



This year's AIA Charlotte Design Awards seeks to honor your continued passion and commitment to pushing the boundaries of design and transforming spaces through exceptional innovation, creativity, and sustainability. Our region has become one of the fastest growing in the country, and economic growth has brought both opportunity and competition. Inspiring design work that positively impacts the communities we serve in an increasingly complex environment should be celebrated.

We encourage you to dig deeper; finding the best of your work but supporting your submissions with more about the project's story and the unique challenges faced by your team.

Tell us a story (reference 2b, page 3):

- Share the Unique Story about the client, this opportunity, and your firm's role.
- Share the story of the team and the client's professional perseverance and any hurdles that have been overcome to develop your solution.
- Describe the process of how this project dealt with the larger context of planning, infrastructure, and addressing areas of public need.
- How did your efforts to address climate change inform your conversations with the client/stakeholders and shape your design?

The AIA Charlotte Design Awards Committee is pleased to announce the annual Design Awards Program Entry Requirements. Please see below for more information.

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 Kate Shelton at kate.shelton@aiacharlotte.org or 704-369-2302.

Design Awards Entry Checklist for Submission Round **Your entry should include:**

ONE Online Form, will include the following:

- ___ Concealed Identification Data (reference 2c)
- ___ Image and Photo Release Form (see Publication in the Additional Information section)

Design Awards Descriptive Data (reference Submission Requirements section)

- ___ Short Description of Project – 100 words (reference 2b)
- ___ Architect's Statement Concerning Design Program & Solution 500 words (reference 2b)
 - ___ Include Type of Construction (reference 2b)
 - ___ Address the [Framework for Design Excellence](#) (reference 2b)

ONE Digital Upload, including (reference item 2c in the following description):

- ___ 12 high-resolution (8.5x11 OR 16:9, 300dpi) JPEG images – one for each of the views, photographs, drawings, or diagrams you wish to present.
- ___ A high-resolution (8.5x11 OR 16:9, 300dpi) JPEG "Project Title- Public Display Image" This will be used in a PowerPoint, please consider formatting image for landscape, not portrait.
- ___ A 820 x 500 JPEG image "Project Title – Public Display Image for Website" – this image will be displayed on AIA Charlotte's website scrolling banner of images.

Submission Tips

Submissions should include the graphic (visual) and narrative content sufficient to convey the design parameters and design solution. Submissions typically include a combination of photographs (monochrome or color), drawings (plans, sections, elevations), diagrams, benchmarks and annotations.

Please include a graphic scale and north arrow on the plans, as applicable, for reference.

Every submission should clearly depict the project scope, its aspirational goals, its relationship to context, program and so on.

It is critical to help jurors understand the important qualities of the project as quickly and as thoroughly as possible. Be aware of the number of images and information that can be comprehended from a single page viewed *in quick succession*.

Submissions should be as comprehensive as possible and relate to the salient aspects of the design. An image of each primary building facade should be evident in the submission. In the case of a group of buildings, a photograph showing the overall composition of structures should be included.

Entry Fees:

\$200 Member Rate	(Early Bird)
\$240 Member Rate	(Thereafter established)
\$175 Member Rate	(Additional Entries)
\$250 Non-Member Rate	

AIA CHARLOTTE 2024 DESIGN AWARDS PROGRAM: SUBMISSION CRITERIA

The AIA Charlotte 2024 Design Awards aims to recognize and celebrate the visionary efforts of our area architects and the architecture that exemplifies innovation, creativity, and excellence within our communities. The role of the architect is one of great responsibility; defining our built environment, rethinking how we inhabit and interact with our surroundings, reimagining the blend of functionality and aesthetics, all while balancing and even enhancing the impact we have on the planet.

Please see below for more information regarding the Program Entry Requirements within the list of Entry Categories.

GENERAL REQUIREMENTS

Program Eligibility: Entrants

Current AIA Charlotte members who are registered architects are eligible regardless of project location or the architect's residence.

Registered architects practicing in Charlotte (and are not current AIA Charlotte members) are eligible to submit projects located in North Carolina.

If the design architect is not registered in the State of North Carolina, the North Carolina state-licensed architect of record must be credited on the submission form noting the collaboration and applicable title / role 'Architect of Record' or 'Design Architect', or similar.

Any registered architect with work completed in Charlotte is eligible regardless of the architect's residence or location of primary office.

Program Eligibility: Projects

Projects that have previously received an AIA Charlotte Design Award are not eligible for entry into the AIA Charlotte 2024 Design Awards Program, unless the

award was under the 'Unrealized' category and the project is now eligible for a different category.

Projects must have been completed within the past ten (10) years for entries submitted for the built categories. Design for unbuilt projects must have been completed within the past five (5) years for entries submitted for the unbuilt category.

Awards for unrealized projects shall recognize unbuilt design(s) as well as theoretical or conceptual work, including installations, environmental art, and research. *Projects cannot have been undertaken for academic credit.*

A maximum of five (5) submissions are allowed per individual entrant.

Evaluation Criteria

All projects will be judged based on their design and architectural excellence according to the highest guiding principles of the AIA, the [Framework for Design Excellence](#), inspiring sustainable, resilient, and equitable design. This evaluation criteria is applicable to all Award Categories.

All eligible project submissions shall be reviewed by a chaired jury of approximately 4-8 individuals selected by AIA Charlotte from a wide range of leading professionals within the design community.

Entries will be evaluated individually and not in competition with other submissions.

DIGITAL SUBMISSION REQUIREMENTS

Follow these steps for each submission

1) Registration Round

Fill out one online form: You will register your firm in our [Design Awards System](#). (If you have registered for awards in the past with us, AIA North Carolina or AIA Triangle, you can log in and resubmit any eligible project for an AIA Charlotte 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."

In order for members to receive member entry fee pricing, they must enter their membership number on the registration page. Members and non-members submitting more than one project can enter the Discount Code: CLTEExtra to receive the \$25 discount per additional entry at checkout.

2) Submission Round

You will then have until August 18, 2024 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.

Entrants shall submit individual projects online into the appropriate Entry Category as described above.

2a) Submission Content

You will upload a maximum of 12 Digital Images, one "Public Display Image", and one "Public Display Image for Website" during the Submission Round process. Project submissions shall be in the form of high-resolution (8.5x11 OR 16:9, 300dpi) JPEG images.

Digital images should be uploaded in the order to be viewed during judging. The Public Display image will be used for both printing and posting on our website homepage banner. We are asking for two file sizes to accommodate these image displays (see checklist on page 1).

During digital image upload, you will be asked to select which image will serve as the Jury Photo. This image will serve as a reference to your project while the jurors are reviewing submissions in the online portal.

2b) 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.

Additionally, there will be the "Architect's Statement Concerning Design Program and Solution" and "Type of Construction." This information may be used in subsequent jurying rounds. This is also where you should identify how the project addresses the Framework for Design Excellence.

2c) Concealed Identification

A form is provided through the online portal to record the concealed identification for the project. All information requested on the form must be included. No information regarding the project's designer shall appear elsewhere in the submission – *the projects shall remain anonymous during jury deliberations*. Should the submission receive an award, material for publicity and certificates will be taken directly from the information provided on this form. The architect for the project is to be the "Architect of Record" which is the licensed architect(s) or firm(s) with whom the owner contracted. A limited number of individual names may be added to the award as long as the parties involved agree. Proper and accurate credit for the project is the responsibility of the entrant. In the case of disputes or ambiguities about the proper credit, the award may be deferred.

AWARD CLASSES

Honor Award

To be bestowed for exceptional work, easily distinguishable by a superlative level of design, function, rigor and other remarkable characteristics.

Merit Award

To be bestowed for work that demonstrates a high level of design quality and approach worthy of recognition and commendation.

Citation Award

At the jury's discretion, to be bestowed for work that may not fit exactly into a particular Entry Category or has other unique aspects worthy of recognition.

The jury will determine the final (maximum) number of awards and whether to confer the Honor, Merit, or Citation Award(s) to certain projects.

ADDITIONAL INFORMATION

Award Certificates

Certificates for all award-winning entries will be at the Design Awards Gala. Winners will presented receive a maximum of two (2) certificates. Additional certificates will be available at the expense of the award recipient.

Publication

AIA Charlotte intends to publish the entries that receive 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 is provided through the online portal to secure the necessary permission(s).

ENTRY CATEGORIES

The AIA Charlotte 2024 Design Awards Program is offering awards in the following Entry Categories:

- New Construction & Substantial Renovation**
- Residential**
- Adaptive Reuse/Preservation**
- Interior Architecture**
- Unrealized Projects**

Entry Category Descriptions

New Construction & Substantial Renovation

Projects submitted in this category will include a broad range of types such as Commercial, Educational, Multifamily, Housing, Institutional, or Faith-based Architecture. Master Planning and Urban Design projects are also eligible for recognition under this category. Renovations and addition projects are eligible, but project scope must be clearly and accurately presented through graphics and written descriptions. New Construction & Substantial Renovation projects are eligible for Honor, Merit, and Citation Awards

Residential

Projects submitted in this category will include single family residential projects or multi-family projects of no more than (4) units. Larger multi-family projects will be categorized under New Construction / Substantial Renovation. Renovation and addition projects are eligible, but project scope must be clearly and

accurately presented through graphics and written descriptions. Housing projects are eligible for Honor, Merit, and Citation Awards.

Adaptive Reuse / Preservation

Projects submitted in this category may be of any project type (Commercial, Educational, Residential, etc.) but should include either a renovation within an existing building or a new construction that expands an existing structure or site. Projects that have been recognized for historical value through inclusion in Historic Districts or listing on Historic Registers should identify the type and reason for recognition in the written project description. Projects that do not have official recognition or designation are also eligible and should outline the historical significance in the project description. The intent of this award is to recognize thoughtful interventions or restorations that create a synergy between old and new construction. Routine maintenance, such as painting or reroofing is not considered restoration work for the purposes of this award. Adaptive Reuse/Preservation projects are eligible for Honor, Merit, and Citation Awards.

Interior Architecture

Projects submitted in this category should illustrate outstanding building interiors created by architects. These projects may include new construction or renovations of existing construction. Individual rooms or spaces within the same project shall be considered as one project. Interior Architecture projects are eligible for Honor, Merit, and Citation Awards.

Unrealized Projects

Awards for unrealized projects shall recognize unbuilt design(s) as well as theoretical or conceptual work, including installations, environmental art, and research. *Projects cannot have been undertaken for academic credit.* Projects submitted in this category may be unrealized architectural designs of any project type or conceptual design studies that investigate a specific topic or project type for research purposes. Unrealized client-sponsored projects (commercial or residential buildings, interiors, transportation, infrastructure, monuments, etc.) are eligible for recognition. Projects under construction or otherwise apparently assured of construction are not eligible. Projects cannot have been undertaken for academic credit or as a non-commissioned design competition entry. Unrealized projects are eligible for Merit and Citation Awards only.