



2023 Architectural Excellence Design & COTE Awards

CALL FOR SUBMISSIONS

The 2023 AIA Pennsylvania Architectural Excellence Design & COTE Awards program is accepting eligible project submissions through 11:59 pm Thursday, August 3, 2022.

AIA Pennsylvania celebrates the great work that Pennsylvania's architects are doing to affect positive social, environmental, and economic outcomes for their clients and communities.

The AIA Pennsylvania Architectural Excellence Design Awards celebrate the exemplary design achievements of members and the impact of architecture regardless of budget, size, style, or type. Projects honored with Architectural Excellence COTE Awards will have exhibited excellence in the AIA Framework for Design Excellence measures that indicate how buildings perform for the health and wellness of the occupants, communities, and the environment they serve.

All submissions will be featured in the 2023 Architectural Excellence Design & COTE Award Gallery. Finalists will be notified in October. [View 2022's submissions, finalists, and recipients.](#)

The 2023 Architectural Excellence Design & COTE Awards will be celebrated during the 2023 Architectural Excellence Awards Broadcast and Viewing Parties set for Thursday, November 16, 2023. Recap the [honors from last year](#) with a [replay of the 2022 broadcast](#).

ELIGIBILITY

A project may be submitted to the AIA Pennsylvania Architectural Excellence Design & COTE Awards program provided it adheres to the following criteria.

SUBMITTING FIRM

The submitting firm must be the Architect of Record* and/or the Design Architect. In the case of multi-office firms, eligible projects are limited to work done primarily by the Pennsylvania-based office, as Architect of Record and/or Design Architect.

AIA MEMBERSHIP

The submitting firm, as Architect of Record and/or Design Architect, must have at least one Principal that is a current AIA Pennsylvania architect member.

COMPLETION OR COMMISSION DATE

All eligible projects must have been completed (occupied) or commissioned (unbuilt category) within the last five (5) years, or after January 1, 2018.

* The AIA National Ethics Council typically views the Architect of Record as the legal entity that has contracted for and completed the work in question. It can be a corporation, partnership or an individual architect.

ENTRY FEES

The cost per design awards project entry for 2023 is \$235. Projects entered in the Design Awards program are eligible to compete in the Architectural Excellence COTE Awards program at no additional fee.

JURIES

The Design Awards jury evaluates all entries based on how projects have met their respective program requirements with consideration of design achievement and impact regardless of budget, size, style, or type. Each jury comes to the table with their own set of personal and collective criteria when assessing projects. [Learn more about the jurors and what they seek in this year's submissions.](#)

The separate COTE Awards jury boasts expertise, familiarity, and a background in the [Framework for Design Excellence](#) to evaluate a projects' performance through the lens of the framework's principles, emphasizing sustainable, resilient, and inclusive design.

PROJECT CATEGORIES

Projects should only be submitted in one Architectural Excellence Design Awards category. Please use your discretion to submit the project in the category that you feel best represents the project. The jury has the discretion to recategorize projects if they deem the project more worthy of assessment or recognition in another category.

ARCHITECTURE

Built projects including new buildings of all types including additions and alterations to existing buildings including but not limited to commercial, institutional, mixed-use, multi-family, and educational projects.

IMPACT DESIGN

Projects that exemplify the power of design to create a better world. Impact Design Projects will be evaluated for their service to the public good, especially in disadvantaged communities. Examples include initiatives and products specifically designed to positively impact the social, environmental and economic fabric of communities.

INTERIOR ARCHITECTURE

Interiors, large or small in scope, and may involve new construction, renovation, and preservation or restoration projects.

PRESERVATION ARCHITECTURE

Projects including historic preservation, historic restoration, historic rehabilitation, reconstruction, and adaptive reuse.

REGIONAL AND URBAN DESIGN

Recognizes the best in urban design, regional and city planning, and community development.

SINGLE FAMILY RESIDENTIAL DESIGN

Single-family residences, accessory buildings or Accessory Dwelling Unit (ADUs), and additions.

SMALL PROJECT

Project submissions in the small projects category are limited to small firms of nine (9) or fewer full-time or full-time equivalent employees at the time of the project's completion.*

Additionally, projects must meet the following criteria:

- Small project construction up to \$1.5 million in construction cost and/or
- Small project construction, object, work of environmental art or architectural design under 5,000 square feet

*If your firm does not fit the small firm criteria for this category, please consider entering it in the Architecture, Impact Design, or Residential project categories.

UN-BUILT

Projects yet to be realized or canceled. A client must have commissioned these projects within the last five years.

RE-SUBMIT PAST PROJECTS

If you've entered a project in the AIA Pennsylvania Architectural Excellence Design & COTE Awards in recent years (2020-2022) and it is still eligible for submission, you are encouraged to consider resubmitting it with ease through the submission platform. Log in with your existing applicant account using the [unique resubmission link](#).

You will be prompted to select the dropdown "2020 OR 2021 OR 2022 Architectural Excellence...." Hit search and any previous submission(s) should populate, hit the "Use this application" blue text link any fields and uploads from your 2020 – 2022 submission(s) will be auto-populated into a new submission for entry in 2023's program.

Please note that a few fields are new or updated and will require your input to finalize the submission. Also, any fields copied over from the previous submission may be edited. Additionally, entry of the project, if applicable, in the opt-in COTE Awards will require a fresh assessment download and re-upload. Please review all fields for accuracy from the duplication and "add to cart" to checkout and finalize your submission.

ARCHITECTURAL EXCELLENCE COTE AWARDS

COTE AWARDS ELIGIBILITY

To be eligible for this year's Architectural Excellence COTE Awards, a project(s) must meet the eligibility criteria for the Architectural Excellence Design Awards and must be submitted to the Architectural Excellence Design Awards program in one of the following categories: Architecture, Impact Design, Interior Architecture, Preservation Architecture, Regional and Urban Design, Single Family Residential, Small Project, or Un-Built. Projects will now have two opportunities for recognition – a Design Award and a COTE award.

With this eligibility requirement, AIA Pennsylvania aims to emphasize that the highest standards of design excellence go beyond aesthetics and programming to include building performance measures that indicate community connection, resilience, and stewardship of the natural environment.

The COTE Awards remains an opt-in program with a separate jury review and assessment. The [Framework for Design Excellence Assessment**](#), the criteria for the awards program, is based on the [AIA's Framework for Design Excellence](#).

As in years past, the assessment criteria are identical to AIA Philadelphia Design Awards "Framework to Design Excellence/Sustainability Form," required for the [AIA Philadelphia Design Awards](#). If your firm intends to participate in Philadelphia's Design Awards in 2023, we strongly encourage you to complete the state chapter assessment to familiarize yourself with Philadelphia's required assessment criteria.

**The assessment will be available for download in the COTE Awards segment of the submission form and on the [assessment page of the submission site](#). Any technical updates to the assessment will be posted in these two locations.

COTE AWARDS OPT-IN PROCESS

If you intend to submit your project to the Architectural Excellence COTE Awards, you must opt to do so simultaneously with your submission to the Architectural Excellence Design Awards in the submission platform.

Complete the fields on the "Submitter Information" page and advance to the "Project Information" page where you will be prompted to select a dropdown item under the "Award Program and Project Category Selection" field.

Please select the "2023 Architectural Excellence DESIGN AWARDS" program and project category in the next dropdown field. There will be a link that appears under the project category description that reads "Add Another Award Program and Project Category Selection." Please select the "2023 Architectural Excellence COTE AWARDS" dropdown and proceed with the submission.

SUBMITTER & PROJECT INFORMATION

After creating an account and logging in, applicants will be able to preview and save their submission(s) as they work to complete the submission. Applicants may log back in at any time to complete the submission before the submission cutoff date. Applicants will not be asked to process payment via PayPal until all required fields are complete, the submission has been added to the cart, and the applicant proceeds to checkout.

All submission materials must be blind including file names for jury review material uploads. Please double-check your materials. Submissions whose materials indicate a firm affiliation will be disqualified.

Preview the required and optional fields for the submitter information, project information, and project images in the table below. Asterisks in the table below denote a required field.

SUBMITTER INFORMATION	
Submitter Contact	<p>The submitter contact will be the primary contact for questions and notifications about the project submission(s).* This contact is auto-populated with the user account registration information to allow for starting, pausing, and saving the submission as the applicant works to complete it.</p> <p>If you participated in the Architectural Excellence Design, COTE, or Special Awards (2020-2022), the account you created via your e-mail address is still on file and retains your previous submissions/nominations. If you cannot recall your password, there is a self-service “lost password” feature in the submission/nomination portal. If you cannot recall which e-mail address you or your firm used previously to register an account and manage your submissions/nominations, please reach out to Olivia at operry@aiapa.org or 717.265.3443.</p> <p>A “manage collaborators” button is located in the top left corner of the submission site. The primary submitter may add collaborators to view and edit an application. Only one user can edit a submission at a time. The primary submitter can submit or finalize the application.</p> <p>*Additional contact information verifying eligibility and architectural credit(s) is requested in the PROJECT TEAM & COLLABORATOR INFORMATION portion of the submission form.</p>
	First Name*
	Last Name*
	Firm Name*
	Title*
	Phone #*
	Email Address*
PROJECT INFORMATION	

PLEASE NOTE	<p>If you intend to submit your project to the Architectural Excellence COTE Awards, you must opt to do so simultaneously with your submission to the Architectural Excellence Design Awards.</p> <p>From the dropdown in the field below, please select the “2023 Architectural Excellence DESIGN AWARDS” program and project category in the sub-dropdown field. After you have selected the project’s design awards category, a link in blue text will appear under the project category description that reads “Add Another Award Program and Project Category Selection.” Please select the “2023 Architectural Excellence COTE AWARDS” dropdown and proceed with the submission.</p>
Award Program and Project Category Selection*	<ul style="list-style-type: none"> ○ 2023 Architectural Excellence DESIGN AWARDS <ul style="list-style-type: none"> ○ Select project category: Architecture, Impact Design, Interior Architecture, Preservation Architecture, Regional and Urban Design, Single Family Residential, Small Project, or Un-built ○ 2023 Architectural Excellence COTE AWARDS (OPTIONAL)
Project Title*	This is the name that will be included in all publications should this project be an award recipient. Project titles that credit a firm/architect will be disqualified.
Project Stats / Project Location*	Street Address Line 2 City Country State Zip
Project Stats / Conditioned Project Area*	What is the gross conditioned floor area (sq. ft.) of the project? (express as sq. ft. in number only)
Project Stats / Project Size Range*	Select the projects' size category based on the conditioned project area entered above. <ul style="list-style-type: none"> ○ Small (< 5,000 sq. ft) ○ Medium (5,000 – 50,000 sq. ft) ○ Large (> 50,000 sq. ft) ○ N/A - Regional and Urban Design
Project Stats / Unconditioned Project Area*	What is the gross unconditioned floor area (sq. ft.) of the project? (express as sq. ft. in number only)
Project Stats / Total Project Area*	What is the total area (sq. ft.) of the project? (express as sq. ft. in number only)
Project Stats / Number of Stories*	
Project Stats / Total Site Area*	What is the total site area (sq. ft.) of the project? (express as sq. ft. in number only)
Project Stats / Project Budget*	Enter in numerical dollar format. \$1.5 million should be expressed as \$1,500,000.

	This field is required if the project is being entered in the "Small Project" category.
Project Stats / Project Budget (If Withheld from Publication)*	<p>Enter in numerical dollar format. \$1.5 million should be expressed as \$1,500,000.</p> <p>If your firm wishes to keep the budget private, for internal jury reference only, please input the budget here and input "Withheld from Publication" in the "Project Budget" field above.</p> <p>If your firm is comfortable publishing the budget, please input the budget amount in the field above, and input "N/A" here.</p>
Project Stats / Project Cost*	What is the cost per square foot for this project (report in USD/sq ft)?
Project Stats / Project Cost (If Withheld from Publication)*	<p>What is the cost per square foot for this project (report in USD/sq ft)?</p> <p>If your firm wishes to keep the cost private, for internal jury reference only, please input the cost here and input "Withheld from Publication" in the "Project Cost" field above.</p> <p>If your firm is comfortable publishing the cost, please input the cost amount in the field above, and input "N/A" here.</p>
Project Stats / Completion Date*	For the Un-Built category, please indicate the date of project commission.
Project Stats / What is the primary use/type of the project?*	<ul style="list-style-type: none"> Bank/Financial Institution Courthouse Data Center Education – College/University (campus-level) Education – General Education – K-12 School Food Sales – Convenience Store (w/ or w/out gas station) Food Sales – General Food Sales – Supermarket/Grocery Food Service – Fast Food Food Service – General Food Service – Restaurant/Cafeteria Health Care – Clinic Health Care – Hospital Inpatient Health Care – Medical Office Health Care – Nursing/Assisted Living Health Care – Outpatient – General Laboratory – recommend use of Labs21 Lodging – General Lodging – Hotel/Motel Lodging – Residence Hall/Dormitory Mixed-Use Office – Small (< 10,000 sf) Office – Medium (< 100,000 sf)

	<p>Office – Large Other Parking Public Assembly – Entertainment/Culture Public Assembly – General Public Assembly – Library Public Assembly – Recreation Public Assembly – Social/Meeting Public Safety – Fire/Police Station Public Safety – General Religious Worship Residential – Mobile Homes Residential – Multi-Family, 2 to 4 units Residential – Multi-Family, 5 or more units Residential – Single-Family Attached Residential – Single-Family Detached Residential – Mid-Rise/HIgh-Rise Retail – Mall Retail – Non-mall, Vehicle Dealerships, misc. Retail Store Service (vehicle repair/service, postal service) Storage – Distribution/Shipping Center Storage – General Storage – Non-refrigerated warehouse Storage – Refrigerated warehouse Warehouse – Self-storage</p>
<p>Project Stats / Which of the following best describes your project site?*</p>	<ul style="list-style-type: none"> ○ Brownfield ○ Not previously developed ○ Previously developed
<p>Project Narratives / Project Design Overview *</p>	<p>Please describe your project emphasizing elements of design achievement including project intentions, programming requirements, cost data, and the distinguishing aspects of your resolution.</p> <p>It is recommended that the main points of this overview be reflected on Digital Project Binder's (PDF) Project Information Page, a narrative summary of the project and the inspiration/intent behind the project.</p> <p>Word Limit: 350</p>
<p>Project Narratives / Project Background & Impact*</p>	<p>Provide a summary of how the project came to be including the client's perspective from the start and what impact the project has made on the clients and the community.</p> <p>It is recommended that the highlights of this narrative be reflected in Digital Project Binder's (PDF) Project Information Page, a narrative summary of the project and the inspiration/intent behind the project.</p>

	Word Limit: 350
Project Narratives / Project Synopsis *	<p>Please condense your project overview, background, and impact to a synopsis not to exceed 70 words.</p> <p>Recipients' synopsis will be pulled for the broadcast production voiceover.</p> <p>Word Limit: 70</p>
PROJECT TEAM & COLLABORATOR INFORMATION	
Submitting Firm	<p>Submitting Firm Identification</p> <p>Please identify the "submitting firm" and AIA member contact for the project submission.</p> <p>The submitting firm must be the Architect of Record* and/or the Design Architect. In the case of multi-office firms, eligible projects are limited to work done primarily by the Pennsylvania-based office, as Architect of Record and/or Design Architect.</p> <p>The submitting firm, as Architect of Record and/or Design Architect, must have at least one Principal that is a current AIA Pennsylvania architect member.</p> <p>* The AIA National Ethics Council typically views the Architect of Record as the legal entity that has contracted for and completed the work in question. It can be a corporation, partnership or an individual architect.</p>
Submitting Firm Identification*	
Submitting Firm Credit*	<ul style="list-style-type: none"> <input type="radio"/> Architect of Record & Design Architect <input type="radio"/> Architect of Record <input type="radio"/> Design Architect
Submitting Firm Address*	<p>Street Address</p> <p>Line 2</p> <p>City</p> <p>Country</p> <p>State</p> <p>Zip</p>
Submitting Architect First Name*	
Submitting Architect Last Name*	
Submitting Architect Title*	
Submitting Architect Email Address*	

Submitting Architect Phone #*	
Submitting Architect AIA Member ID#*	
Submitting Architect Local AIA PA Chapter*	<ul style="list-style-type: none"> ○ AIA Bucks County ○ AIA Central Pennsylvania ○ AIA Eastern Pennsylvania ○ AIA Middle Pennsylvania ○ AIA Northeastern Pennsylvania ○ AIA Northwestern Pennsylvania ○ AIA Philadelphia ○ AIA Pittsburgh
Submitting Firm Information	All demographic counts provided are confidential, and only used for statistical purposes.
Submitting Firm Architecture Staff	Please input the # of architecture staff currently employed by the submitting firm. Please include all principals/partners, licensed architects, emerging professionals pursuing licensure, and non-licensed architecture staff not on the licensure path.
Submitting Firm Other Staff	Please input the # of other staff currently employed by the submitting firm. 0 is acceptable here.
Please indicate the categorical size of the submitting firm.	<ul style="list-style-type: none"> ○ Small (1-9 employees/total staff) ○ Midsize (10-49 employees/total staff) ○ Large (50+ employees/total staff)
Firm Marketing Contact	
Firm Marketing Contact First Name	
Firm Marketing Contact Last Name	
Firm Marketing Contact Title	
Firm Marketing Contact Email Address	
Firm Marketing Contact Phone #	
Project Team Credits*	<p>Please identify all firms involved in the project.</p> <p>The submitting architect must accurately and completely list all other parties (firms) including, but not limited to other Architects, Engineers, Interior Designers, Landscape Architects, Planners, and Programmers who were part of the project team, as well as the developer and Client/Owner (which may be an individual).</p> <p>In the event a project receives recognition, AIA Pennsylvania may contact collaborators to solicit support for the project's honor.</p>
Architectural Credits*	Please list all architectural firms that should be credited for public display should this project receive recognition. Architecture firms

	<p>and contacts should also be listed in the "Project Team Collaborator Credits" field.</p> <p>Format as 'Type of Architectural Credit: Firm Name'</p> <p>For example, see below.</p> <p>Architect of Record: Firm A Design Architect: Firm B Local Architect: Firm C Associate Architect: Firm D Collaborating Architect: Firm E Executive Architect: Firm F</p>
Project Team Collaborator Credits / Type of Service*	<p>Please note the type of service or project partner i.e. Associate Architect, Consultant, Engineer - Civil, Engineer - MEP, Engineer - Structural, General Contractor, Landscape Architect, etc.</p> <p>MAX 20 PROJECT PARTNERS MAY BE LISTED</p>
Project Team and Credits / Firm/Company Name*	
Project Team and Credits / Contact First Name*	
Project Team and Credits / Contact Last Name*	
Project Team and Credits / Contact Title*	
Project Team and Credits / Contact Email*	
Project Team and Credits / Contact Phone	
Client/Owner Information	
Would the client/owner like to remain anonymous?*	<ul style="list-style-type: none"> <input type="radio"/> No, the client/owner information may be made be published <input type="radio"/> Yes, the client/owner information is CONFIDENTIAL - NOT FOR PUBLICATION
Client/Owner Company/Organization*	
Client/Owner Contact First Name	
Client/Owner Contact Last Name	
Client/Owner Contact Email	
PROJECT PHOTOS & ARCHITECTURAL PLANS	
Project Photographs	Four (4) photographs of each project or digital renderings for unbuilt project categories are required. Captions are not required but encouraged.

	<p>Acceptable upload formats include jpg, jpeg, png. Max 25 MB upload file size.</p> <p>Entrants are encouraged to include these Images (photos/renderings) in the required DIGITAL PROJECT BINDER (PDF).</p> <p>Please indicate the priority of photos/renderings in each file name and by priority upload designated here; 1 being the preferred photo, 2 the next, etc. (for example DoeResidence_1).</p> <p>Photo #1 will be the default first choice used in all AIA publications, promotions, etc.</p> <p>File upload names and optional captions should not include any identifying firm information or credit. Entries that include identifying firm information or credit in either field are subject to disqualification.</p> <p>Each individual photo/rendering's credit field should only be inputted if the photographer/renderer credit is different from the primary photographer/renderer credited. The individual photo/rendering credit field for photos/renderings #1-4 may be skipped if the primary photographer/renderer is credited with all four (4) photographs/renderings.</p> <p>These photos/renderings will be used for digital promotion and the awards celebration. Additionally, images of each winning project will be used for unrestricted publicity by AIA Pennsylvania.</p>
Primary Photographer/Renderer Credit	Please provide the photographer/firm credit for the photographs/renderings. If the four photos/renderings have more than one photographer/firm credit, please fill out each credit field separately below for uploads #1-4.
Photo #1 Upload *	Acceptable upload formats include jpg, jpeg, png Max 25 MB upload file size
Photo #1 Caption	
Photo #1 Credit	
Photo #2 Upload *	Acceptable upload formats include jpg, jpeg, png Max 25 MB upload file size
Photo #2 Caption	
Photo #2 Credit	
Photo #3 Upload*	Acceptable upload formats include jpg, jpeg, png Max 25 MB upload file size
Photo #3 Caption	
Photo #3 Credit	
Photo #4 Upload*	Acceptable upload formats include jpg, jpeg, png Max 25 MB upload file size
Photo #4 Caption	

Photo #4 Credit	
Supplemental Project Photos	<p>A maximum of five (5) supplemental photos/renderings may be uploaded.</p> <p>Acceptable upload formats include jpg, jpeg, png. Max 25 MB upload file size.</p> <p>Entrants are encouraged to include these photos/renderings in the required DIGITAL PROJECT BINDER (PDF).</p> <p>These photos/renderings may be included in the winning projects' features during the awards celebration/broadcast.</p> <p>Please indicate the priority order of review of supplemental photos/renderings in each file name as uploaded by field #; 1 being the preferred photo etc. (for example DoeResidence_supp_1).</p> <p>File upload names and optional captions should not include any identifying firm information or credit. Entries that include identifying firm information or credit in either field are subject to disqualification.</p>
Supplemental Photo Upload #1	
Supplemental Photo #1 Caption	
Supplemental Photo #1 Credit	
Supplemental Photo Upload #2	
Supplemental Photo #2 Caption	
Supplemental Photo #2 Credit	
Supplemental Photo Upload #3	
Supplemental Photo #3 Caption	
Supplemental Photo #3 Credit	
Supplemental Photo Upload #4	
Supplemental Photo #4 Caption	
Supplemental Photo #4 Credit	

Supplemental Photo Upload #5	
Supplemental Photo #5 Caption	
Supplemental Photo #5 Credit	
Architectural Plans*	<p>A site plan and floor plan are required uploads. Please mark off the north arrow and provide a key.</p> <p>Firm credits included in the file upload names or identified on the plan images are subject to disqualification.</p> <p>Acceptable upload formats include jpg, jpeg, png. Max 25 MB upload file size.</p>
Floor Plan Upload*	<p>Upload the project's floor plan(s) in one image file (jpg,jpeg,png). Floor plans are not required for projects entered in the "Regional & Urban Design" category.</p> <p>Entrants are encouraged to include the floorplan in the required DIGITAL PROJECT BINDER (PDF).</p> <p>File name should be formatted as "projectname_floorplan"</p>
Site Plan Upload*	<p>Upload the project's site plan in one image file (jpg,jpeg,png).</p> <p>Entrants are encouraged to include the siteplan in the required DIGITAL PROJECT BINDER (PDF).</p> <p>File name should be formatted as "projectname_siteplan"</p>
Supplemental Architectural Plans	<p>A maximum of four (4) supplemental plans may be uploaded.</p> <p>Entrants are encouraged to include these plans in the required DIGITAL PROJECT BINDER (PDF). These plans may be included in the winning projects' features during the awards celebration/broadcast.</p> <p>Please indicate the priority order of review of supplemental plans in each file name as uploaded by field #; 1 being the preferred plan etc. (for example DoeResidence_supp-plan_1).</p> <p>Supplemental conceptual diagrams, elevations, floor plans, sections, and site plans (including North arrow) that enhance the understanding of the project are encouraged. These illustrative supporting uploads may be grouped on one canvas to convey an achievement/concept. Also encouraged are concept sketches that communicate the development of the project and or its method of construction.</p>

Acceptable upload formats include jpg, jpeg, png. Max 25 MB upload file size.	
Firm credits included in the file upload names, identified on the plan image, or included in the caption are subject to disqualification.	
Supplemental Plan Upload #1	
Supplemental Plan Upload Caption #1	
Supplemental Plan Upload #2	
Supplemental Plan Upload Caption #2	
Supplemental Plan Upload #3	
Supplemental Plan Upload Caption #3	
Supplemental Plan Upload #4	
Supplemental Plan Upload Caption #4	

JURY REVIEW MATERIALS | COTE AWARDS

The goal of the opt-in COTE Awards program is to recognize projects that demonstrate aesthetic excellence, programmatic appeal, and quantitative and qualitative sustainability measures. Your design awards “Digital Project Binder” submission should reflect these achievements.

In addition to your Architectural Excellence Design Awards submission materials, the jury will review the required assessment spreadsheet developed for the Architectural Excellence COTE Awards located on the “Jury Review Materials | COTE AWARDS” page of the submission form.

Please take note; all submission materials must be blind including file names for file uploads. Double-check your materials. Submissions whose materials indicate a firm affiliation will be disqualified.

Preview the required fields for entry in the table below. Asterisks in the table below denote a required field.

Jury Review Materials COTE AWARDS	
AIA Framework for Design Excellence Assessment*	Download** the Framework for Design Excellence Assessment* (criteria identical to the AIA Philadelphia Design Awards Framework to Design Excellence/Sustainability Form required for entry in the AIA Philadelphia Design Awards; the format is adapted), fill in spreadsheet cell fields according to

	<p>the instructions specified on the sheet, proceed to save and save/print as a .PDF in order to upload your completed assessment in the required .PDF format to the file upload field below. The file name should follow the naming convention, "Project Title_2023COTE."</p> <p>This self-calculating assessment spreadsheet is based on AIA's Framework for Design Excellence measures generating scores for each of the 10 measures upon completion. It is intended to be used as a comparative tool, so applicants can identify measures within the framework that demonstrate project highlights and strengths, at the same time identifying opportunities for growth and improvement in other measures.</p> <p>*Assessment download will be prompted once the link is clicked. The download will not load in the Safari browser. Please open the link to proceed with download in Chrome, Edge, or Firefox browser.</p> <p>**The assessment will be available for download in the COTE Awards segment of the submission form or on the assessment page of the submission site. Any technical updates to the assessment will be posted in these two locations.</p>
AIA Framework for Design Excellence Assessment Upload*	.PDF is the only acceptable upload format Max 25 MB upload file size

JURY REVIEW MATERIALS | DESIGN AWARDS

Preview the required and optional fields for the jury review material upload fields as they will appear in the submission site. Asterisks in the table below denote a required field that will appear within the submission site.

JURY REVIEW MATERIALS DESIGN AWARDS	
Digital Project Binder	<p>The Digital Project Binder (PDF) must include a minimum of nine (9) pages and a maximum of twenty (20) pages (8.5 x 11; landscape orientation) at 25 MB max. Entries in the "Small Project" category are the exception and may include a minimum of (5) pages.</p> <p>The first page of the binder must identify the project by name. The first or second page of the binder must include the "Project Information Page." The Project Information Page is defined as a one (1) page narrative summary of the project and the inspiration behind the project. The project narrative highlights from the "Project Information" portion of this submission may be repeated on the "Project Information Page."</p>

You are encouraged to include repeats of any of the photos/rendering or architectural plans uploaded to the "Project Photos & Architectural Plans" portion of the submission. The remaining pages of the binder may include any combination of text and images that best illustrates the project's story and accomplishments.

When possible, for built category entries, images should include the building in use and the following in any order to best tell the jury the project's complete story:

- preservation/restoration projects (if applicable) should provide the jury with sufficient information to differentiate between the original architects' work and the newly altered, preserved, or restored work
- one image showing each exposed side of the building or environment
- one additional image showing the context of each exposed side of the building (may be omitted if the project's relationship to its context is defined clearly in other prints)
- for a group of buildings, one image of the project is sufficient to illustrate the complete project, including its relationship to its environs
- for projects involving exterior alterations, one image of each altered, exposed side together with one image of the same side before alteration (unless evidence is submitted on the unavailability of the latter)
- at least one interior image for each major functional space
- conceptual diagrams, elevations, floor plans, sections, and site plan (including North arrow)
- indicate the scale used on any drawings or plans

Please note these suggestions are intended to provide guidance and best practice but are not a rigid requirement.

All submission materials must be blind including file names for all file uploads. Double-check your Digital Project Binder (PDF). Submissions whose materials indicate a firm affiliation will be disqualified.

COTE Awards Participants

If you intend to submit your project to the Architectural Excellence COTE Awards, your design awards "Digital Project Binder" submission should aim to reflect significant achievements in any applicable measure(s) of the AIA's Framework for Design Excellence.

If the project is being entered in the opt-in COTE Awards program, please append the framework assessment completed and uploaded for the COTE Awards program on the previous form as the final pages to the uploaded Digital Project Binder (PDF). This will give the Design Awards

	jury the opportunity to review the additional information and framework context for the project. The assessment pages do not count towards the maximum page count.
Digital Project Binder Upload*	.PDF is the only acceptable upload format Max 25 MB upload file size
Audio Project Narrative	Here is your chance to pitch your project to the jury! Project entries may include a narrative summary mp3 or mp4 audio file no more than 60 seconds long. This audio file will be played as the jury reviews your PDF binder and project images. Please be conscious of audio quality.
Audio Project Narrative Upload	Acceptable upload formats mp3, mp4 Max 25 MB upload file size

ACCURACY & LIABILITY AGREEMENT

Please be sure that all information is correct on all submitted materials. Verification of information is not guaranteed. Any errors or omissions are the responsibility of the entrant. The submitting firm may be required to indicate the substantial nature of their design role on project and identify and describe respective design contributions by other architectural firm(s) involved on project. Preview the agreement checkoff required in the submission site to complete the submission below.

LIABILITY AGREEMENT	
Liability Agreement	<p>AIA Pennsylvania assumes no liability for submission materials or loss or damage to any part of the submission. AIA Pennsylvania retains the right to reproduce any of the submission materials in its publications, educational programs, and website.</p> <p>Please check all information for correct spelling and accuracy since it will be used for publication. By making a submission, the entrant agrees that the information contained in this form is correct and complete, and that the entrant will hold harmless AIA Pennsylvania for any and all damage arising out of the use of the information contained herein. Any errors or omissions are the complete responsibility of the entrant.</p> <p>The entrant further certifies that permission has been obtained from the owner, developer, and photographer of the project to publish photographs, images, drawings, and other information included in the submission (and releases and authorizes AIA Pennsylvania to use all such materials).</p>

DESIGN AWARD HONORS

The jury will have sole discretion to determine whether to select a recipient for an award and how many awards to present. All projects that reach the final round of jurying will be considered for the following awards.

SILVER MEDAL

May be granted, at the jury's discretion to the project that distinguishes itself from the rest of the submissions representing the highest level of achievement.

HONOR AWARD

May be granted, at the jury's discretion to projects that exemplify distinguished achievement in any category.

MERIT AWARD

May be granted, at the jury's discretion to any project that either lies outside of the other categories or bears an exceptional aspect that the jury feels represents excellence which deserves recognition.

COTE AWARD HONORS

The jury will have sole discretion to determine whether to select a recipient for an award and how many awards to present. All projects that reach the final round of jurying will be considered for the following awards.

COTE AWARD OF EXCELLENCE

The COTE Award of Excellence recognizes a project that demonstrates excellence across several measures of the AIA Framework for Design Excellence.

COTE AWARD

Projects selected for a COTE Award are recognized for commendable achievement and/or goals aligning with one or more AIA Framework for Design Excellence measures.

COTE CITATION

Projects recognized with a COTE Citation are cited with an honorable mention for achievement and/or goals aligning with one or more of the AIA Framework for Design Excellence measures.

QUESTIONS

Email or call Olivia at operry@aiapa.org or 717.265.3443