

2017 AIA ALASKA DESIGN HONOR AWARDS PROGRAM INFORMATION

AIA Alaska is pleased to solicit submissions for the 2017 Design Honor Awards Program!

Please see the following for instructions, terms and requirements, deadlines, eligibility, fees and procedures:

Adjudication Considerations & Criteria

The AIA Alaska Chapter issues three (3) levels of Awards: Honor, Merit and Citation. To assess what deserves an Honor Award, AIA Alaska encourages jurors to familiarize themselves with principles of design in northern climates, as referenced from the Northern Building Design textbook, from which an excerpt is given.

Hierarchy of Awards is as follows:

1. **Honor** – Highest Tier Award Level
2. **Merit** – Second Tier Award Level
3. **Citation** – Third Tier Award Level, not required to be issued, but awarded at the jury's discretion for projects meeting unique or unusual design resolution for projects

Jury Members

Each year, AIA Alaska selects jurors from affiliate AIA Chapters to participate on a jury to review submitted projects. This year, in the attempt to allow design professionals an unburdened and bias-free opportunity to select and develop their project submittals, the 2017 jury identity and member geographic location shall remain undisclosed until Awards Banquet/ Ceremony/ Presentation at the AIA Alaska Annual State Conference October 14, 2017. Please note that jurors are not fellow peers from AIA Alaska, but are thoughtfully selected from other regional or state chapters.

Project Eligibility

Built Projects for submission must:

- ... be a built project, constructed and substantially complete within the past 5 years
- ... have been designed by members within the Alaska Chapter of AIA

Unbuilt Projects:

- AIA Alaska Members may submit unbuilt projects of any size, scope, typology and location.

For projects in which an AIA Alaska member has joint-ventured or associated with a design consultant, the Member must be the Architect-of-Record. Where responsibility for a project is shared, all participants who substantially contributed to the Work must be appropriately credited. Projects must be submitted in the name of the Architect-of-Record or in the name of the Firm in effect at the time the project was executed.

Projects that have previously been awarded an AIA Alaska Design Award (Honor, Merit or Citation) are ineligible to submit for or receive another award with AIA Alaska.

Projects that have been previously submitted but not conferred with any award may be resubmitted if still within the eligibility timeframe as noted above.

Submitting Multiple Projects

Entrants may separately submit as many projects for consideration as desired; One Application Form with corresponding and appropriate entry fee payment for the total number of projects submitted required.

Each project submitted shall receive its own unique registration number. Each project submitted shall be submitted within its own file and folder with its own Submission Entry Form.

Application & Entry Fee Deadline

Completed Application Form with Entry Fees must be received at the physical location below postmarked **by Friday, August 18, 2017 at 5:00 pm**. Only completed Applications AND Entry Fee postmarked by this deadline will receive an entry number and further information as required for submission.

Application Forms w/ Entry Fee is payable to and can be sent hard copy via Snail Mail to:

AIA ALASKA
Attn 2017 DESIGN HONOR AWARDS PROGRAM
PO Box 244141
Anchorage, AK 99524

If paying fees by credit card, the Application Form and credit card details must be [received electronically](#) **by Friday, August 18, 2017 at 5:00 pm**

Please note all times are Alaska Daylight Time

Entry Fee

A non-refundable entry fee of \$250.00 for any project wishing to receive adjudication for award must be submitted and received with completed application form.

Submittal of Documentation for Adjudication Deadline

Within three business days of receipt of Application and Entry Fee, please expect a communication to the name and email address as provided in the contact information of the Application form. Contained within this email will be:

- · Confirmation Receipt of Application and Entry Fee
- · Entry Number for tagging required submittal documentation, as required below (for purposes of keeping submissions organized and anonymous for jury review)
- · Directions and information on use of a designated FTP site for submittal documentation drop-offs
Submittals to the FTP site shall be posted to the designated FTP site by Friday, September 8, 2017 at 5:00 pm

Submittal Requirements

All required documentation shall be posted to the designated FTP site. As described above, upon receipt of Application and Entry Fee, project registration number(s) and FTP site access information will be provided.

Each File submitted/uploaded to the FTP site will be required to be named using the year, unique Entry/Tag Number designation as provided, and B or U as designated below, followed by a brief Description of Project/file contents, similar to the following:

Built Projects: 2017-XX01-B-FrontView.jpg, etc...
Unbuilt Projects: 2017-xx02-U-Drawing1.pdf, etc...

Please do not include within any file names or on any documents submitted any firm names or logos, names of any design professionals or any other proprietary information that would preclude project anonymity for adjudication purposes.

Before you submit, commit, because once you post, that's it. The file will be copied directly from the FTP site onto a safe storage and transmitted to the jury. Before posting, confirm layout, order of files/ images/drawings/ information. No exceptions will be made to allow revisions, changes, additions or deletions after initial posting.

To establish a common datum for adjudication of all submittals, entrants are required to fully submit each project as described below:

1. Project Document Submission

This year, AIA Alaska is requesting the following components for each project submission for adjudication:

- ONE MULTI-PAGE PROJECT .PDF (Portable Document File) of the project submission, inclusive of all graphic & descriptive requirements as listed below. We do not want submitted individual photos, drawings, images, etc. Please take care to assure the file name contains the Registration Number for the project, as noted above. No firm logos or design professional identifications shall be included in the graphics of the document. This file will be submitted directly to the jury; files containing professional proprietary identifications shall be disqualified. Please assure the submitted .pdf file is assembled with all the necessary text and graphic embedment as may be required to successfully view the document as intended. This document may be printed, so consider printing qualities as well as digital-viewing quality.
- ONE POWER POINT .PPT FILE containing slides of all document pages as submitted in the combined PDF entry. Please assure the power point is in the same order and layout as the project PDF file. The project entry number shall be included within the document name, as described above. The project entry number shall also be included on each slide for viewer recognition. Each power point and their slides will be combined into a single power point slide show for *Drive By Jury* viewing, as traditionally part of the Annual State Conference for attendee voting. No special slide transitions or other effects shall be included. Margin space of a given slide shall be black.

2. Document File Requirements to be included in Project File (Graphic & Drawing Requirements) – GENERAL

- Sheet format of each file page shall be 11" x 17"
- Sheet order and graphic assembly is entirely at the creativity of the entrant in interest to best convey the project and its amazing-ness
- Drawings should be accommodated with a graphic scale reference
- No logos, names or unique professional signifiers shall be included
- All files included on a sheet shall be sized, scaled as preferred by entrant
- Consider page loading times; i.e., overly encumbered files with large graphics that load slowly are annoying. Please be thoughtful in crafting each page
- Pages may be black & white or full Technicolor Dreamcoat, as preferred by the imagination of the entrant in support of the project

3. Document File Requirements to be included in Project File (Graphic & Drawing Requirements) – SPECIFIC

a. At a minimum, entrants must provide the following requirements:

- i. Site Plan showing project and its surrounding context and adjacencies
- ii. Floor Plan(s)
- iii. One (1) or more Building/ Project Sections as appropriate to explain project

b. Minimum Exterior Photographs

- i. One (1) image/ photo showing each exposed side of building or built environment, as appropriate
- ii. One (1) additional image showing the immediate context of each exposed side of the building or environment. This requirement may be omitted if this relationship

- is clearly defined in other photos
- iii. For a campus-style project containing a group of buildings, one (1) image of the project sufficient to illustrate concept shall be included, which conveys relationship of project to its environment
- iv. For projects involving renovations/ additions, one (1) image of each altered elevation shall be shown with one image of the original elevation, i.e., “before and after” comparisons

c. **Minimum Interior Photographs**

- i. Two (2) images shall be included, which show the interior of the project

d. **Renovation/ Addition /Adaptive Reuse Projects**

- i. In addition to providing exterior and interior documentation as listed above, as appropriate, project document must include at least one (1) image showing original conditions of the site/ building

e. **Interior Renovations & Designs**

- i. For interior renovations/ design projects, provide no less than four (4) but no more than ten (10) images showing the interior of the project

4. **Submission Entry Form : Upload as its own separate document to FTP site**

- a. Fill-out to the form fully. Provide the following information as best considered for your project:
 - i. **Project Description.** Explain your project in terms of design excellence and exemplary features. Speak to your project with adjectives and supporting clarifications that do not repeat what is empirically clear in the graphic documentation submittals but provide insight into what design elements, considerations, factors, challenges, etc., contributed to help create the project. Include information that embodies, upholds, features, elevates or otherwise contributes to strong northern design principles and strategies as well as above-and-beyond good design practices. Keep in mind that the jury will be composed of design professionals and practitioners within the architectural discipline. Limit description to 300 words.

5. **Concealed Entry Data Form**

In order to provide AIA Alaska with important information in publicizing winning submittals, accuracy and attention to this form and its information is critical. All credits in local, regional and national publications will be based on the information provided on this form. Any errors and omissions will be responsibility of entrant. Full credit must be given prior to entry submission. All names of architects receiving due credit shall be provided, and in the order provided shall be maintained as the proper sequence of contributors. The architect submitting the project may qualify as a member of the design team, whether or not that Architect served as head of team. When multiple architects are all contributors to the project, all other participating members who substantially contributed shall be included, regardless of professional discipline, i.e., give due credit where credit is due.

For multiple building projects, the submitting architect shall offer detailed evidence of authorship of project or portion thereof.

Upload Concealed Entry Form as its own document to the FTP site, along with the other files required. Take care to name the file appropriately similar to the Project File, e.g., 2017-xx03-B-Concealed Entry Data Form.pdf

6. Copyright Permission Form

Recognition will be given to the projects that receive an award. A copyright release form authorizing AIA Alaska to disclose information on the recipient of the award and the project in general must be received with submission and must accompany all copyrighted materials. Photographs used for exhibition or publication purposes shall bear name of Photographer.

All Copyright Permission forms as may be required for each project shall be compiled into a single .pdf and included in the upload of each project to the FTP site.

Notification of Award/ Winner Notification

Official announcements of winners will be made by Jury Chair as accompanied by presentation of awards during the 2017 AIA Alaska State Conference in Homer, Alaska, October 14, 2017.

The Design Awards Committee will prepare a Power Point of Winning Projects, which may be made available to AIA members for use in membership meetings, other meetings and events following the conference. The winning projects will also be featured on the AIA Alaska website and publicized as decided upon by AIA Alaska.

Participation Appreciation

Thank you for your participation! AIA Alaska and the Design Honors Award Program is wholly contingent on the interest, care, consideration and imagination of those who contribute! Sharing your work, your ideas and your products with AIA Alaska is appreciated as a significant and important part of the annual conference.

Questions? Concerns? Confusion? Accolades and Support?

E-Mail [Zane Jones](#), any questions and the answer will be replied to in a timely manner, copying all submitting firm representatives so everyone will be equally informed.