

2010 Architectural Exhibit Submission Instructions

Virginia Educational Facility Planners

Eligibility:

School buildings occupied after August 15, 2007 are eligible for exhibition in one of six categories: new construction and/or renovations/additions for elementary (PreK-5), middle (6-8), and high schools (9-12). Completed projects that support instructional/educational spaces but do not adhere to those categories may be submitted as "other." Projects on the boards or under construction can be exhibited but will not be reviewed by the jury.

Criteria:

The jury, which will consist of at least three nationally-recognized industry-specific professionals, will consider: program response, innovative elements, spatial organization, technology integration, design efficiency, expansion capability, security safeguards, sustainable technologies and the degree to which the building facilitates teaching, fosters learning, raises the bar and promotes excellent school planning, design and construction.

Entry Fee:

The entry fee for each exhibit is \$125. This exhibit fee can be paid for at registration or mailed directly to:

Conference Registrar, Continuing and Professional Education
Virginia Tech, Mail Code 0272
702 University City Blvd.
Blacksburg, VA 24061

Entry Form:

Entry forms are available on-line at <http://vefp.org/awardEntry.html> and should be completed no later than Friday, February 12, 2010.

Supervision and Services:

The board reserves the right to assign exhibit space and to withhold from exhibition entries deemed to be unsuitable for display. No special individual lighting or displays will be permitted.

Format:

Both digital and print material will be reviewed by the jury. Digital materials must be transmitted to Vijay Ramnarain by Friday, February 12, 2010 to be reviewed by the jury.

Print materials are to be displayed in the exhibit hall no later than 10 am on Monday, February 22nd. To better facilitate the submission process, VEFPP has aligned with other organizations to create a submission and collection standard. Complete details can be found on page 2.

Digital Materials:

Digital submissions must utilize the pre-formatted templates, which are available on-line.

- Slides 1-8: Project slides. Each entry should be accompanied by eight (8) digital slides depicting the essence of the design and its relationship to the educational program. Content should include at a minimum:
 - a site plan with north arrow
 - representative floor plan(s) with relative scale(s)
 - building section
 - exterior elevation(s) - drawings and/or photographs
 - interior elevation(s) - drawings and/or photographs
 - before/after images for renovations/additions
- Slide 9: Descriptive data slide. Entrants shall include a ninth slide listing essential data:
 - size of site (acres)
 - student capacity*
 - area of building (SF)
 - total project cost**(\$)
 - cost per square feet (SF/S)
 - cost per student (\$/student)
 - space per student (SF/student)
- Slide 10: Identification slide. Entrants shall include a tenth slide listing:
 - the name and location of the project (city, state)
 - owner (school division & superintendent)
 - design firm including principal-in-charge, project designer and construction administrator
 - educational planner (if any)
 - landscape architect (if any)
 - engineer(s)
 - builder
 - photographer



A digital image of the company logo shall also be included on slide 10 only. During the review anonymity of all entries will be maintained. Names of firms and company logos must not appear on any electronic or print materials reviewed or exhibited. Do not include slide transitions, animations or video/audio in your slides. Do not use proprietary fonts.

*Student capacity shall equal the sum of regular classrooms (at 25 students/room), and special education classrooms (at 10 students/room).

**Project costs include all costs associated with designing and constructing the school/site except for the purchase of the site.

Mounts:

All entries shall be exhibited on two 20"x20" mounts displayed on easels provided by the exhibitors. Mounts must conform to the specifications indicated. Composition of individual mounts shall be at the discretion of the entrant. Names of design firms and company logos may not appear on drawings, photographs or other materials to be judged, except as instructed on the slides instructions. Due to space constraints only easels will be allowed; all other forms of display are prohibited.

Drawings/Photographs:

Drawings and/or photographs should emphasize the design's relationship to the educational program. The inclusion of information about instructional areas is essential. Drawings shall include graphic indications of scale. Likewise, the inclusion of scale models in photographs is helpful. Drawings and/or photographs should include short (one or two word) captions describing the major idea (e.g. Second floor plan, north elevation, science lab).