

2024 Design Awards Call for Entries

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.

DATES + DEADLINES

April 8 Call for Entries announced

May 6 Registration fees increase

June 14 Submissions deadline, 11:59PM

Sept 26 Awards Celebration, Capitol Center for the Arts, Concord, NH

FEES

First project entry: \$130

Additional project entries: \$100

Students: free

Registration fees increase by \$100 on May 6.

All projects must be registered to be eligible. Register your projects [here](#).

All fees are non-refundable and must be paid online via credit card.

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

CRITERIA

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 jury may elect to honor projects by building type or other categories or may choose to make no such distinction. The jurors' decisions will be based solely on the materials submitted.

GENERAL ELIGIBILITY FOR ALL SUBMISSIONS

- This program recognizes and honors excellence in architectural design by **registered, licensed architects who are members of AIANH**. It also recognizes work by students with either a permanent residence in NH or who are attending school in NH.
- 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 not currently a member, complete the [AIANH Component Allied Membership form](#) and send it with payment to the AIANH office: bkastel@aianh.org
- Built projects substantially completed after January 1, 2014 are eligible.
- 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.
- Each entrant may submit any number of eligible entries with the appropriate fees for each entry.

ELIGIBILITY SPECIFIC TO THE Rick & Duffy Monahan Award for Design Excellence in Architectural Restoration and Preservation

The award promotes outstanding and exemplary historic preservation projects as defined by their sensitivity to an historic structure and its surrounding environment; the quality of architecture, workmanship, and materials; as well as the degree of challenge or accomplishment and the level of community support for the project.

The following project types are eligible:

- **Sensitive Addition/Alteration:** a project that successfully integrates an addition/alteration within the architectural style of a building and complements the context and character of an historic district, neighborhood, or specific area.
- **Adaptive Reuse:** a project that creatively achieved the reuse of an existing structure originally used for another purpose. The project must have undertaken at least substantial rehabilitation.
- **Appropriate New Construction:** a new structure that, through its design and use of building materials, enhances the quality of the built environment. The project must have a positive impact on its immediate surroundings, including historic district, neighborhood or specific area.
- **Innovative Solutions in Preservation:** Showing sensitive and creative solutions incorporating issues of sustainability, adaptive reuse and integration of accessibility improvements.

The Secretary of the Interior's [Standards for Rehabilitation and the Guidelines for Rehabilitating Historic Buildings](#) will be considered in evaluation for this award.

Standards for Rehabilitation

- A property will be used as it was historically or be given a new use that requires minimal change to its distinctive materials, features, spaces and spatial relationships.

- The historic character of a property will be retained and preserved. The removal of distinctive materials or alteration of features, spaces and spatial relationships that characterize a property will be avoided.
- Each property will be recognized as a physical record of its time, place and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties, will not be undertaken.
- Changes to a property that have acquired historic significance in their own right will be retained and preserved.
- Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved.
- Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture and, where possible, materials. Replacement of missing features will be substantiated by documentary and physical evidence.
- Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.
- Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.
- New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work will be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment.
- New additions and adjacent or related new construction will be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

ELIGIBILITY SPECIFIC TO Unbuilt Projects

This award recognizes unbuilt architectural designs of any project type, including purely theoretical projects.

- Unbuilt architectural designs of any project type are eligible including purely theoretical projects and unbuilt, client-sponsored projects (buildings, interiors, transportation infrastructure, monuments, etc. – all project types). Projects under construction or otherwise apparently assured of construction are not eligible.
- There are no restrictions on the presumed or imagined location of projects. The intent is to invite unbuilt work by practicing design professionals, design educators, and design students.

ELIGIBILITY SPECIFIC TO Small Projects/Small Firms

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

- 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**.
- **New construction and renovations** are equally acceptable.

SUBMISSION REQUIREMENTS

- Project Name
- Project Category
- Project Location
- Completion Date
- Project Architect or Project Designer for Student Entries Architect of Record
- Architecture Firm/Sole Proprietor Name
- Architecture 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.

AIA COTE Sustainability Document

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 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.

Failure to adhere to all eligibility and submission requirements will result in removal from consideration by the jury.

AFFIRMATIONS

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

Information and illustrations for any project receiving an award or chosen for inclusion in any award citation will be taken from the information and materials submitted by the Entrant. There may be no further communication with an entrant prior to the announcement of an award. Accuracy, therefore, is essential.

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.

2024 AIA New Hampshire Design Awards Permission for Textual and Visual Work

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 in DRAFT status until you submit it and you can continue to save and return to it for editing. After you submit it, no further modifications can be made.

You may submit multiple projects to this awards program. Projects must be registered and paid for in advance. If you submit multiple projects, remember to select the discounted, subsequent entry fee after the first entry. Once you have completed the registration form, you will receive a link to Submittable where you will complete your project submissions.

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 submissions?

Yes. However, you must submit your first submission before starting on a new one. If you would like to work on multiple submissions at the same time, you will need to submit them under separate Submittable accounts with unique email addresses.

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.