DEADLINES

Early Bird Registration Deadline*: March 22, 2024 by 11:59pm PST
Final Registration and Submission Deadline: April 19, 2024 by 11:59pm PST
***PLEASE NOTE:** there is NO separate submission deadline this year.*

WEBINAR

Common Application Webinar: March 27, 2024 at 12:00PM PST
This year AIA California is hosting a webinar to review the Common Application. Come join us as we review the form in depth, answer questions, and discuss common mistakes caught by the Common Application Review Jury.
Join Us

FEES

All fees are non-refundable. Please review eligibility prior to registering for awards. 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.

Early Bird Registration	Amount	Normal Registration	Amount
AIA Member Fee	$350.00	AIA Member Fee	$420.00
AIA Member Small Project Fee	$250.00	AIA Member Small Project Fee	$300.00
Non Member Fee	$550.00	Non Member Fee	$625.00
Non Member Small Project Fee	$430.00	Non Member Small Project Fee	$500.00

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, 2017

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
- Does Not Reveal Firm Name or Architect

CATEGORIES

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 considered 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, 8.5x11 landscape orientation. No more than 8MB and 12 pages. No firm name. Preferred file nomenclature: 2024_DA_Project Name

- Page 1: Cover Page with Project name and location (Do NOT include firm name anywhere in PDF)
- Page 2: A readable site plan with North arrow clearly indicated
- Page 3: At least one floor plan, but no more than two
- Page 4: Project sections and elevations
- Page 5: Include at least one sustainable design strategies diagram with a brief description of strategies used
- Pages 6 – 12: Project Photos
    - o Must be clear and concise, with a high resolution
    - o Limit of four (4) photos per page
    - o No renderings or concepts (must be built projects)
    - o Recommended to include at least one picture of the project within the surrounding area (for context).
    - o 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)
    - o For the interior architecture category: must include at least one exterior picture (to provide context to the project's surroundings).

COMMON APPLICATION

AIA California is aligned with AIA's [Framework for Design Excellence](#) with the integration of 10 key principles into the award program requirements. While California leads the nation with the implementation of zero carbon standards and codes, the Framework identifies specific metrics to evaluate buildings that illustrate progress toward a zero carbon, equitable, resilient, and healthy built environment.

AIA California's Design awards follows AIA's Design Excellence criteria using the Common App. Submittals are encouraged to highlight project performance through narratives and metrics in the Common App.

Prior to the Design Awards Jury, each project will be reviewed by a Common Application Review Jury; multiple panelists will review each project's success in achieving sustainability and building decarbonization goals; the average score, along with technical review comments, will be forwarded to the Design Awards Jury. *(Important note: providing incorrect information or failing to provide information will result in a lower technical review score; projects with low scores may not be awarded by the Design Awards Jury).*

When completing the Common App, pay particular attention to Measure 6, Design for Energy and be sure to provide the correct EUI information. EUI information can be obtained from energy models or LEED (or similar) documentation. If T24 Compliance documentation was used, see the instructions and calculator for calculating site EUI from T 24 compliance documentation.

AWARDS

The Jury has the discretion to recognize all projects with any of the following awards **Honor, Merit and Citation.** Please note there is no Climate Action Award or Special Commendations for 2024. Past Special Commendations may be resubmitted for another award so long as they have not received any other award within the Design Award program for that project.

Award recipients and non-recipients will be notified in mid-July. An award celebration will be held towards the end of the calendar year.