf/yr></p> <p>How much energy does the project use? Is any of that energy generated on-site from renewable sources, and what is the net carbon impact? How did analysis of local climate inform the design challenges and opportunities? Describe any energy challenges associated with the building type, intensity of use, or hours of operation, and how the design responds to these challenges. Describe energy-efficient design intent, including passive design strategies and active systems and technologies. How are these strategies evident in the design, not just the systems? Word Limit: 200</p>
<p>Framework for Design Excellence: Designing for Wellness</p>	<p>Focus topics</p> <ul style="list-style-type: none">• natural and artificial lighting• thermal comfort• indoor air quality• happiness• biophilia/connection to nature• acoustics• food/movement/exercise <p>Quality views What percent of regularly occupied floor area have direct views of the outdoors? <express as a %></p> <p>Describe strategies for optimizing daylight; indoor air quality; connections to the outdoors; and thermal, visual, and acoustical comfort for occupants and others inside and outside the building. How does the design promote the health of the occupants? Describe design elements intended to promote activity or exercise, access to healthy food choices, etc. Outline any material health strategies, including any materials selection criteria based on third-party chemicals of concern lists, such as Living Building Challenge Red List, EPA chemicals of</p>



	<p>concern, etc. Include key results on occupant comfort from occupant satisfaction surveys. Word Limit: 200</p>
<p>Framework for Design Excellence: Designing for Resources</p>	<p>Focus topics</p> <ul style="list-style-type: none"> • safer material selection • material sourcing • embodied carbon • construction waste diversion <p>What is the estimated carbon emissions (metric ton CO₂) associated with building construction, including the extraction and manufacturing of materials used in construction? <express as MT CO₂></p> <p>Sustainable design includes the informed selection of materials and products to reduce product-cycle environmental impacts while enhancing building performance. Describe efforts to optimize the amount of material used on the project. Outline materials selection criteria and considerations, such as enhancing durability and maintenance and reducing the environmental impacts of extraction, manufacturing, and transportation. Identify any special steps taken during design to make disassembly or reuse easier at the building's end of life. What other factors helped drive decision-making around material selection on this project? Word Limit: 200</p>
<p>Framework for Design Excellence: Designing for Change</p>	<p>Focus topics</p> <ul style="list-style-type: none"> • flexibility and future adaptability • risk assessment • resilience • passive survivability <p>Existing buildings/adaptive reuse</p>



	<p>What percentage of floor area, if any, represents adapting existing buildings? <express as %></p> <p>Service life What is the estimated service life of the project? <express as years></p> <p>Survivability Which of the following best describes the projects' ability to survive without utility power? (select one)</p> <ul style="list-style-type: none"> • Not habitable without power • Passive survivability • Partial back-up power • Full back-up power <p>Reuse, adaptability, and resilience are essential to sustainable design, which seeks to maintain and enhance usability, functionality, and value over time. Describe how the project is designed to facilitate adaptation for other uses and/or how an existing building was repurposed. What other uses could this building easily accommodate in 50 to 100 years? In what ways did the design process consider climate change over the life of the building? Describe the project's resilience measures: How does the design anticipate restoring or adapting function in the face of stress or shock, such as natural disasters, blackouts, etc.? How does the project address passive survivability (providing habitable conditions in case of the loss of utility power)? Word Limit: 200</p>
<p>Framework for Design Excellence: Designing for Discovery</p>	<p>Focus topics</p> <ul style="list-style-type: none"> • post-occupancy evaluation and engagement • relationships/graphic signage/training • knowledge sharing and lessons learned • discovery that influences behavior <p>Has a post-occupancy evaluation been conducted?</p> <ul style="list-style-type: none"> • Yes



	<ul style="list-style-type: none">• No, but a POE will be conducted• No, and a POE will not be conducted <p>Has the building performed in ways that matched expectations during design? Post-occupancy evaluation can include monitoring thermal and daylight conditions, and energy and water consumption; surveys of occupant comfort; and studies of how the building is actually occupied and used. What lessons for better design have been learned through the process of project design, construction, and occupancy, and how have these been incorporated in subsequent projects? Describe ways the lessons have been shared with a larger audience (publications, lectures, etc.) and how the project may have influenced industry practices. Describe the processes used to maintain long-term relationships between the design team and those occupying and operating the building; identify how both the users and designers benefited.</p> <p>Word Limit: 200</p>
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Upload Materials for Jury Review

Upload Materials for Jury Review	<p>Slides:</p> <p>Submissions may not exceed 20MB and must include no more than ten (10) slides arranged in the order you wish them viewed. Submissions with more than 10 slides will be immediately disqualified. A composition of drawings, images, and other illustrations may constitute one (1) slide given that said composition complies with all other submission requirements.</p> <ul style="list-style-type: none">• Documentation to describe the project context, special considerations, and innovative design.• Site Plan, Floor Plan(s), Sections and Elevations as appropriate to project type including North arrow and graphic scale.
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	<ul style="list-style-type: none"> Slide Format: Slides are to be submitted in a single bound PDF file (no more than 10 slide pages). PDF files are to be high quality. Each slide is to be no larger than 1600 x 1200 pixels at 300dpi. <p>Submission Suggestions Hints for Success</p> <ul style="list-style-type: none"> Jurors desire to see project context – how it fits into the environment or surroundings. At least one photo should show the project’s relationship to its surroundings. Site plans, floor plans, elevations, and sections should be used when appropriate to help describe the project. Jury members will be instructed to pay close attention to submissions that clearly present innovative design strategies that capitalize on project constraints or limitations. Additionally, jurors will want to see either an unusual approach to a common problem, or a straightforward solution masterfully executed. Photography should be of good quality and communicate the project well. Professional photography is not required. Presentation is important. Organize your entry into a coherent presentation. Although compositions of drawings and images are permitted, simple layouts, and single images often prove most effective. Information should not be too small or illegible. Use direct, simple language for description. Avoid Archi-speak. Emphasize one or two strong points about the project. Include a single sentence anecdote of description that helps the jury remember your submission. Sometimes it may be better to enter a single object from a project rather than the project in its entirety. You may enter different objects from the same project individually. <p>The submission process must be completed prior to 5:00 p.m. Eastern Time, November 9, 2023. Please allow time for uploading your submission materials – no exceptions to the deadline will be made.</p>
Select File *	Upload
Ready to Submit *	<input type="checkbox"/> I verify all the information associated with this entry is accurate and am ready to submit.



	<ul style="list-style-type: none"><input type="checkbox"/> I understand once the submission is completed no further edits may be made<input type="checkbox"/> I understand that by clicking this box, all fees are non-refundable. It is my responsibility to ensure that all forms are complete by the deadline including the Code of Ethics/Unpaid Labor Declaration and the Client Authorization and if I am disqualified for having incomplete forms, there are no refunds.
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