



**DESIGN AWARDS**

# **Honor and Design Awards Guidelines**

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## AWARD OBJECTIVES

The objective of the Awards program is to encourage excellence in architecture, to

elevate public consciousness of good design, to recognize owners, designers, and contractors whose work enriches our built environment as well as to recognize outstanding accomplishments and services to the profession and the community.

## AWARD ELIGIBILITY

Completed projects by licensed architects<sup>1</sup> who are a member of the AIA Florida Gulf Coast Chapter are eligible regardless of where their projects are located. Alternatively, projects completed by architects licensed in the Florida/Caribbean region but not a member of the AIA Florida Gulf Coast Chapter are eligible on the condition that the project being submitted is located in the Gulf Coast Chapter region<sup>2</sup>.

All architects submitting projects (or portions thereof) must designate authorship of each portion of the project. The submitting architect may qualify as a member of a design team, whether or not serving as the head of the team. When one architect is not the sole author, all other participants contributing substantially to the design of the project must be given credit as part of the submission, regardless of professional discipline.

Work which has previously been awarded an AIA Florida Gulf Coast Design Award is NOT eligible for entering in the same category.

## AWARD PROCEDURES

The Design Awards Committee will facilitate the submission, nomination, assessment, and presentation of all awards. The Design Awards Committee will be chaired by a past president. The Chair will coordinate with all jury members who will be decided by the AIA Florida Gulf Coast Board members.

The AIA Florida Gulf Coast Chapter president must sign all award certificates and will participate in the presentation of all awards at the presentation ceremony and dinner.

The AIA Florida Gulf Coast Chapter will submit press releases to the newspapers, magazines, and other media in the state with the list of the winners, including their respective projects and contact information.

### A. Design Award Jury

One jury will judge all Design Awards. Out-of-region jury members are preferred for this task as it promotes a level of unbiased evaluation of the projects. The preferred composition of the juries consists of, by majority, members of an AIA State or local Chapter in good standing representing small and large practices. At least one jury member with sustainable design knowledge and experience is required. A minimum of

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<sup>1</sup> For purposes of the Design Awards Program, a licensed architect is defined as a person who is registered to practice architecture in the Florida/Caribbean region.

<sup>2</sup> For the purposes of the Design Awards Program, Gulf Coast region is defined as Manatee, Sarasota, Highlands, Hardee, & Desoto counties.

three jurors, maximum of six are required. Entrants to the Awards are not allowed to serve on the Design Award Committee or as a jury member.

Merit and Honor levels apply to all Design Awards categories. Each entry will be judged for the success with which it meets the individual project program, intent and requirements. An award is not required to be given if the jury feels there is not a suitable recipient. Should no formal submissions be received in any category, the jury has the discretion to select a worthy recipient without a formal submittal.

#### B. Honor Awards Jury

The award is juried by the immediate three past recipients of the award, and two past or current AIA Florida Gulf Coast Board Members.

The Executive Committee of the sitting Board shall select those who shall serve on the Jury. Three is a quorum, with one being current past or current Board Member. The decision of the Jury is final.

### SUBMISSION PROCEDURE

Submissions for the awards program are electronic, and the electronic materials submitted will be presented to the jury. For each category, a specific PowerPoint template will be sent to those that have registered. Standard guidelines will be provided to each entrant with regards to specific content expected in each presentation. The completed entries will be submitted to the AIA Florida Gulf Coast Chapter via a designated FTP site.

Electronic submissions must include images, the specifications of which will be provided, a Project Data Slide, a “signature image” and a description of the basic program requirements, special site problems and how the design process and solution satisfies these as well as any technical, environmental or social advancement regarding the project. This “Project Data Slide” will accompany the media release if a project earns an award.

Each project submitted will also be required to complete a “Concealed Information Slide” which will include the name of the project, contact information of the architect and major suppliers and/or contractors that contributed to the project as well as all pertinent contact information. This information will not be shared with the jury- it is for in-house use only.

Each entrant is encouraged to make a nomination for the Honors Awards Program.

All winning entries are required to submit a 30” x 40” project board, which will be used for display at the Design Awards Ceremony and Sarasota Design Conference and for any public outreach purposes. Boards must be submitted on the day of the Awards Dinner.

## SUBMISSION COSTS

AIA Florida Gulf Coast Design Award registration fee is collected per each entry. Registration cost is differentiated depending on AIA Florida Gulf Coast Chapter membership. The registration fee is determined by the AIA Florida Gulf Coast Board based on the recommendation of the Design Awards Committee.

## ANNOUNCEMENT OF AWARDS

The Awards are presented at the Chapter's biennial spring Awards Dinner during the Sarasota Design Conference. The decision as to whether the Awards are announced prior to or at the Awards Dinner is dependent on the organizing Committee.

## CERTIFICATES AND OTHER PRIZES

Certificates are printed on pre-printed certificate paper. Gold trimmed paper is for Honors Awards, silver is for Award of Excellence, and red is for the Award of Merit.

## AWARD CATEGORIES

### A. DESIGN AWARDS

Projects submitted must have been completed within the immediate past five calendar years and be substantially complete by the date of submission for built work awards.

The program is open to architectural projects of all sizes and classifications. Eligible projects include single buildings, groups of buildings, parks and plazas, historic preservations, additions, remodeling, adaptive re-use, and interiors.

Two award levels may be recognized by the jury: "Award of Excellence" awarded to projects which demonstrate the highest standards of design and innovation through commitment to excellence in architectural design, the higher of the two levels, and "Merit Award" for projects which demonstrate a commitment to excellence in architectural design.

#### 1. New Work – Residential

The Awards program recognizes work by licensed architects. Its purpose is to recognize outstanding examples of built single and multi-family residences.

#### 2. New Work – Commercial & Public

The Awards program recognizes work by licensed architects. Its purpose is to recognize outstanding examples of built private or public non-residential projects.

### 3. Renovations & Additions

The Awards program recognizes work by licensed architects. Its purpose is to recognize outstanding examples of built public and private projects, which are not entirely new constructions but are renovations of or additions to existing structures.

### 4. Historic Preservation & Restoration

The Awards program recognizes work by licensed architects. Its purpose is to recognize excellence in the preservations, adaptive re-use or renovations of structures of historic importance.

### 5. Interior Architecture

The Awards program recognizes work by licensed architects. Its purpose is to recognize outstanding examples of built public or private, residential or commercial projects that are limited in scope to the interior of the building.

### 6. Unbuilt Work

The Awards program recognizes work by licensed architects. Its purpose is to recognize outstanding examples of recent, commissioned architectural designs not yet built or complete. The entry shall exemplify excellence in design while exploring the nature and science of our profession. Attention is focused on the process of design. Eligible projects include single buildings, groups of buildings, urban designs, additions, renovations, and extended-use projects. Entries must be commissioned for compensation on behalf of a client. Projects in the Unbuilt category are eligible as long as the project is either not under construction or, construction is not substantially complete prior to the deadline for receipt of entries.

### 7. Sustainable Design

The Awards program recognizes work by licensed architects. Its purpose is to recognize outstanding use of sustainable design principles in the design of public or private, residential or commercial projects. The Award is intended to promote public awareness of the potential benefits of sustainable projects.

### 8. Innovation with Materials

The Awards program recognizes work by licensed architects. Its purpose is to recognize innovative use of materials and their detailing in the design and construction of projects.

### 9. Associate Level

The Awards program recognizes work by an unlicensed individual who has received an architectural degree within the past 10 years. A licensed architect or firm must attest that the intern acted in the lead or primary designer for the project entered. Its purpose is to recognize outstanding examples of private, public, residential or commercial projects designed by associate-level AIA members of the Florida Gulf Coast Chapter.

## 10. Theoretical and Research

The Awards program recognizes works by members of the AIA Florida Gulf Coast Chapter or the American Institute of Architects Students (AIAS) currently enrolled in an accredited architectural degree program in the Florida/Caribbean region and who reside in the Gulf Coast region. Entries must be projects that are academic (executed as a class or terminal project under the supervision of at least one professor of an accredited Florida/Caribbean region architectural school); a competition entry (executed in direct response to an organized design competition entry requirement); or theoretical/research projects which are executed in the interest of the advancement of the profession. The entrant must designate whether the project is academic, a competition entry, or theoretical/ research. Projects submitted must have been designed within the immediate past five calendar years.

### B. HONOR AWARDS

A candidate for the award must be nominated by at least one sponsor who is an AIA Florida Gulf Coast Chapter member in good standing.

All AIA Florida Gulf Coast Chapter members are strongly encouraged to nominate deserving recipients and submit noteworthy design projects.

Award recipients should maintain the highest ethical standards including (1) full compliance with all federal and state laws and regulations, (2) demonstrates a culture of equity, diversity and inclusion in their operations and activities, and (3) demonstrate professionalism, integrity and competence. AIA Florida Gulf Coast reserves the right to rescind an award should a violation of any of the above be discovered. Member should adhere to the [AIA Code of Ethics](#).

- Award recipients are subject to verification.
- Carefully review each honor award category for additional eligibility requirements.
- No unpaid labor.

The Honors Jury shall:

- a) Review all written nominations
- b) Review nomination criteria in relation to specific requirements of the award.
- c) Discuss each nominee with Design Awards Committee
- d) Rank nominees, which will be reviewed by the AIA Florida Gulf Coast Board for validation.

Each nomination shall contain the following information to be submitted to the

chapter headquarters by the advertised deadline.:

1. A completed AIA Florida Gulf Coast Honor Awards Nomination Form (see appendix).
2. A nomination letter by the sponsor explaining the candidates' qualifications and not to exceed one (1) page.
3. A biography of the candidate not to exceed two (2) pages.
4. A statement of contribution not to exceed four (4) pages.
5. Supporting material (e.g., clippings, articles, etc. relating to the purpose of the award) not to exceed four (4) pages.
6. A minimum of three (3) and a maximum of six (6) letters of support, not to exceed one page each (letters should be explicit in their recommendation and contain specific reasons for support).

#### 1. Medal of Honor

This award recognizes an AIA Florida Gulf Coast member who has at least 15 years of experience demonstrating the most distinguished service to the chapter, community, and the profession of architecture. The award is limited to one person per year and one time per person. Sitting board members of the AIA Florida Gulf Coast Chapter are eligible. The award is not required to be given if the jury feels there is not a suitable recipient.

#### 2. Builder of the Year

This award recognizes a licensed general contractor who has exemplified a sincere and genuine interest in encouraging and affecting outstanding craftsmanship and workmanship in the performance of work on a specific project. Any company licensed in Florida who has fulfilled the intent and purpose of this award may be nominated. In order to recognize the talent in our area, the immediate past recipient is ineligible.

#### 3. Champion of Architecture

A layperson, academician or non-governmental organization that has given outstanding support to the architectural profession, helping to raise awareness. Any person who is not an architect, fulfilling the purpose of this award as described, is eligible.



## APPENDIX

### AIA Florida Gulf Coast Chapter Honor Award Nomination Form

Nominee: \_\_\_\_\_

Nominee's contact details: \_\_\_\_\_

\_\_\_\_\_

Nominator: \_\_\_\_\_

Nominator contact details: \_\_\_\_\_

\_\_\_\_\_

Award: \_\_\_\_\_

In a statement of contribution, please list the nominee's qualifications for the award, including distinguished activities over at least the past five (5) years (as applicable to award criteria).

## Display Board Specifications for AIA Gulf Coast Winners

Below are the specifications for fabrication of the project boards to be prepared by AIA Gulf Coast Design Award winners.

1. Outside dimensions should be 30" x 40", oriented vertically.
2. Display boards should have a black finish and be constructed for stability to stand without bowing on an easel. They can be constructed from ¼" gator board or ¼" foam core.
3. The content of the presentation is determined by the Award winner and may contain any combination of color or black and white photographs, drawings, plans, text, etc., but must include the following information:
  - a. Name of Award (Award Category entered)
  - b. The trademark logo of AIA Florida Gulf Coast (to be provided)
  - c. Project name and location