



AIA Charlotte 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 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, page 3)
- ___ Image and Photo Release Form (see publication on page 4)

Design Awards Descriptive Data (reference item 2c, page 3)

- ___ Short Description of Project – 100 words (reference 2b, pg 3)
- ___ Architect’s Statement Concerning Design Program & Solution 500 words (reference 2b, pg 3)
 - ___ Include Type of Construction (reference 2b, pg 3)
 - ___ Address the [Framework for Design Excellence](#) (reference 2b, pg 3)

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”
- ___ 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:

- \$150 Member Rate (First Entry)
- \$125 Member Rate (Each Additional Entry)
- \$200 Non-Member Rate (First Entry)
- \$175 Non-Member Rate (Each Additional Entry)

Dates:

August 11	Submission Deadlines
Early September	Awards Jury
November 9	Awards Gala

AIA CHARLOTTE 2023 DESIGN AWARDS PROGRAM: SUBMISSION CRITERIA

This year's AIA Charlotte Design Awards seeks to honor your continued passion, vigor, and commitment to finding unique solutions to the incredible challenges and incredible opportunities that we face. The past few years have been challenging and transformative years that have had a lasting impact on our lives & the way that we approach design and practice. The Pandemic, the Economy, heightened recognition of Social, Racial and Gender Equality, and immense Climate Change Challenges among others have all influenced our thinking and sense of compassion for our work, clients, and the communities we serve.

Our resilience as professionals has been exemplary and we have collectively found ways to push forward; exceeding expectations, responding to today's challenges with grace and continuing to advance design. 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 including diverse voices and how they made for a richer project experience and influenced the design
- How did your compassion to temper 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 with an expanded list of Entry Categories and an updated submittal and evaluation process. Please see below for more information.

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.

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 2023 Design Awards Program, unless the award was Unrealized.

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 5, 2023 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

The jury will attempt to bestow a minimum of three (3) Awards per Entry Category, (which are defined further below) based upon the number of qualified entries submitted. The Award Classes are as follows:

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.

The jury will have the latitude to identify additional award subclasses as appropriate in each Award Class.

These are points of emphasis, identified by the jury, as it interprets the submission(s). For example, an entry into the Small Project category that involves a significant degree of renovation may receive a “Merit Award (for Historic Preservation).”

ADDITIONAL INFORMATION

Award Certificates

Certificates for all award-winning entries will be presented at the Design Awards Gala. Winners will 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 2023 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. Multiple entries may be submitted, but 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.