



Minnesota Chapter of ASID 2018 Design Awards

Eligibility, Fees, Dates & General Instructions

Eligibility: ASID Professional, Allied, or Associate members or a design team headed by an ASID Professional, Allied, or Associate member are eligible to submit projects. Student ASID members are eligible to be listed by name. Non ASID members may be listed as "Team Members". Members must be in good standing at time of submission; no exceptions. Appellation at time of entry will remain. Non-winning projects submitted in a previous year's competition may be submitted, provided they fulfill the requirements. If all requirements are not met, the entry will be disqualified. Except for model homes/showcase homes, each entry must represent a permanent installation. Project must have been completed after January 1, 2015. You may submit as many entries as you wish, and you may submit the same project in different categories, but you must submit separate entry form and fee for each category.

Entry Fees and Dates: Late entries will NOT be accepted. No Exceptions.

There will be a 3-week submission period. Entry fees will increase September 8, 2018.

August 24 -September 7, 4:00 pm CST. Early registration rate \$125 or \$50 (for first time entrants ONLY).

September 8 -September 14, Noon CST. \$150 or \$75 (for first time entrants ONLY).

DEADLINE IS NOON, FRIDAY SEPT 14th. The entry portal will close at that time.

General Instructions: Please read the entry instructions below. Scroll down to complete the online submission form then upload your completed PDF Entry Template, Judges' Key Sheet, and High Res Images. Confirmation of a successful entry will be shown on the screen after submitting. Download sample copies beginning July 2. Bring questions to the information sessions on July 26 or August 14.

Questions may be directed to:

ASID MN Office Administrator, info@asidmn.org 612-339-6003

Jodi Gillespie, jodi@jginteriordesign.com

Entry Instructions/ How to Enter

1. Download PDF Entry Template found [here](#).

SAVE AS: Entry_Category#_ProjectTitle.pdf (no spaces). Example:
Entry_02_CoolRetail.pdf

Page 1/ Cover Page – Fill in top box with unique Project Title, which will auto-fill onto remaining pages. You may title your project in a general, professional manner such as "Lakeside Retreat, Vacation Home or Stately Living Room", etc... Do not include proper names or firm names of designer, photographer or other team members. Do not include client names or those who wish to be anonymous.
Once determined, enter category number only.

Page 2/ Submission Categories – Select the one category that best describes the project. In addition, you may check 1 or both *optional boxes*, if applicable, to be considered for a Universal or Sustainable Judges Merit Awards. (No additional fee).

Page 3/ Project Description/ Designer Responsibilities – Check boxes as appropriate. Fill in project size. Only numbers will be accepted (no commas or letters).

Page 4/ Project Statement – Required statement, 350 words or less. Include client objectives and provide a brief explanation of the project with emphasis on the design challenges and your solution(s). Include notes on unusual design criteria or restrictions, budgetary considerations, code requirements, space limitations, materials used, etc. If Universal or Sustainable boxes were checked, please be sure to include language regarding this. Do not include specific project addresses.

Page 5/ Floor Plan – Required, may include caption below.

Pages 6-9/ Drawing 1-4 (Optional) – Include if applicable. Delete unused pages.

Pages 10-11/ Required Photos – Use the 2 best project photos. Photo 1 will also be placed on Judges Key Sheet. You may include people and pets in images if they are blurred or anonymous. Designers and owners cannot appear in photos. Business names, signage or logos may be included if unavoidable. Do not include specific project addresses.

Pages 12-21/ Additional Photos (Optional) – Include, and caption using 25 words or less/fewer. Delete unused pages.

Verify file size. Upload completed PDF to online submission form. *Maximum file size 12 MB.

2. Download Judges Key Sheet Template found [here](#).

SAVE AS: Key_Category#_ProjectTitle.pdf (no spaces). Example: *Key_02_CoolRetail.pdf*

Project Statement – Copy and Paste Statement from PDF Entry Template. This should be identical.

Floor Plan – Include exact floor plan as used in the PDF Entry Template.

Photo 1 Required – Use *Photo 1 of 2 Required* from PDF Entry Template.

Verify file size. Upload completed PDF to online submission form. *Maximum file size 1 MB.

3. Upload Image: Up to 3 high res images used for Gala slideshow and publication purposes.

SAVE AS: Image_Category#_ProjectTitle_01.jpg (no spaces). Example:
Image_02_CoolRetail_01.jpg

Repeat for optional images. Example: *Image_02_CoolRetail_02.jpg* and
Image_02_CoolRetail_03.jpg

**Verify file size for each image. Upload high res JPEG to online submission form.
*Maximum file size 4 MB each.**

4. Enter card payment information via Online Submission Form.

Checks will NOT be accepted. All payment information will run through PayPal. ASID MN will not keep any card information on file.

5. Submit

You will receive a "Thank you for submitting" once your entry is successfully entered.

IF YOU DO NOT SEE THIS ON YOUR SCREEN YOUR PROJECT WAS NOT SUBMITTED!

Your successful entry will be automatically recorded with date and time of submission. Entries will be reviewed by the committee for the ASID MN 2018 Design Awards for meeting eligibility requirements. Check your file sizes before contacting the committee or the ASID MN office.

Judging/Awards Presentation

Judging: Projects will be judged by a panel of professionals from a variety of design backgrounds, such as ASID designers, celebrity designers, magazine editors, and architects. Judges will typically grant one First Place award in each category. Second place awards and ties may be granted at the Judges/Award Committee's discretion. While we do strive to award designers for their recent work, it is not always possible to award project at each level in all categories should the Judges feel they are not worthy. Merit Awards are at the sole discretion of the judges and can include recognition for excellence in a variety of classifications such as use of color, ceiling design, special purpose design, and more. In addition to the unique Merit Awards determined by the judges, there are two designated Merit Awards for Universal Design and Sustainable Design. Check the appropriate boxes on the online submission form and the entry pdf template to enter with no additional fees required. Judges may select one project (residential and commercial) they deem excellent in multiple aspects of interior design that it is truly the best of all entries, Best in Show.

Criteria for Judging ASID MN Chapter Awards: (100 points possible)

Overall Design Solution: (1-40 points)

Is the overall interior design solution appropriate to the context of the space and relate to the concept statement? Did the Interior Designer fulfill the project requirements and enhance the human experience?

Innovative/Creative Use of Space: (1-10 points)

Did the Interior Designer express an exceptionally creative idea, or exhibit outstanding or unusual use of materials, detail, products, or space planning/layout etc...?

Functional Use of Space: (1-10 points)

Is the space plan functional and reflect the concept statement? Does the lighting design enhance the solution? Are suitable universal design principles or ADA guidelines included as part of the design solution?

Materials and Finishes: (1-10 points)

Are materials and finishes appropriate and/or innovative for the space? Do they reflect the concept statement? Are the selections appropriately sustainable or environmentally friendly?

FF&E Selections: (1-10 points)

Are the furniture, fixtures or other equipment (including window treatments, art, accessories, signage) used satisfactorily in the interior space? Are the FF&E appropriately sustainable or environmentally friendly? Is there rationale or meaning behind those selections?

Elements of Design: (1-10 points)

Are the Elements of Design used successfully in the interior design solution? Is the use of color, texture, shape appropriate, exceptional or unique? Is the use of line, form or value fitting and successful in the overall interior design composition?

Principles of Design: (1-10 points)

Are the Principles of Design demonstrated successfully in the overall interior design solution? Are the furnishings and details scaled and/or balanced appropriately for the size of the space? Is proportion, pattern, contrast, emphasis, rhythm and/or harmony achieved in an interesting and successful way?

Awards Presentation: Winning projects will be announced at the Minnesota ASID Chapter Design Awards Gala on Thursday, November 8, 2018. All participants in the design competition are encouraged to attend and celebrate with their design teams, family and friends, clients, trade partners, and contractors. Winners who elect to be notified in advance of the gala will be contacted on or by October 23, 2018. Judges are invited to attend the Gala.

Award Certificates: Each winning project receives one framed award. Unframed duplicate awards will be available for purchase for \$25.00 each, additional framed awards will be available for \$125 each. All payment must be made at the time of order. Contact the ASID MN Office with order requests. Deadline to order duplicate awards is January 19, 2019.

Winning Project Board Submission Requirements: All winners will be required to create a presentation board of their winning project. This will go on display at IMS for a period of one year, after which time the boards will be sent to the University of Minnesota Archives at the Anderson Library. Winning boards will not be returned. Boards will be due to the ASID office by January 19, 2019. Boards should be exactly 2'-0" x 2'-0" x 3/16" thick unframed on black foam core. Include plans, drawings, before and after photographs as necessary to convey the design solution. You must leave a 2-inch clear space margin the full width across the top of your board. Your name and logo should be included on the board within the upper left half of 2" high margin. The ASID MN logo and digital award graphic will be emailed after the gala to be placed in upper right half of the 2" high margin. Project statement can be modified to address a potential client, rather than a judge.