

2023 Design Awards

Call for Entries

Small Projects / Small Firms Design Awards

AIA New Hampshire is committed to excellence in architecture and looks forward to celebrating outstanding works of architecture through its annual Design Awards Program. The purpose of the program is to recognize achievements in design in New Hampshire and to honor the project teams and the clients who work with them to create and enhance our built environment. Projects should exemplify the value of good design in creating livable communities and safe, valuable, and sustainable buildings, neighborhoods, towns, and cities.

This award category is intended to recognize exceptional small projects from small architectural firms.

DATES + DEADLINES

April 17 Call for Entries Announced

June 8 Submissions deadline, 5PM

Sept 21 Awards Celebration, Alnoba, Kensington, NH

FEES

Project entry: \$140

All fees are non-refundable and must be paid online via credit card at time of submission.

Submissions cannot be received and marked complete until payment is made.

Submissions are received via Submittable only. Instructions on using this online platform are found at the end of this document.

ELIGIBILITY

- Firms must have no more than **five practitioners**, including both licensed architects and architectural interns.
- Submissions may be a small project construction of any building type, an object, work of environmental art, or an architectural design element **not to exceed 1,500 SF in total**.
- Built projects substantially completed after **January 1, 2013** are eligible.
- **New construction and renovations** are equally acceptable.

- Firms domiciled in NH may submit projects anywhere in the world.
- Firms domiciled outside NH may only submit projects located in NH. One principal from this firm must be a member of AIANH. If you are not currently a member, complete the [AIANH Component Allied Membership form](#) and send it with payment to the AIANH office: bkastel@aianh.org
- Projects that have been honored in a past AIANH Design Awards program are not eligible (unless the project was submitted in the Unbuilt category and the project has since been built).
- Projects previously submitted that have not won an award may be entered again but may not be submitted more than two years consecutively.
- The submitted work must be eligible for publicity and materials presented in the submission for reproduction.

CRITERIA

Entries will be judged on their own merit regardless of project size or type. The jury evaluates entries based on how successfully projects have met their individual requirements. Entries are judged separately—not in competition with each other.

The sole judging criterion is design excellence. The jury is empowered to determine the extent to which design excellence is informed by aesthetic, technical, functional, contextual, sustainable, social or other characteristics largely informed by the AIA Framework for Design Excellence. The jurors' decisions will be based solely on the materials submitted.

SUBMISSION REQUIREMENTS

- Project Name
- Project Category
- Project Location
- Completion Date
- Architecture or A/E Firm Name
- Architect of Record
- Design Architect
- Project Team
- General Contractor: company, contact, email address
- Project Consultants: companies, contacts, email addresses
- Client Name (may be withheld if client prefers) and Permission
- Project narrative:

A brief, 300 word or less description of the project, including site description, special constraints, total square feet of the project, year of completion, construction budget or cost, any design challenges and solutions.

Do not include any identification of entrant or project team in the project narrative.

Jurors have limited time with each submission. Please format text accordingly. For instance, use bulleted lists for statistical data.

- **Publicity Description:** A brief, 150 word or less, description of the project that will be used for promotional purposes. Unlike the Project Narrative, you may include identifying information about your firm, project and client.

Demonstration of Sustainable Design and Building Performance

Describe how your project showcases Sustainable Design and Building Performance using as many of the ten AIA COTE Measures described in the AIA Framework for Design Excellence as you think are applicable to your project, minimum of three. (<https://www.aia.org/resources/6077668-framework-for-design-excellence>)

Use bullet points for your descriptions. You may use as many bullet points for each Measure as you like. List them in the order of importance.

Save this document as a PDF with the same Project Name used for this submission and upload it to this field.

Do not include any identification of entrant, owner, project team, consultants in this narrative.

Project Images

Please submit up to 12 images. These can be any combination of photographs, plans, elevations, contextual imagery that you feel best represents your project.

One image must be a site plan that displays a north arrow and graphic scale.

All projects will be printed at high resolution on [large format banners](#) that will be displayed at the Awards Gala. Your adherence to the following image specifications is required. We will not be able to print projects with low resolution images.

Submit images in the order of your preference for publication/recognition. The first image will appear at the [top of the project banner](#) and must be horizontal format.

Name image files using the following convention: #ProjectName_PhotographerName. # should correspond with the order in which images are uploaded and in which they should be viewed (01-12). If there is no photographer, credit the image to the firm (or other appropriate party).

There should be no text on images that are photographs. Also, do not include any identification of entrant or project team on any images. Do not put borders and any graphical elements on or around your images.

Images must be larger than 10mgs (at least 18.25 inches wide at 300 dpi). The lead image must be horizontal format.

AFFIRMATIONS

If you cannot answer 'Yes' to the affirmations below, you are not eligible to submit for this award.

Please contact Bonnie Kastel, Executive Director, AIANH, bkastel@aianh.org if you have any questions about the following policies and statements.

Intern declaration

I affirm that I do not have unpaid intern architects, including working students, and neither does any firm of which I am an owner or manager, or for which I am submitting.

Code of Ethics and Professional Conduct

The rules of Conduct of the AIA Code of Ethics are mandatory for all AIA members and enforceable by the National Ethics Council.

I affirm that I adhere to the AIA Code of Ethics and Professional Conduct.

2023 AIA New Hampshire Design Awards Permission for Textual and Visual Works

I grant AIA New Hampshire a non-exclusive license to use the materials submitted in connection with the AIA New Hampshire Design Awards Program.

For good and valuable consideration, the sufficiency and exchange of which is hereby acknowledged, the undersigned hereby grants to the American Institute of Architects New Hampshire (AIANH) a non-exclusive license to use the work submitted in connection with the design awards program identified above, including all text, brochures, drawings, photographs, graphics, plans, slides, books, transparencies or other copyrightable material (Work), as follows:

This license permits AIANH to use the Work, to reproduce, crop or resize it; to display it publicly; and to distribute and transmit it worldwide in all media now known or hereafter devised, including the internet, without payment of any royalty or license fee in connection with the announcement of awards, if any, and the promotion of the design awards program identified above.

The undersigned acknowledges that all copies of the work submitted in connection with an entry to the design awards program identified above shall remain the property of AIANH, but that the copyright to the Work is NOT transferred to AIANH. AIANH agrees to include in reproductions of the Work a reasonable copyright notice and credit provided that the necessary copyright and credit information were provided in the electronic submission of the entry.

By submitting this Permission Form for Textual and Visual Works, the undersigned represents that s/he has obtained all permissions that s/he believes are necessary to Grant the license granted by this Form and that the use or reproduction of the Work by AIANH as

permitted by this Form shall not, to the best of his/her knowledge, information and belief, infringe or violate any other entity's copyrights.

The undersigned hereby agrees to indemnify and hold harmless AIANH from and against all claims and damages arising out of a breach of the foregoing representations.

By submitting this entry, I affirm that the submitting firm and all architecture firms involved in the project agree that the information and/or materials being submitted are complete and accurate

SUBMISSION INSTRUCTIONS

All submissions will be received via Submittable, an online portal:

<https://nhforum.submittable.com/submit>

It is recommended to use Chrome or Firefox browsers for submissions made through Submittable. If you encounter technical difficulty with your awards submission, please contact: Submittable Tech Support at: (855) 467-8264, ext. 2 or support@submittable.com. Non-technical questions about awards can be addressed to: Bonnie Kastel, bkastel@aianh.org.

All submissions must be complete by the submission deadline. Your submission will be received by AIANH after payment has been made. If your submission fee has not been paid, AIANH will not see or have any record of your submission. Payment is the last step of the submission process. Once your submission fee is paid, your submission cannot be edited. Prior to that point, drafts may be saved to your Submittable account and modifications made.

You may submit multiple projects to this awards program. Each project must be submitted and paid for separately. If you submit multiple projects, remember to select the discounted, subsequent entry fee after the first entry.

Do I have to start and finish my submission in one session?

No. You can start your submission and return to finish it before the deadline date. To do so, scroll to bottom of submission page and click "Save Draft" button.

Can I make multiple entries?

Yes. However, you must submit your first entry before starting on a new entry.

What if I want to make changes to my entry after I have completed my submission?

Once you click "Submit" you will need to contact bkastel@aianh.org to make edits. Changes must be requested and completed before the deadline.

ADDITIONAL QUESTIONS

Additional questions should be directed to Bonnie Kastel, AIA New Hampshire Executive Director, at bkastel@aianh.org.