QUEENS
DESIGN AWARDS
2019

AIA
Queens

The American Institute of Architects

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OVERVIEW

The American Institute of Architects Queens Design Awards reintroduces a program established to highlight and encourage excellence in architectural design, to raise awareness of the man-made environment to the public, and to honor the architect, owner & builder of significant projects across the Borough of Queens.

It is the goal of the AIA Queens Chapter to promote its respective members and affiliates through the display of their design and service accomplishments. All award recipients will be promoted through journal published by AIA Queens and to be distributed during Holiday + Awards Gala. The projects selected for award by the jury will be featured for their design excellence.

The award recipients of the 2019 Queens Design Awards will be promoted digitally and shared with AIA New York State community and our chapter website after the award reception.

ENTRIES ARE NOW OPEN TO PROJECTS IN QUEENS AND/OR PROJECTS BY QUEENS MEMBERS.

SEE AWARDS CATEGORIES SECTION FOR ALL ENTRY TYPES.

SCHEDULE

Call for Entries (Registration Opens)	October 2, 2019 at 12:00 PM EST
Registration Closes	November 12, 2019 at 12:00 PM EST
Submission(s) Due	November 15, 2019 at 12:00 PM EST (see procedures)
Jury Meeting	Mid-November
Award Recipient Announcement	November 28, 2019
Awards Presentation	December 12, 2019 - Evening Location: Terrace on the Park, Flushing

AWARDS PER CATEGORY

* 2019 Design of the Year Award | Jurors will select one entry from the pool of award recipients awarded with the Excellence recognition

Excellence Award | Represents the highest level of recognition for category

Student Award | Represents distinguished recognition for category

2019 People's Choice Award | All entries will be shared and posted online for the public to choose their choice to receive this recognition. There will be one People's Choice Award recipient chosen.

* = To be announced at Award Reception on 12.12.19

PROCEDURES

1. REVIEW DESIGN AWARD SUPPORTING DOCUMENTS
After completing a registration on Eventbrite for a project entry, you will receive supporting documents and submission guidelines. Please review the "Entry Requirements" and "Rules & Regulations" prior to putting together a submission. This will allow us to proceed according to schedule and avoid disqualification of project.

2. COMPILE SUBMISSION
Documents should be assembled for each entry following the requirements provided, and followed as applicable.

3. SUBMIT ENTRY DIGITALLY
This is a digital awards process and no hardcopies are necessary for Design Awards jury.
ALL ENTRANTS MUST REGISTER AND SUBMIT PAYMENT PRIOR TO UPLOADING THEIR SUBMISSION(S).

ONE (1) REGISTRATION FEE PER ONE (1) PROJECT SUBMISSION

IF YOU WISH TO SUBMIT ONE (1) PROJECT FOR MULTIPLE CATEGORIES, YOU WILL NEED TO PAY ONE (1) REGISTRATION FEE PER CATEGORY

IF YOU SUBMIT ONE (1) PROJECT UNDER A SPECIFIC CATEGORY AND JURY DECIDES IT FITS IN A DIFFERENT CATEGORY, THEY MAY CHOOSE TO DO SO FOR PURPOSES OF AWARD

**Entrants must submit their entry no later than Nov 15, 2019 (12:00 PM EST). You must send an email stating you have uploaded all files into their respective folder that will be provided. A confirmation email will be sent to entry submitter to confirm entry was submitted on time. No extension of time will be given.

**Registration and registration payments will be made via secure website and payment processor. All payments are non-refundable.

RULES AND REGULATIONS

1. Entrants give AIA Queens permission to reproduce their submission without restriction.

2. No royalties shall be payable by AIA Queens or any other sponsors for use of the submission entry materials.

3. Entrants verify that all information provided in the Concealed Entry Form is true and their submission is subject to disqualification in the event that it is found to have falsified any information.

4. For all categories, all entrants and teams must have at least one registered architect (the architect of record) in order to submit.
The only exceptions: Students are eligible to submit under the student awards category **OR Entrants are able to submit without a registered architect **ONLY** for the unbuilt category for competition-related projects.

5. Entrants affirm that they are sole owner of the materials identified in the submission entry, that each submitted entry is an original work, and that neither materials nor permission hereby granted infringes upon the ownership, copyright, trademark or rights of others.

6. All deliverables become property of AIA Queens.

7. All projects should be recent. The completion of construction should be within the last five (5) years from the call for entries date **(September 2014 – October 2019)**. The project must be at least at substantial completion in order to qualify.

8. If the project is submitted from a team of people, all primary team members must be identified on the registration form under "team" including other Architects or firm names.

9. All entries must be submitted **WITHOUT** identifying marks, including company logos, texts, insignia or images. Submissions must remain anonymous to jury and therefore anything that can be used to identify the submission entry's author(s) will be disqualified.

RULES AND REGULATIONS

10. For jury purposes, **each registration is assigned a separate entry number**.

11. Entrants are not allowed to discuss details of their submissions with any of the judges directly whatsoever. Any attempt to do so, will result in immediate disqualification. All questions may be forwarded to **queensdesignawards@gmail.com**

12. Entrants must identify the project category (see Award Categories) under which they are submitting. You cannot submit a project under more than one category. **If a project is submitted with dual categories selected, the submitter elects to give rights to the Design Awards committee to select the single category it belongs to**. The jury has the discretion to give an award in a different category than the one selected by the entry submitter. The jury is not required to give awards for each category.

13. The selection of the jury is determined by the Design Awards Committee and is approved by the Board of Directors. The jury will not be local to Queens.

14. All photo credits must be provided and forms completely filled out.

15. All materials must be legible.

16. **All projects submitted must be located within Queens to qualify. The only exception to this rule applies to categories Beyond Queens/International, Unbuilt or Student category.**

17. **Any deviation from Submission Rules and Regulations will result in automatic disqualification.**

AWARD CATEGORIES

Judging Criteria

Each entry will be judged for the success with which the project has met its individual requirements. Entries will be evaluated individually, and not in competition with others. The jury uses anonymous written and visual material submitted for their analysis. There will be no site visits, so it is imperative that the information provided clearly and accurately describe the project. Jury considerations include design quality, functional utility, economy, environmental harmony, sustainability, accessibility, aesthetic delight, creativity, craftsmanship and innovation.

In addition:

- The building's character: integration of materials in a cost effective manner, ease of use to best serve the client, ability to draw people in to explore, experience and welcoming feeling

- Overall integration of the project at the urban scale; how the project relates to the community and its users

- How the project's design and functionality serves the client as facilitated by its attention to details

- Attention to energy/water conservation and applicable environmentally friendly materials and design methods

- Life cycle cost and maintainability

- Additional criteria may be established by the jury at the time of their review

Project authorship will remain concealed throughout the deliberations of the jury. Each entry will only be identified by the assigned number shared with submitter upon registering.

If the authorship is revealed on any images, plans, captions, or narratives provided, the entry will be disqualified.

AWARD CATEGORIES

The following categories will be considered by the jury:

Residential (3 categories)
1-2 Family Residential
Multi-Family/Multiple Dwellings Residential
Mixed-Use Residential

Institutional (2 categories)
Government - Agency or city affiliation including public Works, Healthcare, Educational or Recreational
Private - Community/Civic including museums, educational and not-for-profit

Commercial/Industrial (2 categories)
Small Projects (less than 5,000 SF)
Large Projects (more than 5,000 SF)

Additions/Renovations (1 category)
Modifications to an existing structure

Urban Planning/Design (1 category)
An urban environment or urban element design displaying multiple design disciplines, completed or
planned/unbuilt

Adaptive Reuse/Historic Preservation (1 category)
Projects displaying design excellence in the salvage and/or renovation of a significant historic structure.
Original architects must be identified as part of the submission

Interiors (1 category)
Projects with interior space design

AWARD CATEGORIES

International (1 category)
Projects must be located beyond the boundaries of Queens, an International location.

Pro-Bono (1 category)
Projects for which licensed architect(s) involved received no financial compensation

Unbuilt (1 category)
Projects commissioned to an Architect and completed through schematic design or beyond, but not built. For projects that have been part of a design competition OR conceptual in nature. Associate AIA members may submit to this category if it's a competition project without the need of a licensed Architect in their team (please indicate it is a competition project in your submission).

Student (For student entries only)
Projects completed by students that have a site in Queens and fit into one of the subcategories below.
- Residential (Any Type)
- Commercial/Industrial (Any Type)
- Urban Planning/Design
- Interior Design
- Institutional– Public Works, Healthcare, Educational or Recreational
- Institutional– Community/Civic/Nonprofit

ELECTRONIC SUBMISSION GUIDELINES

The digital submissions will be forwarded to the jury, minus the Project Checklist, the Photographer Release Form and the Project Information Sheet (Parts 1–3) which will be removed by staff prior to jury review). Parts 4–6 must be completely anonymous. The entry will be disqualified if it contains the firm name, architect names or previous awards for the projects. All parts (1–6) must be submitted with the entry number provided in the confirmation email. Refer to the appendix section for detail information on each part.

Part 1:   **Project Checklist (PDF)**

Part 2:   **Photographer Release Form and Publicity Agreement (PDF)**

Part 3:   **Project Information Sheet (Word Document and PDF)**

Part 4:   **Narrative (Word Document and PDF)**

Part 5:   **Questionnaire (Word Document and PDF)**

Part 6:   **Digital Project Images (JPG)**
Part 6A – Final Construction / Presentation Photos OR Renderings (if unbuilt)
 150 dpi for digital purposes / *300 dpi for print purposes
Part 6B – Design Drawings
 150 dpi for digital purposes / *300 dpi for print purposes

DEVIATION FROM THE SUBMISSION REQUIREMENTS
WILL RESULT IN IMMEDIATE DISQUALIFICATION

All submission files must be places in a zip folder labeled after your Project Name: For example: Project Name.zip
No discerning information including Architect and/or Firm Name in the file naming. (All concealed information will be included on your online form when submitting an entry). Use the same Project Number and Project Name for ALL files submitted. Note that submissions must not exceed 15 mb per entry total.

By submitting a project for consideration, the submitting architect represents and warrants to AIA Queens that he or she has provided a complete list of all those substantially contributing to the design of the project.

Failure to provide a complete list may result in disqualification and/or a referral of the matter to the appropriate ethics body of the national office of the AIA. The AIA Queens Chapter accepts no responsibility for incomplete lists.

If any of the above is not included in the entry at the time of submission, the entry will be disqualified.

Each entry submission (per category) requires a separate registration. Registration is non-refundable.

Liability: AIA Queens assumes no liability for original drawings and submission materials or loss or damages to any part of the submission. AIA Queens retains the right to reproduce any of the submission materials in its publication, educational programs, and digital platforms including but not limited to websites and social media platforms. By making a submission, the entrant agrees that the information contained in the submission is correct and complete, and that the entrant will not hold AIA Queens liable for any and all damages arising out of the use of the information contained herein. Any errors or omissions are the complete responsibility of the entrant.

Questions: queensdesignawards@gmail.com