

2017 DESIGN AWARDS SUBMISSION CRITERIA & CHECKLIST

AIA North Carolina Design Awards Submissions will be accepted in an **entirely digital format, via an online form, accompanied by a digital upload of your images.**

Please follow the directions for submission outlined in this document. If you have questions regarding your submission, contact Keri Dixon, at the AIA NC Office: (919) 833-6656 ; or by email: kdixon@aianc.org.

Design Awards Entry Checklist

Your entry should include:

ONE Online Form, including the following:

- Concealed Identification Data
- Design Awards Descriptive Data
- Tower Award Descriptive Data (if applicable).
- COTE Award Descriptive Data (if applicable).

ONE Digital Upload, including:

- 12 high-resolution (8.5x11, 300dpi) JPEG images – one for each of the views, photographs, drawings, or diagrams you wish to present. Images will be labeled with your project title and order number, and
- A high-resolution (8.5x11, 300dpi) JPEG “Project Title- Public Display Image”.

Entry Fee: \$185 for Members/ \$220 for Non-Members for entries purchased on or before June 30, 2017; \$235 for members/ \$270 for Non-Members for entries purchased between July 1 and July 18, 2017.

Submission Deadline: July 21, 2017

Event: Design Awards Gala

September 15, 2017

USS North Carolina Battleship

1 Battleship Rd NE, Wilmington, NC 28401

Submit to: AIA North Carolina, 14 East Peace Street, Raleigh, NC 27604.

Contact: Keri Dixon, Director of Communications: kdixon@aianc.org

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Detailed Entry Instructions

2017 Design Awards Eligibility

For AIA NC Members

All entries, built or un-built, must be **commissioned building projects designed by members of the North Carolina Chapter of the AIA**. The projects may be located anywhere in the United States or abroad. **Built projects must have been completed within the past 10 years. Un-built projects must be fully commissioned with a scheduled construction start date**

For Non-AIA NC Members

All entries, built or un-built, must be **commissioned building projects designed by an architect licensed in North Carolina, and the projects must be located in North Carolina**. Built projects must have been completed within the past 10 years. Un-built projects must be fully commissioned with a scheduled construction start date.

Residential projects will not be eligible for entry into the AIA NC Design Awards. Residential projects must be entered into the AIA NC Residential Design Awards. This is a separate entry located on the AIA NC website (www.aiancawards.org). Residential projects entered here will automatically be moved into the Residential Awards program.

Projects that have previously received an AIA North Carolina Design award are not eligible for entry for another AIA North Carolina Design Award BUT ARE eligible to enter for a Tower or COTE award. Previous Tower and COTE Award winners may submit for Design Awards, but will not be eligible to resubmit for a COTE or Tower award.

All projects will be judged on the basis of their architectural excellence. The jury will determine the final number of awards and whether to confer honor or merit awards.

Digital Entry Submission

I. Online Submission Requirements:

Submit these steps for each entry:

- **Fill out one online form:** You will register your firm in our Design Awards System. *(If you have registered for awards in the past, you can log in and resubmit any eligible project for an AIA NC award. You will have the option to update any of the information you previously submitted.)* After you have registered your firm, you may submit your project's information into the "Registration Round." You will then have until July 18,

2017 to submit your information into the "Submission Round." In the submission round you will submit your Concealed Id, Descriptive Data, Digital Images and Photo Release Form. You will also have a chance to submit for the AIA NC Tower Award and the AIANC COTE Award in this process.

- A Digital Upload

- You will upload up to 12 Digital Images and one "Public Display Image" during the "Submission Round" process.

- Image Size: 8.5" x 11"

- Resolution: 300dpi

IMPORTANT entry notes:

- Please be certain that digital images are uploaded in the order to be viewed during judging (**Jurors will hear the 100 word "Short Description" while viewing your images.**)

We will not be requiring you to mail in a photo for your submission this year. Instead, you will be asked, in the photo upload process, which image you would like to have as your "Jury Photo." We will use this image as a reference to your project during the jurying process.

All submission requirements must be received by the AIA North Carolina Office by **July 21, 2017. Entry Fees are non-refundable.**

Descriptive Data

The online form will contain both the Concealed ID and Descriptive Data Sheet. The format provided must be used without the addition of any photographs, drawings, lines, or color.

The "Short Description of Project" should be 100 words or less and will be read aloud while the jury views electronic images during the first phase of the jury process and later used for publication of the winners.

Following the short description will be the "Architect's Statement Concerning Design Program and Solution" and "Type of Construction." This information may be used in subsequent jurying rounds.

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Awards

There will be two categories of Design Awards to be called "Honor Award" and "Merit Award". These awards will be granted regardless of entry category – the categories will simply be used to view projects of a similar type comprehensively.

A Historic Preservation award, called the **AIANC Tower Award** as well as a sustainability awards called the **AIANC COTE Award** will also be given. Visit www.aiancawards.org for criteria.

Entrants must select and fill out these additional awards categories for submission on the online form.

Awards will be presented at the awards Gala, **September 15, 2017**, at the USS North Carolina Battleship in Wilmington NC. **Please have a representative from the firm attend to accept the award. Winners will receive three certificates, one for the architect, one for the owner and one for the contractor. *Additional certificates will be at the expense of the award recipient.***

Publication

AIA North Carolina intends to publish the entries receiving awards. Therefore, it is essential that drawings and photographs not be restricted against publication. It is the entrant's responsibility to clear all drawings and photographs for release. A form will be provided to you to secure the necessary permission.

With the digital image submission, please include a separate JPEG of one public display image. This can be a photograph or a collection of images that best represents the project and will be used for publicity. You **may** include your firm name on this image.