DEADLINES
Registration Deadline: June 1, 2020 by 11:59pm Pacific Time
Submission Deadline: July 6, 2020 by 11:59pm Pacific Time

FEES
There is a non-refundable entry fee of $395 per each Design Awards entry and an entry fee of $250 per each Design Awards, Small Project entry. This fee must be paid online at the time of registration. Refunds will not be given for entries that are disqualified, late, or incomplete. Credits will not be given for future submissions.

ELIGIBILITY
- Architects with a California license may submit built projects located anywhere in the world
- Architects licensed in other states may only submit built projects located in California
- Submissions must be built projects completed on or after January 1, 2015

SUBMISSION REQUIREMENTS
Each completed submission package must follow these guidelines. Your entry will be disqualified if it does not contain the required elements:

- Full Project Portfolio
- Completed Common App
- Do Not Reveal Firm Name or Architect

CATEGORIES
You will select which category your built project falls under. While a Design Award is not given based on category, projects with the same category will be looked at together.

- Adaptive Reuse, Renovation or Historic Preservation: Renovations of existing buildings, renovations or preservations of existing buildings, historic preservation of building with a historic background, or buildings where the original intent has been transformed for a new purpose
- Mixed-Use: Buildings with commercial and residential properties
- Single Family Residential: Any residential space intended for one family
- Multi-Family Residential: Any residential space intended for two or more families. This category should not include university dorms, hotels, or any other commercial, institutional or education project
- Institutional/Education: Hospitals, medical centers, all types of schools, universities and campuses
- Large Civic Projects: Courthouses, law enforcement facilities, and community centers
- Commercial: Hotels, large corporate offices, and retail spaces
- Interior Architecture: Tenant improvements and any project where the interior of a built project has been updated and enhanced
- Small Project, Object: Projects under $500,000 fabrication and installation budget. This could include an art sculpture or art installation
- Small Project, Structure: Projects under a $1,000,000 construction budget. This could include a pool house or accessory dwelling unit

PORTFOLIO GUIDELINES
- Submitted in PDF format, landscape orientation. No more than 8MB and 12 pages. Project ID numbers are not required. Please keep your project title to a minimum and list the name as you would want it shown in a winner announcement, should your project be selected. Include the correct name and spelling of the Firm and Architect of Record in Submittable with how you want it reflected on the award certificate, should your project be selected.
- Page 1: A readable site plan with North arrow indicated clearly
- Page 2: At least one floor plan, but no more than two
- Page 3: Project sections and elevations
- Page 4: Include at least one sustainable design strategies diagram with a brief description of strategies used
- Pages 5 – 12: Project Photos
  - Must be clear and concise, with a high resolution
  - Limit of 4 photos per page
  - No renderings or concepts (must be built projects)
  - Recommended to include at least one picture of the project within the surrounding area for context
  - For the adaptive reuse/historic preservation category: must include a minimum of one before and one after picture (preferably side by side on one page)
  - For the interior architecture category: must include at least one exterior picture to give context to the project’s surroundings