

**THE PRETORIA INSTITUTE FOR ARCHITECTURE
AWARD FOR ARCHITECTURE 2023
AND
THE SOUTH AFRICAN INSTITUTE OF ARCHITECTS
AWARD OF MERIT & AWARD FOR EXCELLENCE 2023/24 (TBC by SAIA)**

CONDITIONS FOR ENTRY: PROJECTS COMPLETED DURING 1 January 2021 – 31 December 2022

- A new building or group of buildings;
- A work of technological importance;
- The conservation, restoration and/or rehabilitation (refurbishment) of existing buildings, historic precincts or areas

1. Any paid up member of the PIA or other SAIA Regional Institutes may submit work. More than one work may be submitted. International projects may be submitted by architectural members to their own region. Members of the PIA and other SAIA Regional Institutes in ALL categories of registration, may enter projects for the PIA Regional Awards only.
2. The regional panel of adjudicators has been appointed by the PIA Events Committee. The names of the members on the panel:
Category A: Chris Malan (Convenor), Victor Mokaba (Academic + Architect), Mark Schaerer (Architect), Nompilo Okyere-Dede (PIA Transformation Chairperson + Snr Technologist), Karlien Thomashoff (Architect), Karabo Motsepe-Marutla (Public Interest + Sponsor representative COROBRIK) Facilitator and administrator: Maureen van Wyk (PIA Executive Officer)
The regional panel will adjudicate all entries and recommend to the committee which projects should be awarded the regional awards, and submit these projects for national assessment. Having made its decision by the end of July 2023, the regional committee will prepare the adjudicators' reports and regional citations, and arrange for the notification, receipt and forwarding of any additional documentation (in a format still to be confirmed) that may be required for national assessment by the due date (still to be confirmed).
3. Nominations must be made on the attached nomination/submission form (Entry Form A) which needs to be completed and uploaded. A separate form must be used for each nomination/submission. Regional submissions will be done digitally.
SAIA may request printed material for National submissions.
4. **Nomination/Submission forms for projects completed during 1 January 2021 – 31 December 2022 must be accompanied by the following:**
 1. A non-refundable entry fee of R950.00 including VAT to assist in defraying costs. This payment needs to be made prior to submission. All proof of payments needs to be uploaded before any entry will be accepted.
 2. An **A4 brochure** – needs to be uploaded in PDF format containing:
 - a. A **copy of the submission form**. (Where more than one practice is entering a project for the SAIA Awards, the details of all practices must be clearly indicated).
 - b. The **Client's Brief** to the architectural professional
 - c. A **detailed list of all the professionals/consultants and contractor/s**
 - d. A **brief description of the project of approximately 300 words**. This should include a brief motivation as to why this project should be considered for an award.
 - e. A **brief comment on the project not exceeding 300 words from the user or client**.
 - f. **Consent from the client to inspect the work**. (CRITICAL)
 - g. A **locality map and address details with clear instructions on how to reach the site**.
 - h. **Names and contact numbers of the project architect (or representative)** who will be **present at the site visit** and the contact name of the person who can assist the jurors in gaining access to the project during the site inspection.
 - i. **Sufficient scale drawings and photographs** to illustrate the project and its context adequately.
 3. **A1 PDF Poster uploaded** – max 2 different posters per project

Entrants must upload 8-10 images (drawings and photographs) as jpegs. They should be a mixture of external and internal shots of the project. These images are used for judging and media purposes. They should convey and highlight what is good about the project. We advise both wide shots and close-ups and if possible show the building in use.

- Entrants must also upload up to eight plans as jpegs which must include a location plan, site plan, floor plans, elevations and sections.
- Images, file type: JPEG, quality and size: up to 5mb in size, no less than 2mb, DPI: 300. Please note: no symbols in the naming protocol: ProjectName01PhotographerName.jpg.
- Plans, file type: JPEG, quality and size: up to 3mb in size, no less than 500kb. Please note: no symbols in the naming protocol: ProjectName01Plantype.jpg.

PLEASE NOTE:

- **All information provided will be the same information used for publishing and printing of the certificates and therefore must be accurate.**
- **The regional institute may call for further documentation**

Only members of the **PIA** and other recognised **SAIA Regional Institutes** are eligible to make submissions for these awards.

Every project entered must ensure that there will be a registered architectural professional available and present at the site inspection at the expense of the practice.

SAIA Awards for projects completed during 1 January 2021-31 December 2022:

- A submission will be considered eligible for entry in the **National SAIA** awards if the practice is enrolled as a fully paid up SAIA Practice. The recipient/s of the award at the awards ceremony must be a member of SAIA in his/her individual capacity. Entries ought to identify clearly whether the entry also meets the requirements for consideration of a SAIA award.
- Every project entered must ensure that there will be an architect available and present at the site inspection at the expense of the architect.
- If a project is submitted for national adjudication, the regional committee will collate the project and submit all projects to the national office timeously. **For the national adjudication, exhibition and record purposes, the FORMAT OF THE REQUIRED DOCUMENTATION AND DATES FOR THE SUBMISSION ARE STILL TO BE CONFIRMED BY SAIA.**
- **The format generally expected for SAIA submissions:**
 1. **6 copies** of the A4 brochure (or A3 folded to A4) containing all the information described above under **4 – 2 For printed version if required: All documents must be of A4 size or A3 folded to A4 size.**
 2. **2 sets** of no more than two different A1 laminated posters containing **only** the brochure information described under **4 - 2** above, and bearing the name of the author/s, the project name and the locality (refer proforma poster layout)
 3. **6 electronic copies on DVD** of the submission, comprising
 - video footage of the building in use on DVD – even if taken with a cellphone (advisable but not obligatory).
 - Poster in live format (Indesign / Photoshop / PDF / JPEG)
 - **PLEASE NOTE:** Disks to be clearly marked.

Entrants must upload 8-10 images (drawings and photographs) as jpegs. They should be a mixture of external and internal shots of the project. These images are used for judging and media purposes. They should convey and highlight what is good about the project. We advise both wide shots and close-ups and if possible show the building in use.

- Entrants must also upload up to eight plans as jpegs which must include a location plan, site plan, floor plans, elevations and sections.
- Images, file type: JPEG, quality and size: up to 5mb in size, no less than 2mb, DPI: 300. Please note: no symbols in the naming protocol: ProjectName01PhotographerName.jpg.
- Plans, file type: JPEG, quality and size: up to 3mb in size, no less than 500kb. Please note: no symbols in the naming protocol: ProjectName01Plantype.jpg.

NOTE: The above documentation will not to be returned but used for adjudication and record keeping purposes.

Please also note that if all the required documentation has not been submitted digitally to the regional institute, the project will not be selected for site visits or submitted for national adjudication. Submission remains the responsibility of the entrant.

A project, by a SAIA Member, which has received a regional *Award for Architecture* in 2023 and also meets SAIA's eligibility requirements, must be submitted for consideration for the SAIA national awards; the *Award of Merit* and the *Award for Excellence*. Authors of the awarded project/s and the client/s must agree to this condition.

Submissions must be uploaded via the portal provided by no later than **end of day on Friday, 19 May 2023.**

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2023/24

ENTRY FORM A

NOMINATION/SUBMISSION FORM : PROJECTS COMPLETED DURING 1 JANUARY 2021 – 31 DECEMBER 2022

Closing Date: **END OF DAY on 19 MAY 2023** *No late entries will be accepted*
Delivery Address: **DIGITAL SUBMISSIONS**

THIS SECTION MUST BE COMPLETED BY THE REGIONAL COMMITTEE:

The entry is eligible for:	SAIA Award of Merit		Regional Award ONLY	
Membership status:	Confirmed by SAIA		Subscriptions paid	
			Proof of payment attached	

THIS SECTION MUST BE COMPLETED IN FULL BY THE ENTRANT:

Title of Project (as it will appear on the certificate):		Completion date:	
Physical Address of Project:			
Practice name:		Tel:()	
Principal Architect:		Cell:	
Project Architect:		Cell:	
Name of contact person during in loco inspection:		Cell:	
PIA Membership No:			
*SAIA Membership No:			
E-mail address of practice / principal architect:			
E-mail address of project architect:			
Name of Client (as it will appear on the certificate):			
Enclosures: (Refer Conditions)		Entry Fee R950.00 including VAT (Proof of payment to be uploaded)	
		*A1 laminated poster/s in PDF (max 2 different posters per project) *Folder uploaded with all information including brochure • video footage of the building in use • Poster in live format (Indesign / Photoshop / PDF / JPEG) • 8-12 images (drawings and photographs) as jpegs. • Eight plans as jpegs which must include a location plan, site plan, floor plans, elevations and sections.	

Checklist (please tick)	Copy of A4 Brochure in PDF containing:			
	<input type="checkbox"/>	Copy of submission form	<input type="checkbox"/>	List of Consultants/Contractors
	<input type="checkbox"/>	Description of project	<input type="checkbox"/>	Client's comment and consent
	<input type="checkbox"/>	Locality map and directions	<input type="checkbox"/>	Drawings, photographs and video
Submitted by:				
<p>It is hereby confirmed that the client has no objection to any of the submitted material being reproduced for publication in the Region's or SAIA's printed journals or publications, general media, the award presentation or on the SAIA website and that there are no restrictions or fees payable upon reproduction of the report, drawings, photographs or video submitted. The contact person (client) and telephone are:</p> <p>Name: _____</p> <p>Tel: () _____</p>				
<p>It is hereby confirmed that the author/s of the project has/have no objection to any of the submitted material being reproduced for publication in the Region's or SAIA's printed journals or publications, general media, the award presentation or on the PIA or SAIA websites and that there are no restrictions or fees payable upon reproduction of the report, drawings, photographs or video submitted.</p> <p>Signature (if submitted by another; not author/s of the project)</p> <p>(signature) _____ Date: _____</p> <p>(name in print) _____</p>				
<p>Signature of Architect/s; SAIA corporate member:</p> <p>(signature) _____ Date: _____</p> <p>(name in print) _____</p>				

Members, please note : Attach the selected Project Categories List for the PIA Submissions.

PIA AWARDS FOR ARCHITECTURE 2023 – PROJECT CATEGORIES A

Project Name: _____ Architect: _____

Select with an X	Category	Project Type	Description
	1	Public Architecture	Projects in this category must be predominantly of a public, social or institutional nature generally. It does not include projects falling within the definition of Educational Architecture.
	2	Educational Architecture	Projects in this category may be any preschool, primary, secondary or tertiary educational facility and/or joint research facilities in which an educational institution is a significant partner. Education projects may not be entered in the Public Architecture category.
	3	Residential Architecture (Houses New)	Projects in this category must be residential in nature, and must be new builds. Projects with up to two self-contained dwellings may be entered in this category
	4	Residential Architecture (Alterations and Additions)	Projects in this category must be residential in nature, and must include renovations or alterations or additions to an existing building, whether or not the building was residential in nature in the first instance. Projects with up to two self-contained dwellings may be entered in this category. Alterations must be clearly indicated including before and after drawings and photos
	5	Residential Architecture (Multiple Housing)	Projects in this category must be residential in nature, and comprise of or include two or more self-contained dwellings (whether or not the building includes uses for other purposes).
	6	Commercial Architecture or Brand Related Architecture	Projects in this category must be built primarily for commercial purposes.
	7	Commercial Architecture (Alterations and Additions)	Projects in this category must be commercial in nature, and must include renovations or alterations or additions to an existing building, whether or not the building was commercial in nature in the first instance. Alterations must be clearly indicated including before and after drawings and photos

	8	Heritage	This category is for any built conservation project or study developed in accordance with the South African Heritage Associations, or any adaptive reuse of a heritage structure.
	9	Interior Architecture	Projects in this category must be interior spaces and environments within a new building or the refurbishment of an existing building.
	10	Urban Design (Built projects)	Projects in this category may be single buildings, groups of buildings or non-building projects, studies or masterplans, which are of public, civic or urban design in nature. Awarded projects must have enhanced the quality of the built environment or public domain or contribute to the wellbeing of the broader community.
	11	Small Project Architecture	Projects in this category will be those considered to be “small” in terms of area or budget as determined by the Jury. Projects are recognised that have been constrained by space or cost restrictions, but have achieved a level of invention, creativity, craftsmanship and intervention beyond these constraints. This category can accommodate projects which may be over-looked against larger scale projects in other categories or may be transient or experimental in nature, such as exhibition design, set design or installations that may or may not be able to be visited by the Jury. Projects of all functional types may be considered.
	12	Sustainable Architecture	This category recognises projects which excel as architecture, and also display innovation and excellence in terms of environmental sustainability.
	13	Unbuilt & Theoretical Projects (REGIONAL AWARDS ONLY)	Recognition will be given to unbuilt or abstract projects commissioned by clients which have not been executed (built) due to either financial, practical or other constraints.