



AIA
Colorado

AIA Colorado 2019 Design Awards – Submission Instructions

Objective

The AIA Colorado Annual Design Awards honor the outstanding work of AIA Colorado members and their firms, reinforce the value of great architecture and highlight members' contributions to positive change.

Award Recognitions

AIA Colorado members may receive recognition for their project submittals both locally and statewide. Eligible structures/buildings **must be** designed by an AIA Colorado member architect/firm within the last five years, but projects can be any project type, any size and do not have to be located within Colorado.

Local Recognition:

The jury will first award member projects by geographic location. Local recognition awards include the following four options, based on where the firm is located, and may be given in each project category:

- AIA Colorado - North Award of Distinction
- AIA Colorado - South Award of Distinction
- AIA Colorado - West Award of Distinction
- AIA Colorado - Denver Award of Distinction

The number of local recognition awards given in each of the four locations, and in each project category, is at the discretion of the jury. It is possible that none or multiple awards may be given.

Statewide Recognition:

Each of the local recognition award recipients will advance for further consideration to receive an *2019 AIA Colorado Design Award*. If a project received a local award between 2014 and 2018, but did not previously win a statewide award, the AIA Colorado member architect/firm can resubmit their project for consideration as an *AIA Colorado 2019 Design Award recipient*.

Award Levels

Award levels are reserved for 2019 AIA Colorado Design Award recipients. The jury may designate eligible projects in one of the following levels.

Award of Excellence: This is the highest possible honor, which recognizes projects that exemplify excellence of architectural design on all levels and exemplify the highest standards to which AIA members aspire. **Unanimous approval by the jurors is required for this award.**

Award of Merit: Granted to projects which display a high standard of architectural quality and design, as deemed unanimously or by a consensus of jury members.

Honorable Mention: Honors notable achievements in one or more aspects of the project, as deemed unanimously or by a consensus of jury members.

Not every project will be eligible for recognition in one of these levels. Local recognition award recipients who do not receive a statewide award will still be recognized with one of the four local Awards of Distinction.

Entry Fees and Deadlines

The submission fee is \$250 per entry.

Local award recipients between the years 2014 and 2018 that did not receive statewide recognition, may resubmit for consideration for the AIA Colorado 2019 Design Award for \$150.

Refunds will not be issued for entries that are disqualified, withdrawn, incomplete or late. The submission deadline will be strictly observed; no exceptions will be made.

Online Submission Process Opens: Wednesday, April 17, 2019

Submission Deadline: Monday, June 3, 2019 – COB

AIA Colorado 2019 Design and Honor Awards Gala: Friday, September 13, 2019 – The Cable Center, Denver. Award recipients will be announced at the gala.

Eligibility

For projects to be considered, the following requirements must be met:

1. The project must have been completed within the last five calendar years. This means that the submitted project must have been completed on, or after, Jan. 1, 2014.
2. The work must be submitted by an AIA Colorado member firm or architect in good standing.
 - a. Submissions must include the name of individual who served as either the design architect or the architect-of-record for the project being submitted.
 - b. If a project had both a design architect and an architect-of-record, submissions **must** include the names of *both*.
 - c. Projects are only eligible to receive an award if the work was done by an AIA Colorado member whose firm is within Colorado. (The member may be either the design architect or the architect-of-record.)
 - d. Eligible projects must be designed by an AIA Colorado member/architect, but the project can be a structure of any size/type and located anywhere in the world.
 - e. Non-licensed AIA Colorado members are eligible to submit for the Unbuilt Forward project type category only. All other award categories must be designed by a licensed architect.

3. Projects that have previously received statewide recognition (the AIA Colorado Design Award) are not eligible for resubmittal. However, projects which were previously awarded a local section award between 2014 and 2018 and have not yet received a statewide AIA Colorado Design Award are eligible to submit again at a discounted price for statewide recognition.
4. Projects that have been previously submitted but did not receive any award in prior years, and still meet the five-year eligibility requirement, may be resubmitted starting at the local level.
5. There is no limit to the number of submissions per eligible architect member or firm. You may enter as many projects as you wish that meet the eligibility criteria.

Judging and Evaluation Criteria

The 2019 AIA Colorado Design Awards celebrate design excellence regardless of budget, size, style, or type, and recognizes the range of outstanding work by AIA Colorado architects and their positive impacts to our communities.

The jury evaluates entries based on how successfully projects have met their individual requirements while clearly conveying the project's vision. Entries are judged individually—not in competition with each other.

Jurors will consider each submittal holistically, including but not limited to the following:

- Physical organization and form, including attention to composition and detail
- Response to program, site, geographic and/or urban context
- Innovation and originality in concept, process, materials, building systems and/or implementation
- Demonstration of exemplary environmental and/or social awareness

Project Categories

Entrants are instructed to select from **one** of the following categories that *best represents their submission*. A project may not be entered in more than one category. Categories are to be used solely to facilitate the submission and judging processes. **There is no obligation for the jury to recognize awards within each project category, and there is no maximum or required minimum to the number of projects that may be recognized within any category.**

- **New Construction:** Recognizes new construction projects, classified by two size categories:
 - Under 15,000 SF
 - Over 15,000 SF
- **Renovation:** Recognizes renovation, rehabilitation, adaptive reuse and preservation projects, classified by two size categories:
 - Under 15,000 SF
 - Over 15,000 SF
- **Interior Architecture:** Recognizes interior architecture projects designed by a licensed architect.

- **Unbuilt Forward***: Recognizes architectural design for projects that may never be realized but address relevant social, cultural and environmental challenges, as well as technological innovations that drive the architecture profession into the future.
**Submitters do not have to be licensed architects, but they must still be AIA Colorado Members.*

- **Architectural Detail**: Recognizes an instance in which the details of a project are executed in an artful way, celebrating the relationship between architecture and craft through a particular material, detail or technology. To be eligible for an award in this category the project must be realized/built.

A detail from a project submitted for recognition in either the new construction and/or renovation categories can be submitted in this category as well, as long as the submission differs from the new construction or renovation submission and clearly highlights a specific detail.

- **Regional Design and Planning***: Recognizes urban design projects, planning programs, civic improvements, campus plans, regional plans, environmental programs or redevelopment projects that are not individual buildings. Individual buildings may be submitted in an applicable category above. Projects in this category may be either built or in the process of being realized.
**Acknowledging the increasingly interdisciplinary nature of our profession, a project in this category may have been led by multiple disciplines. In order to be eligible for this project category, a key member of the design team must have been an AIA Colorado member.*

Submission Application Details

All submissions are to be completed online through the AIA Colorado Design Awards portal. Submissions that do not follow instructions and/or submission requirements may be disqualified and will not receive any refund of entry fees.

Step One:

To begin your submission, you must first complete payment online. [Click here](#) to register your project and complete payment. You will then receive an email with a link to the submission portal.

Step Two:

Once your project has successfully been registered you will create a user login and click “Submit Project” to begin the submission process.

See below the information you will be asked to submit via the online application.

1. Submission Details:

- a. Submitter Contact Information
- b. Project Title
- c. Project Category
- d. The award that you are submitting for. If you have previously received a local award (between the years 2014 – 2018) and you are submitting for an AIA

Colorado 2019 Design Award, select “Statewide Recognition.” Otherwise, select the region that the AIA Colorado member architect-of-record or design architect for the project resides in.

2. **AIA Colorado Member –**

Provide the name, AIA Member number and contact information for the AIA Colorado member that was the architect-of-record or design architect for the project and has authorized this submission. This information is **for staff use only** to verify member status/eligibility and is not seen by the jury.

3. **Project Details:**

This information will not be shared with the jury but may be used for publication purposes after the jury deliberation.

- a. Project Name
- b. Owner/Developer/Client
- c. Project Location
- d. Architect-of-Record
- e. Architect-of-Record’s Firm
- f. Design Architect
- g. Design Architect’s Firm
- h. Additional Firms to be Credited*
- i. Any other parties that contributed to the project (contractor, landscape architect, etc.)
- j. The name of the photographer for each image used in this submission

When one architect is not the sole author, **all other participants contributing substantially to the design of the project must be given credit as part of the submission, regardless of professional discipline. AIA Colorado reserves the right to recognize additional project contributors that may not have been listed in celebration and promotion of the Design Awards.*

4. **Project Photos for AIA Colorado Communications and Marketing:**

Five high-resolution photos, with proper credit, to be used at the awards gala, on AIA Colorado’s website and/or in other AIA Colorado communications and marketing.

5. **Project Submittal for Jury Review*** (PDF - 16 pages maximum, full bleed, 11x17 aspect ratio)

Anonymity is a must. **Firm and personnel names are not to be visible on any of the pages or file names. Failure to follow these instructions will result in disqualification.*

a. **Project Data:** (Page 1 of PDF submittal)

This information must be presented in the first page of your digital submittal binder and must provide the following details in the order listed below:

Total word count = Maximum 500 in bullet or paragraph form.

Font size minimum 10 point.

- i. Name of project
- ii. Type of project
- iii. Program summary (250 words or less)
- iv. Project completion date
- v. Project location

- b. **Project Narrative:** (Page 2 of PDF submittal) A one-page written description of the project to include project synopsis of the design achievements. Verifiable client testimonies encouraged.
Total word count = Maximum 500 in bullet or paragraph form.
Font size minimum 10 point.
 - c. **Supporting Images including photographs, drawings, diagrams, floor plans:** (Pages 3 – 16 maximum of PDF submittal) These pages are meant to graphically represent the project to the jury. Pages may include photographs, diagrams, site plans, sections, elevations or other illustrative drawings. Renovations and additions should consider graphics and other images to distinguish between the initial circumstance and the final product; and highlight re-use or adaptation of the building.
6. **Online Verification Form:** The entrant will be required to agree to the following items:
- a. *Project Data Verification (AIA Colorado Staff use only):* By completing this online submission and the accompanying digital PDF project submittal to the jury, the submitter certifies that all information that he/she has provided is complete and accurate. Any errors or omissions are the responsibility of the entrant. The entrant also agrees to hold harmless AIA Colorado for any and all damage arising out of its use of information contained in this submittal.
 - b. *Attribution:* Entrants must be AIA members of the AIA Colorado component residing in Colorado and in good standing as licensed professional architects with the State of Colorado, who have served as either the Design Architect or the Architect-of-Record for the project submitted. Furthermore, all other participants contributing substantially to the design of the project must be given credit as part of the submission, regardless of professional discipline. Should an entrant receive an award for a project that is later determined to have been substantially completed by a design professional not belonging to AIA Colorado, or proper credit to additional design firms has not been given, that award is subject to repeal.
 - c. *Declaration Policy:* The entrant and/or submitting firm does not utilize, employ, or otherwise engage labor that is unpaid, including working students. The candidate acknowledges this wording shall cover all persons working under their employ, regardless of position or title. Exceptions recognized by Federal law (such as legally defined internships or educational cooperative programs) are exempt from this Policy.
This entrant further acknowledges that they have not utilized any unpaid labor as defined above for a minimum of five (5) years prior to the application deadline.
 - d. *Owner Release:* Each entrant must verify that permission has been obtained from the Owner/Client. Additionally, the entrant grants permission to AIA Colorado to use the submitted material for editorial and professional education purposes through various channels including in scheduled gala awards presentation, printed materials, website listings and audiovisual presentations.
 - e. *Photographer Release:* The entrant has obtained permission from the photographer to include submitted images in the application.
 - f. *Photograph Release:* The entrant understands that the submission photos may be used, with proper credit, on AIA Colorado's website and/or in other AIA Colorado communications and marketing.