

2023 Design Awards

AIA Rochester is pleased to announce our 2023 Design Awards! The Design Awards is an ongoing program that encourages excellence in architectural design, makes the public more aware of our built environment, and honors owners, designers, and construction teams of successful projects.

Our 2023 event will be in person at the Memorial Art Gallery on Thursday evening, June 15, 2023.

Eligibility

Please see the [AIA Rochester 2023 Design Awards Call for Entries](#) for full eligibility requirements.

All works must have been completed after [January 1, 2018](#) to be eligible for submission.

Each entrant may submit any number of entries. Submitting architect(s) and interior designer(s) must be responsible for the design of the submission, either solely or in collaboration with another design professional. Design professionals that did not provide a meaningful contribution to the design of the submission are not eligible to submit an entry but must be acknowledged in the submission. Collaborative local design teams may enter joint submission(s) as a team, or individually by submitting a written release from the other Rochester area design professional(s) involved in the design of the submitted project.

Digital Format:

All registrants will be provided a link to an individual, private, secure Google Drive folder where they must place a completed digital submission by the deadline. In the event of technical difficulties accessing or utilizing the Google Drive folder, contact AIA Rochester **before** the submission deadline for alternate arrangements.

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Submission Requirements: PowerPoint Template

- Download the Submission Template PowerPoint file from your Google Drive folder and be sure the file is named with your submittal number (ex: 2023-XX.ppt).
- (Each project submitted must have a separate PowerPoint file and be designated with the assigned submittal number, in its proper folder.)
- Each project submittal file size must not exceed 20 MB. Files that exceed the size limit will be rejected.
- DO NOT change the layout/orientation or dimensions of the slides. This includes the background color of the slides, which should remain white. Slides shall be composed at the discretion of the submitter, including images and text as appropriate. Design approach shall be expressed within the limits of the available slides.
- **Slides 1-4 are for instructional purposes only and should not be included in the submittal.**
- **Slide 5** is the Project Title/Project Data slide. The Project Title/Project Data slide must be the first slide of each presentation and shall contain the information requested. Withholding sensitive information, such as project cost, due to owner confidentiality concerns is acceptable. In such a case, provide as much description as possible.
- **Slide 6** is the Project Description/Narrative slide.
- **Slide 7** addresses the AIA's Framework for Design Excellence.
- **Slide 8** addresses the AIA Rochester Community Impact Award.
- Provide a minimum of eleven (11) and a maximum of twenty-two (22) slides, including the Project Title/Data slide, the Project Description/Narrative Slide, the Framework for Design Excellence, and the Community Impact slide(s). Place the submittal number provided by AIA Rochester into the text box on the lower right of each slide. Copy **slide 9** in this template as many times as needed to hold submitted images/text.
- More than one image may be placed on each slide if desired. DO NOT use slide transitions or animations in your submittal. Please use high quality images. At least two (2) color or black and white photographs must be used; there is no maximum beyond space limitations as outlined above.
- Note: If you have multiple photographers, indicate appropriate photo credit with each photograph, whether provided in-house or by a professional photographer, **on the PowerPoint version of the submission**. Use only photographs authorized to be utilized by AIA Rochester for the purposes of promoting the Design Awards and our chapter, including but not limited to print and social media.

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Submission Requirements: Images Required in the PowerPoint Template

- A site plan showing the relationship to adjacent buildings or spaces is mandatory.
- Diagrammatic floor plans, elevations, and sections as required to explain the project and the design intent are mandatory.
- All floor and site plans should be oriented in the same direction and should include a north arrow. All plans, elevations and sections should include a graphic scale.
- If the project is a renovation or addition, including those submitted in the Interiors category, “before and after” construction photographs are mandatory.
- Images of development sketches are acceptable and encouraged if they help convey the design intent, but they must be in addition to the minimum requirements.
- Name the preferred image for use in promotion “2023-xx.xxxx.jpg”. Preferred but not required for all images to contain project number prefix.
- Photographer’s credit/release information will be submitted via the Google Form.

Submitting Your Project

- Refer to the **Checklist**, provided in your Google Drive folder. This is for your use and should not be part of the submittal.
- Complete the **Google Form** with additional project information – the link is provided in the Checklist.
- Upload all images used in the presentation in the Image Folder as **jpgs**, named as indicated on **your Google Form**. Include **jpeg images** of all site plans, floor plans, elevations, etc. that are included in the Submission Template.
- Upload your completed Submission Template as a native PowerPoint file (**.ppt**). **This is for AIA Rochester’s use.**
- Upload the completed PowerPoint as a **.pdf file** and upload that as well. **This will be submitted to the jury.**
- AIA Rochester accepts no responsibility for incomplete submissions. Failure to comply with the above Submission Requirements will result in disqualification. All material is submitted at the risk of the entrant.
- **Final deadline for all submissions is Thursday, January 19, 2023 at 12:00 p.m.**

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Digital Format:

All registrants will be provided a link to an individual, private, secure DropBox folder where they must place a copy of their submission by the deadline. In the event of technical difficulties accessing or utilizing the DropBox folder, contact AIA Rochester **before** the submission deadline for alternate arrangements.

A signed release from all professional photographers whose images are included must be provided to AIA Rochester, giving permission for AIA Rochester to use all submitted images at the AIA Rochester Design Awards presentation, for the production of awards plaques, for use on social media, for distribution through the media such as the AIA Rochester Newsletter and the Rochester Business Journal, and for display at various public spaces throughout the upcoming year. A copy of the required waiver is provided to all registrants in their DropBox folder.

All submissions shall be uploaded in .PPT format only, except for the forms, which should be submitted in their native format (not as .pdf).

Presentation Board Requirements:

Presentation Boards for winning submissions are mandatory but are welcomed and encouraged for all submittals. Presentation Boards will be due closer to the event. More information will be provided by early spring. Please do not have boards printed before receiving further clarifying instructions from AIA Rochester.

Questions: Questions may be directed to AIA Rochester by calling (585) 232-7650 or emailing Linda Hewitt at lhewitt@aiaroc.org.

Cancellation Policy: Entries may be cancelled up to noon on **December 16, 2022** less a \$50.00 administrative fee. All cancellation and refund requests must be made in writing to AIA Rochester.

Visit our website at www.aiaroc.org/2023-design-awards for the 2023 Design Awards schedule and ongoing updates.