

## OVERVIEW

The Top Ten Green Projects program seeks to identify and recognize the benefits of high performance, sustainable design; to educate the architectural community and the public at large on the increased value that sustainable design provides for developers, building owners and occupants; and to acknowledge architects as experts in the creation of energy conscious and environmentally responsible design solutions.

### Eligibility

This program is an international competition open to all architects. Projects may be located anywhere in the world, but must have been designed by an architect licensed in the United States. Only completed, built projects are eligible. Entries submitted may be large or small projects, new construction or renovations, and any project type. Projects must have been completed after 1997 and before April 2007.

This year's jury includes Stefan Behnisch of Benisch Architekten; Alisdair MacGregor of Arup; Anne Schopf of Mahlum Architects; David Brems of Gillies Stransky Brems Smith; graduate student Traci Rider; and Susan Szenasy of Metropolis magazine. **Projects whose team includes any of these individuals *or any of their firms* may not be submitted this year.** We encourage you to wait and submit the following year.

### Entry Requirements

Each project must be submitted electronically. An architect or firm may submit more than one project, but each project must include a separate registration form, registration fee, presentation board, and email address. The name of the firm or architect on the project must not appear in the images or descriptive text for the project or any accompanying information submitted that will be seen by the judges. Submittals with this information shown will be disqualified.

### Registration

In addition to your online entry, registration is required for each project. Download the registration form that is available on the Call for Entries page <<http://www.aiatopten.org>>, fill it out in its entirety, and fax or mail it in with your payment before the deadline. **Do not send the registration form and payment with your project boards.** Please send the registration form and payment separately. Discounted registration is available for AIA members. Registration fees per project are as follows: Early registration (by December 31, 2006), AIA members, \$250; non-members, \$275. Regular registration (by January 31, 2007), AIA members, \$350; non-members, \$375.

## PDF Files

On the CALL FOR ENTRIES page is a list of PDF file names. These files contain all of the information you need to complete and submit a project. Print these files and keep them for reference as you complete the online version of the submittal form.

NOTE: The PDF version of the PROJECT REQUIREMENTS is for ease of viewing information and planning purposes only, not a substitute for the online submittal. The PDF version shows you what is required for the project descriptions and photos/images. Using the information on these forms, gather your information, edit it, and then copy it into the online submittal forms.

## Online Project Submittal Forms

The online submittal site will be open beginning **November 10, 2006**. This Internet site has been tested only in Internet Explorer 6 or higher on both PC and Mac and Safari 1.2 for Mac.

The online entry form has 26 screens in 8 sections. There are 15 screens for text and data, 10 screens for uploading images (1 per screen), and 1 for identifying project team members (information provided on this screen will not be seen by the judges). Complete one section at a time in any order. Note that text formatting will not be retained in the online forms, so use plain text only, and leave a blank line between paragraphs. You may click on "View Form" (at the bottom of the Menu page) to check your progress and you can modify any information at any time until the form is submitted. Once all sections are complete, the "Submit" button will appear at the bottom of your screen. **No revisions can be made once the project has been submitted.**

## Prior Year Entries and Pre-existing Data

If you wish to resubmit a project that was submitted to AIA Top Ten in the past, or a project that is already profiled in the High Performance Buildings Database, it may be possible to preload your submission forms with that pre-existing data as a starting point for your new submission. You can find out if your project is published in the High Performance Buildings Database from this screen: <http://www.buildinggreen.com/hpb/>.

To find out if you can work from pre-existing data, email [aiatopten@buildinggreen.com](mailto:aiatopten@buildinggreen.com) with the name and location of the project you wish to submit. Also provide a number and time at which you can be reached by telephone in case of questions. Allow at least three business days before you plan on accessing the data.

## Graphics

Select 8–10 illustrations that best inform the jurors of the innovative sustainable design solution that has been developed; give photo/image credit for each. Submit only low-resolution screen images, no larger than 650 x 650 pixels. The low-resolution images will only be used for the online submission. It is mandatory that no single file exceed 500 KB (200- 300 KB is best). Compile images and check file sizes before submitting them.

Firms of winning projects will be required to submit high-resolution images for posting on the AIA Web site and other uses.

## Project Submittal Presentation Board

A single presentation board of the project must be submitted by deadline: January 31. Board requirements are described under PROJECT REGISTRATION INSTRUCTIONS and FORM. **Entries**

**Committee on the Environment**  
a Knowledge Community of the  
American Institute of Architects

[www.aia.org/cote](http://www.aia.org/cote)  
[www.aiatopten.org](http://www.aiatopten.org)

**with firm names appearing in text, or photos will be disqualified.** This board will not be returned to the submitter.

### **Jury Process**

The 2007 projects will be selected by an invited jury. This design competition will evaluate projects based on a broad and inclusive definition of design quality that includes performance, aesthetics, community connection, and stewardship of the natural environment. Each project will be evaluated on its own merit, rather than in competition with the other submittals. Winning projects will be recognized with an AIA/COTE award certificate and acknowledged in the national press, on the AIA Web site, and in a lecture presentation at the AIA Convention in May 2007.

### **Displaying the 2007 Top Ten Green Projects**

The winning firms representing the 10 projects selected as the AIA/COTE 2007 Top Ten Green Projects will be required to submit two sets of presentation boards and to complete their project profile in the High Performance Buildings Database for display on the AIA Top Ten Web site. Projects of appropriate building types should also consider completing the U.S. EPA's Target Finder or Portfolio Manager to generate an Energy Performance Rating.

Presentation boards of winning projects must be 24 inches by 24 inches by one-half inch and mounted on honeycomb cardboard (or other environmentally sensitive backing) if available (or conventional board backing if not). These must be received at the AIA by April 13, 2007. One set will be exhibited at the National Building Museum and one set will be exhibited at the 2007 AIA National Convention and Expo in San Antonio, Texas, May 3-5. Additional details on the board requirements will be sent to the winning firms when they receive notification of selection.

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