

2010 AIA KENTUCKY DESIGN AWARDS

Honor Awards For Excellence in Architectural Design

Entry Deadline
July 9, 2010

Submission Deadline
August 2, 2010

OBJECTIVES

The Honor Awards Program of AIA Kentucky, the Kentucky Society of Architects, seeks to honor and bring to public attention distinctive works of architecture created by Kentucky architects. For over 41 years, the program has been dedicated to:

- recognizing and applauding works of architecture exhibiting design excellence, and
- promoting public awareness and appreciation of the diversity, quality and scope of Kentucky architecture.

The Kentucky Society's "Honor Award for Achievement of Excellence in Architectural Design" is the highest professional honor bestowed upon a Kentucky architect by his or her peers, and it distinguishes the architect as one who is dedicated to making architecture the best it can be.

ELIGIBILITY

An entry must be a work of architecture completed after January 1, 2000 and prior to June 1, 2010 and may be:

- a building
- a complex of buildings forming a single project
- a park
- a plaza
- a mall
- a new interior design project

Eligible projects include:

- any project designed by a resident registered Kentucky architect built anywhere in the world, or
- any project built in Kentucky and designed by an architect licensed to practice in Kentucky at the time of the project's completion.

The entry is to be submitted by the architect. Any entry submitted in a previous AIA Kentucky Honor Awards Program and not accorded recognition may be entered again in the 2010 program, provided that the project was completed within the prescribed dates.

ENTRY SUBMISSION

- Specific submission requirements are enclosed. A complete packet of submission materials will be forwarded to all entrants shortly after the **July 9, 2010** entry deadline.
- Complete submission materials must be received in the AIA Kentucky office no later than 5:00 p.m. on **Monday, August 2, 2010**. No extensions will be granted for any reason. No entry fees can be refunded under any circumstances.

REQUIREMENTS

All participants must agree to the following:

- All entrants must provide submissions using the correct format; those not in compliance will be disqualified.
- Any entrant receiving an Award is encouraged to enter the 2011 AIA National Honor Awards Program. Other entrants may also do so.
- Winning entrants will be required to provide to AIA Kentucky, at their own cost, any photographs, slides, digital images and written materials needed for publicity purposes. We will publish a special insert in a leading area business publication highlighting all the winners.
- Awards will be presented at the Awards Banquet on Friday, October 15, 2010 during the AIA Kentucky/AIA Indiana Convention at Belterra Resort in Florence, Indiana.

ENTRY PROCEDURES

- Complete the entry form and calculate the total entry fee amount.
- Return entry form WITH PAYMENT by **July 9, 2010** to:

AIA Kentucky
PO Box 911128
Lexington, KY 40591-1128

PROGRAM SCHEDULE

7/9/10 Entry Deadline
8/2/10 Submissions Due
8/23/10 Jury Decision Due
8/25/10 Winners Notified
9/10/10 All Materials Due
From Winners
10/15/10 Awards presented

2010 AIA KENTUCKY DESIGN AWARDS

ENTRANT DATA

Firm Name _____

Contact _____

Signature _____

(MUST be signed by an AIA architect member if enclosing member entry fee)

Address _____

City/State/Zip _____

Phone (____) _____ FAX(____) _____

Email _____

Check One: AIA Member Non Member

ENTRY FEES

AIA Members \$ 100.00 per entry

Non Members \$ 175.00 per entry

FEE CALCULATION

Number of Entries _____

Fee Per Entry \$ _____

TOTAL ENCLOSED \$ _____

Check enclosed (payable to AIA Kentucky)

Charge to my credit card: Visa MasterCard *(We do not accept American Express)*

Name on Card _____

Card Number _____ Exp. Date _____

Address where you receive the bill for this card (Street/City/Zip - **REQUIRED**): _____

Signature _____

Return form by **Friday, July 9, 2010** to:

2010 Honor Awards Program
AIA Kentucky
PO Box 911128
Lexington, KY 40591-1128
FAX (859) 223-8202
(credit card payments only)
Questions? Call (859) 223-8201

2010 SUBMISSION REQUIREMENTS

The following requirements shall be adhered to in the preparation of submissions to the 2010 AIA Kentucky Honor Awards Program. Responsibility for compliance rests with the entrant, and entries submitted incorrectly may be disqualified. One set of materials per project entered (containing the materials referenced below) will be provided to all entrants within 3 days following the entry deadline.

SUBMISSION MATERIALS

The submission materials outlined below will be provided by AIA Kentucky to all entrants, VIA EMAIL ONLY. Paper copies will be provided only by special request.

1. **DESCRIPTIVE DATA SHEETS** (two page MS Word doc)
2. **AWARDS SUBMITTAL TEMPLATE FILE** (MS Powerpoint) with instruction sheet
3. **CONCEALED IDENTIFICATION SHEET** (one page MS Word doc)
4. **HELPFUL HINTS** (one-page MS Word doc with some advice on how to make your submittal better)

Here are specific instructions on each of the items listed above:

1. DESCRIPTIVE DATA SHEETS

A two-page form will be provided, both in hard copy and via email as a Word document. The Statement of Project Requirements should be brief but complete. Remember, this is the only information provided the jury on client requirements and architectural solutions. Technical information and data on energy efficiency, accessibility to the disabled, design excellence, functional utility, economy, environmental harmony, and attention to the social concerns of the profession are considered an integral part of your presentation. DO NOT insert photographs on these sheets. DO NOT add additional pages.

2. AWARDS SUBMITTAL TEMPLATE FILE

The entire graphic presentation, including digital photos and drawings, must be submitted on CD Rom using the Microsoft Powerpoint template file provided. The file will be emailed to you.

Attention MAC Users: Your Powerpoint file must be submitted in PC format. If you are a MAC user, please convert the file to the PC format before submitting. We strongly recommend that you convert the file and then test it on a PC yourself before submitting to us. AIA Kentucky does not have the capability to do this conversion.

For multiple submissions, the entrant should make copies of the template file. DO NOT put more than one project on a CD. All entrants will be responsible for placing their specific project image files into the Awards Submittal Template file provided. Each file should be named as follows "Firm Name - Entry A." Use B, C, D, etc. if you are submitting more than one entry.

All images must be jpeg files at a maximum of 5" x 9" at 150 dpi for horizontal images, and a maximum of 5.5" x 7 " at 150 dpi for vertical images. These dimensions will fit the template provided. Larger image files are unnecessary and will slow down the jury process. It is possible that your images are not these exact dimensions. For example, you may have a horizontal image that is 5" x 8.25". The dimensions provided are maximums for height and width; one of the dimensions may be smaller.

The images may either be color or black and white. Images may not be manipulated or enhanced in any way that changes the building itself. Removal of power lines or other obstructions is acceptable as long as there is no enhancement of the building as it appears in its current built form as a result. Sky replacements/enhancements, removal or transformation of building surfaces, materials, and mechanical/electrical appurtenances is not permitted.

An example image box will be included in the Awards Submittal Template file as a reference only. Please replace the example images with appropriate images for your project and delete those that are unused.

You should provide a description of each image in the text box located at the bottom of each screen of the Powerpoint presentation. Examples: "Exterior view of front facade" or "Site plan drawing showing (description)."

Remove all firm identification from all images and drawings. The identify of the client should be concealed in all written documents and visual images, with the exception of signage in photographs. Failure to abide by this requirement may result in disqualification of the entry. Call the AIA Kentucky office prior to submitting if you have questions.

2010 SUBMISSION REQUIREMENTS

2. AWARDS SUBMITTAL TEMPLATE FILE (cont'd)

TOTAL NUMBER OF DRAWINGS ALLOWED: Minimum of three (3) and maximum of six (6). Drawings should indicate scale graphically. At least one (1) each of the following are required:

- Site plan showing project and its immediate environs
- Floor plan(s) sufficient to explain the solutions
- Section(s) sufficient to explain the solutions

TOTAL NUMBER OF BUILDING IMAGES ALLOWED: Minimum of six (6) and maximum of twelve (12). The following building images are required:

- Exterior Views - Minimum of three (3) views, to include:
 - One or more views of each exposed side of the building and environs
 - One or more additional views showing immediate environs if not shown in other slides
 - For a group of buildings, one or more views of the project sufficient to illustrate the concept, including relationship to its environs.
 - For extended use projects involving exterior alterations, one or more views of the pre-design condition (if available).
- Interior Views - Minimum of two (2) views, to include:
 - Views sufficient to reflect the project's solutions

A TOTAL OF 18 IMAGES ARE ALLOWED IN THE AWARDS SUBMITTAL TEMPLATE, maximum of 6 drawings and maximum of 12 building images. Only **one image per slide view** is allowed. **DO NOT combine or overlay drawings and photographs.**

WRITE THE FIRM NAME AND ENTRY CODE (A,B,C, etc) ON THE CD ROM WITH A PERMANENT MARKER. (We will be consolidating the files provided by entrants onto another CD, so your firm will not be identified to the jury.)

3. CONCEALED IDENTIFICATION SHEET

A one-page I.D. Sheet will be provided. All information requested must be provided, and we urge absolute accuracy since the data will be used as provided on publicity materials, award certificates, and in the printed brochure of winners. Any errors or omissions will be responsibility of the entrant. AIA Kentucky will not be responsible for misrepresentation, breaches of agreement or conflicts of interest.

4. HELPFUL HINTS — Good advice that will help your entry get the jury's attention.

SUBMITTAL INSTRUCTIONS

All the materials as outlined above must be placed in either a 9" x 12" or 11" x 14" envelope, with your **FIRM NAME clearly marked on the outside**. Each project should be placed in a separate envelope. Do not fold or staple anything. Materials for each project submitted should be provided as follows:

1. **DESCRIPTIVE DATA SHEETS** (two pages). Include the original AND three (3) copies (total of 4). All four sets should be collated and three-hole punched. Do not staple.
2. **CD ROM** with AWARDS SUBMITTAL TEMPLATE file containing no more than 18 images, with firm name and entry code written on CD with permanent marker. Each project file must be placed on a separate CD.
3. **CONCEALED IDENTIFICATION SHEET** (one page). Include only the original copy. (This sheet will NOT be sent along with other materials to the jury. It will be retained in the AIA Kentucky office until after the winners have been determined.)

Materials must be **received** in the AIA Kentucky office by **5:00 p.m. on Monday, August 2, 2010**. In fairness to all entrants, no exceptions to this deadline can be made.