

## **SUBMISSION REQUIREMENTS**

### **2018 Jeff Harnar Award for Contemporary Architecture in New Mexico**

- *The category is open to architects and architecture firms from anywhere.*
- *The building must be located in New Mexico.*
- *It must have been completed between the start of 2013 through the end of 2018.*

This category is for the best, recently built work of architecture in New Mexico. One winning building will be selected. There are no finalists.

Projects will be reviewed without reference to authorship. If the identity of the firm or any individual designer's name appears on any of these images, or the face of the boards, the submittal will be disqualified.

There is a required **digital submission** (using Dropbox, a free file transfer website) as well as a **physical submission**.

**Release of Waiver:** By submitting an entry, entrants take full responsibility for the accuracy of all the information submitted and warrant that all the necessary permission has been obtained from others who may have rights to the work presented. Entrants further acknowledge that no royalty or compensation is due anyone, holds the sponsors of the Jeff Harnar Award for Contemporary Architecture harmless from all liability and grant the Jeff Harnar Award for Contemporary Architecture the nonexclusive rights to publish, reproduce and distribute copies of the original work.

#### **Notification and Announcement of Winners:**

Award recipients will be notified at the awards presentation and celebration planned for the evening of Friday, February 22nd at 5:00PM in George Pearl Hall, the School of Architecture + Planning, located right on Central Avenue on the UNM Campus. The annual Jeff Harnar Lecture is scheduled for that evening in the Garcia Honda Auditorium.

The Display Boards of the winning entry and other submissions will be exhibited at this time. The sponsors of the Jeff Harnar Award Program will make every effort to protect submission boards, but are not responsible for loss or damage.

## **JEFF HARNAR AWARD FOR CONTEMPORARY ARCHITECTURE**

### **PART ONE: DIGITAL SUBMISSION**

A PowerPoint document is required for each project submission, optimized for digital viewing. Remember that the winning project will be projected on a very large screen in the UNM School of Architecture + Planning on the evening of the announcement. Collectively, these slides are to fully illustrate the project. More than one image may be placed on each slide if desired. **DO NOT IDENTIFY the architect on any part of these images.**

***Each slide image should contain a brief statement that describes the image in relationship to the design concept. Be concise and use Arial font only.***

#### **Slide 1 - Project Title Slide:**

The first slide of each submittal presentation **MUST** contain the following information: project name, location, completion date, gross building area.

#### **Slide 2 - Concept Statement:**

The second slide of each submittal presentation shall contain a Concept Statement about the client's needs and the basic design intention - limited to 130 words.

#### **Additional Slides - Visual Images of the Project:**

Provide a minimum of ten (10) and a maximum of sixteen (15) additional slides of the project. In that Jurors will not be able to visit projects it is critical that these images communicate the creativity and unique aspects of the project.

#### **Final Slide - Budget summary:**

The last slide should include a brief client-provided project budget summary. The budget summary will be deemed to be confidential, and not shared with anyone except members of the Jury.

**Individual Image File Submission:** In addition to the PowerPoint document, we need the individual high-resolution versions of the photographs or drawings included in the PowerPoint. Please include those in a folder. Also, include a high resolution PDF of your printed project board (described below). The folder should be clearly titled with the building name and the year of submission, such as "Lopez Building, 2018 Harnar Submission." The individual images should be given a very brief descriptive name, as well as the building name, and the architecture firm. For example, "West Façade, Lopez Building, ACME Architects."

#### **Method of submission:**

Please submit your PowerPoint using the Dropbox website / document transfer service. You do not need to pay for an account. If you don't have an account, simply sign up for the free version, and make a folder on Dropbox for your

submission. If you are submitting more than one building, be sure to make a separate Dropbox folder for each submission. <http://www.dropbox.com>

**Please use the “CAN EDIT” option, not the “can view” option.** This allows the organizers to move the images to another folder.

Once you have named the files and prepared the folder, SHARE the folder(s) through with John Quale – his email address is [quale@unm.edu](mailto:quale@unm.edu). **This is so we can verify all submissions have been received.**

**All digital must be received no later than 4:30 PM, Friday, February 1<sup>st</sup>, 2019.** You are encourage to submit them before the deadline.

## **PART TWO: PHYSICAL SUBMISSION**

Each submission is to include one 34” x 34” high quality display board of the project. The display shall be mounted on a white 3/16” foam core or similar board. **All submissions** will be available to the jury and displayed at the formal Award Ceremony and the 2019 Jeff Harnar Exhibition for Contemporary Architecture at George Pearl Hall, scheduled to open February 22nd. Please make sure they are of professional quality.

1. On your 34” x 34” foam core board, you should include photographs of the completed project, the Site Plan, Floor Plan(s), one or more Exterior Elevations, and significant building sections. These are to be illustrated legibly and accurately (i.e., at a scale and with a graphic indication of the scale). Please include project size (both site area and gross building areas).
2. For ease of viewing, it is requested that Floor Plans be at a scale of not less than 1/32” = 1’- 0”. Please include a graphic scale.
3. Descriptive data on the face of the panel should include the name and location of project. **DO NOT INCLUDE** name of the firm or design architect. Text should be in a sans serif font, and sufficiently large for possible reduction in a published format.
4. A sealed envelope containing the Project Entry Form and Release / Waiver Form is available through the website ([www.jeffharnaraward.com](http://www.jeffharnaraward.com)) shall be included with the submittal packet, attached to the back of the presentation board. The winning entry will be featured on a page on the Jeff Harnar Award website, therefore the link to the firm’s website should be included.
5. Identification of the Architect or Design Team and other credits, Date of Completion, Owner information, contractor and any consults are to be included in a sealed envelope on the back of each Board. The date of completion of the building should be included – use the Project Entry Form for this.

6. Entry Fee: \$50.00 for the first submittal and \$40 for each additional submittal. Make checks payable to the UNM Foundation. The check should be included in the sealed envelope attached to the back of your presentation board, with the Entry Form and Release / Waiver. ***NOTE: The entry fee for a previously entered project is waived, assuming it was completed in the appropriate timeframe.***

All completed entries (i.e., Project Entry Form, Display Board, Release Form & Waiver, and Check) must be received no later than **4:30 PM, Friday, February 1<sup>st</sup>, 2019**. You are welcome to submit them earlier as well.

You should deliver the submission to:

**UNM School of Architecture and Planning (George Pearl Hall),  
Administrative Suite, Main Level,  
2401 Central Avenue, NE  
Albuquerque, New Mexico 87131**

**Attention: John Quale**