

# 2017 Design Awards - AIA Mid-Missouri

## Submission Requirements: Built Projects

### Purpose

To facilitate the jury's review of your design and the display of your project at the awards ceremony, you need to provide a three-part submission of information containing Power Point, digital, and written components.

### Deadline

The deadline for submissions is close of business on Thursday, August 31 2017. All submissions should be made electronically to an online Dropbox file that we will provide a link to. You may, if you prefer, mail your submission on a CD-rom, but such submissions must be received by AIA Mid-Missouri by the above deadline.

### Power Point Component

The primary submission is a Power Point presentation. **Please use the pre-formatted slide template for all drawings and photos.** The template file will be sent to you after you have registered and paid your entry fee.

The following images are required in the Power Point as a minimum standard:

Site Plan - an image of a site plan drawing shall include graphical scale and compass orientation. Text on the site plan must be a part of the image and not include any identification of the entrant.

Floor Plan - an image of at least one floor plan and any other plan necessary to describe the project. Include a graphical scale and compass orientation.

Other Drawings - include a minimum of one image of a drawing conveying the building's vertical dimensions/qualities. This may be a building section, elevation, axonometric or other measured concept drawing. No videos will be accepted.

Photos - provide sufficient images to capture the essence of the design. We ask that you keep the total number of photos to a maximum of 12. Any text used as titles on the on the photographs must be a part of the image and not include any identification of the entrant.

### Power Point Instructions:

Slide 1 (required): Fill out all required project information at bottom. Do not change font style, location or size. Insert one representative image of the project. This slide will only be used for display at the awards ceremony, so you may include this photo again (without the identifying information) within your jury submission images.

Slide 2 (required): The rest of the slides will be for the use of the jury. Revise this slide to correspond to your assigned entry number (e.g. #AB-01). If you do not have an entry number please contact Martha John at [info@aia-mid-missouri.com](mailto:info@aia-mid-missouri.com)

Slides 3 - 17 (max): Insert your digital images, one image per slide maximum. All images should be jpg format; minimum resolution of 100 pixels per inch is recommended for each image at its final size.

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Enlarge each image so it reaches either the full "X" (width) or full "Y" (height) of the slide template and center each image within the guidelines. We suggest that you format your images as close to 1600 pixels X 1200 pixels as possible, as this size will fill the Power Point Slide very neatly. All slides must remain in landscape orientation and retain the black background.

All text and graphics must be a part of the jpg image. No Power Point text, graphics, sound, video clips, transitions, links to other files or custom animation are permitted.

Completed Power Point presentations should not exceed 15 MB total. **Please do not exceed 17 slides total** (including Slide 1 and Slide 2 listed above).

Save the revised PowerPoint presentation to submit with your entry. Please name the PowerPoint file with your Entry number (e.g. #AB-01.ppt) and no other identification. Do not compress or zip the file.

AIA Mid-Missouri reserves the right to disqualify any entry that does not meet the above criteria.

### Digital Component

The digital component are the images used in the Power Point, and must be included individually, separate from the Power Point. All graphic images (photos and drawings) should be submitted in a high-resolution image format. No image shall have any identification of the entrant other than the entry number.

### Written Component

Completely fill out both the Entry Identification Sheet and Project Data Sheet. Do not put any identifying information on the Project Data Sheet beyond your Entry Number. A Word file is included for your use. If you do not have this file please contact Martha John at [info@aiaamid-missouri.com](mailto:info@aiaamid-missouri.com)

The written component should address or explain the challenges of this particular project and how the design met those challenges, rather than just describing the design.

### Submission

The deadline for submissions is close of business (5:00 p.m.) on **Thursday, August 31, 2017**. All submissions should be made electronically to an online Dropbox file to which we will provide a link. You will be given information about connecting with it in your submission packet. If you have any trouble connecting to the Dropbox, contact Martha John at [info@aiaamid-missouri.com](mailto:info@aiaamid-missouri.com) immediately. You may, if you prefer, mail your submission on a CD-rom, but such submissions must be received at AIA Mid-Missouri by the above deadline.

Entry materials will not be returned. Submission of entry constitutes permission for AIA Mid-Missouri to use all or part of the submission for publication and Chapter archive purposes.

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### Guidelines for the Jury

Objective: To recognize and encourage excellence in design and bring public attention to works of distinction.

Style: Accepting the pluralism of architecture in the late Twentieth Century, it should be assumed that any design concept could result in a distinguished project. The key standard should be the consistency and success in achieving the declared concept.

Scope of the Project: Each entry in the Architecture Awards program will be judged for the success with which the project has met its individual requirements. Entries will be weighed individually, not in competition with each other. Criteria for design excellence include function, utility, economy, environmental harmony, and aesthetics.

In addition to recognizing design achievements, project may be exemplary in any or all of the following sub-categories:

*Environmental Sustainability* – demonstrates a commitment to sustainable design.

*Societal Advancement* – demonstrates a commitment to societal progress;

*Technical Advancement* – demonstrates and explores new technologies and their architectural applications;

*Preservation* – demonstrates skill, sensitivity, and thoughtfulness in preservation; or

*Adaptive Reuse* – demonstrates alternative use of existing building regardless of their original architectural intentions.

### Classifications of Awards:

**Honor Awards** – should be given to projects supported by three jurors.

**Merit Awards** – should be given to project supported by two jurors, or projects that are supported by a number of jurors, but for some reason do not meet the standards of the Honor Awards.

**Honorable Mention Awards** – should be given to projects that set themselves apart from the norm in a positive way. This could be through its overall concept, the achievement of the program or the way it has been executed. Key to this is the definition of "norm"; in this case, it is taken to be the typical project of its type.

The jury shall review projects for special achievement in the sub-categories (environmental sustainability, societal advancement, technical advancement, preservation, and adaptive reuse) and award citations where appropriate. The intention of this approach is not to force consensus on the jury.