



AIA TRIANGLE
DESIGN AWARDS

**2018 DESIGN AWARDS
SUBMISSION CRITERIA & CHECKLIST**

AIA Triangle 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 the online submission process, contact Keri Dixon, Director of Communications, at the AIANC 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.

ONE Digital Upload, including the following:

- 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 entry number and order number, and
- 1 high-resolution (8.5x11, 300dpi) JPEG “Public Display Image”.

Entry Fee: \$185 for entries purchased on or before February 12, 2018
\$235 for entries purchased from February 13 through February 19, 2018.

Submission Deadline: February 19, 2018, by midnight

Detailed Entry Instructions

2018 Design Awards Eligibility

Eligible entries must be authored by a member or associate member of AIA Triangle. Entries can have any location, but the design must have been executed in an AIA Triangle member office. An entrant may enter more than one submission. Eligibility includes the following:

BUILT

Projects must have been constructed on or after January 1, 2012.

UNBUILT/COMMISSIONED

Projects include ones not yet completed but scheduled to be under construction in 2018. These entries must have been commissioned for compensation by clients with the means and intention to execute the proposed design. Unbuilt/Commissioned projects are eligible to receive Merit Awards only.

Note: Projects that have received recognition in previous AIA Triangle Design Awards programs are not eligible. However, award-winning unbuilt projects may be re-submitted as built/completed projects.

Digital Entry Submission

I. Online Submission Requirements:

Submit these steps for each entry:

- **Fill out one online form:** If you did not do so last year, you will register your firm in the Design Awards System. *(If you submitted for awards last year with AIA NC or AIA Triangle, 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 February 19, 2018 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.
- **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.**)

-Do NOT include your firm name in the file names of each photo. Use the entry number.

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 **February 19, 2018. 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 Criteria

All entries will be judged on the basis of their architectural design excellence. The AIA Triangle Design Awards program promotes excellence in design regardless of project type. Jurors will be asked to consider important issues/challenges particular to each project type. However, all entries will be judged collectively.

The jury will decide the number of awards to be given and will confer two levels of award:

Honor
Merit

Certificates for all award winning entries will be presented at the awards reception. It is important to have a representative from the winning firm present to accept the award.

Note: Award winners will NOT be notified prior to Awards Reception. Winners will receive three certificates: one for the architect, one for the owner and one for the contractor. Additional certificates will be available at the expense of the award recipient.

Exhibition / Publicity

The AIA Triangle Awards Committee intends to publish the entries receiving awards. All entries will be posted on this web site under Awards. All entries will be exhibited at the Awards Reception.

Drawings and photographs shall not be restricted against publication. It is the entrant's responsibility to clear all drawings and photographs for release by the AIA Triangle Awards Committee which will assume no responsibility for copyrights or photographic fees. The photographs for each award winning entry will be used for unrestricted newspaper, magazine, and website publicity. Credit must be given to the photographer by the entrant