

2021 HALIFAX URBAN DESIGN AWARDS

Call for Submissions

The Halifax Urban Design Awards aim to recognize and celebrate excellence in urban design in the Halifax Regional Municipality. Urban design plays a key role in enhancing the quality of life for residents.

The 2021 awards will be held virtually. Once the Call for Submissions is complete, a jury of urban design experts will consider submissions. In place of traditional in-person site visits by our jury, project teams may be asked to participate in a video conference with our jury and/or provide additional site photos or videos. Members of the jury or HRM staff may also request to visit the site and take photos or videos for jury reference. Projects or plans must have been completed after January 1, 2013 to qualify for the 2021 Halifax Urban Design Awards.

Submission Date & Address

Submissions must be completed, and received before 4:00 PM, **January 31, 2021**. All submissions must be sent by electronically by email or physically by mail to:

Halifax Regional Municipality
Planning & Development, Community Policy
Attention: Halifax Urban Design Awards
PO Box 1749
Halifax, Nova Scotia
B3J 3A5
Canada

or urbandesign@halifax.ca

Entry Fee

A non-refundable entry fee of \$115 (tax included) must accompany submission excluding Student Projects.

Submission Format

Each entry is to be submitted electronically by email or by encrypted USB key by mail. The following information must be provided in a combined PDF submission with your Project Report attached.

1. **Participant Information**
2. **Project Summary** a one-page description of the project and a shortened description crafted for website posts and media campaigns.
3. **Publication Release Form**
4. **Disclaimer and Declaration Form**
5. **Key List of Images** – this list should include image file names, a brief description and photographer credits where applicable for each image provided.
6. **Project Report (attach to form)** – this report is the opportunity for your team to provide a unique representation of your project's narrative and story. This report should include details about the genesis of the project, and highlight key elements that best represent the category your project is submitted under. Your team can combine text, sketches, drawings, and photos in a report format of no more than 15 pages. We also welcome videos or links to videos as part of your submission, if available.



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1) Participant Information

Category

(Check only one box for each submission. Read full category descriptions and criteria on the Halifax Urban Design Awards webpage to ensure your project qualifies before selecting a box below.)

- Urban Design Plans
- Urban Architecture
- Civic Design Projects
- Urban Fragments
- Community Initiatives
- Heritage Restoration Projects
- Heritage Adaptive Re-use Projects
- Student Projects

Entry Fee and Payment Method

Note: the entry fee does not apply to student project submissions.

Enclosed is my non-refundable entry fee of \$115 (tax included – 15% HST Nova Scotia)

- Cheque (made payable to *Halifax Regional Municipality*) OR proof of payment*

*Note: Payment by debit or credit can be made at any HRM Customer Service Centre and a proof of payment must be attached to the application form. Please email urbandesign@halifax.ca if you have any questions about payment.



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Project

Name:

Address:

Completion Date:

(Project/plan must have been completed after January 1, 2013)

Lead Firm (to whom urban design should be credited)

Name:

License Number and/or Proof of Registration:

(Mandatory requirement for Urban Architecture and Civic Design Projects only)

Address:

City/Province/Postal Code:

Telephone Number:

E-mail Address:

Associate Firm(s)

Name:

Contact Name:

Address:

City/Province/Postal Code:

Telephone Number:

E-mail Address:

Contact Person

Name:

Contact Name:

Address:

City/Province/Postal Code:

Telephone Number:



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E-mail Address:

Media Contact Person

Name:

Address:

City/Province/Postal Code:

Telephone Number:

Fax Number:

E-mail Address:

Owner, Agency, or Organization

Name:

Contact Name:

Address:

City/Province/Postal Code:

Telephone Number:

E-mail Address:

Others (if applicable)

use additional sheets if required following a similar format

Name:

Address:

City/Province/Postal Code:

Telephone Number:

E-mail Address:



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General Contractor
(if applicable)

Name:

Address:

City/Province/Postal Code:

Telephone Number:

E-mail Address:

List of Individuals of the Project Team to be recognized

Names:

Contact Name:

Address:

City/Province/Postal Code:

Telephone Number:

E-mail Address:

Photographer(s)

(Should also be listed on the release form and submission materials)

Name:

Address:

City/Province/Postal Code:

Telephone Number:

E-mail Address:



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2) Project Summary

Two descriptions are required in this section:

1. A **Project Description** (500-word maximum) outlining the objectives and significance of the project and summarizing for the jury why the project is considered worthy of an award. This text should be written using publicly accessible language (free of jargon and overly technical language).
2. A **Media Statement** (100-word maximum) that summarizes your project and is crafted for website postings and media campaigns.

1. Project Description (500-word maximum)
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2. Media Statement (100-word maximum)



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3) Publication Release Form

The owners and copyright holders of the text, drawings, photographs, videos, plans, graphics, books and brochures submitted to the 2021 Halifax Urban Design Awards Program, hereby grant permission to the Halifax Regional Municipality to use and reproduce this material for the following purposes:

- Editorial and professional/educational use by the Halifax Regional Municipality in its own works in all media.
- Publicity in Halifax Regional Municipality publications media, including any releases (exclusive of advertising or other commercial use) to announce the awards, and in all materials used to educate the public about urban design.

Images will be retained for the Halifax Regional Municipality and all submissions will become the property of the Halifax Regional Municipality.

For all materials submitted, the copyright notice and the credits must appear on the Participant Identification Form. The Halifax Regional Municipality will include credit and any notice of copyright on all drawings, photographs, graphics, brochures, plans, books that are published and will include this information with all material distributed to other media or retained in its library archives. However, the Halifax Regional Municipality will not be responsible for the failure of other persons or media to identify this information in their publications.

No royalties or other amounts shall be payable by the Halifax Regional Municipality for use of these materials.

I affirm that I am the sole owner of the materials identified in this Publication Release Form; that they are original works; that I, as a copyright holder, have granted my permission to the Halifax Regional Municipality to use these materials for the purpose stated in this Release; and that neither these materials, nor the permission granted hereby infringes upon the copyright, moral right, trademark, or related intellectual property rights of other

Signature (Copyright holder of the text, drawing, photograph, video, slide, plan, graphic, book, brochure, transparency)

Print name/date



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4) Disclaimer and Declaration Form

Disclaimer Terms and Conditions Governing the Application and Award Process

By submitting an application for consideration for an Award, the individual architect/applicant and any affiliated partnership or corporation involved in the application or in any project that is the subject of the application, (herein collectively referred to as the "Applicant") agree to the following terms and conditions governing the application and the Award process.

RELEASE: The Applicant releases and discharges the Halifax Regional Municipality and its directors, officers, agents, jurors, and representatives (herein collectively referred to as the "Releasees") from any existing or future claims of any kind whatsoever in connection with the application, the Award process or any project that is the subject of the application (the "Project"), including but not limited to any claims relating to any plans, designs, specifications, or documents relating to the Project or any review or comment upon same; and the Applicant agrees not to commence any legal proceedings against any person who may claim contribution, indemnity or other relief against any of the Releasees in respect of any such matter.

NO REPRESENTATION OR WARRANTY: Notwithstanding that the receipt and review of applications and related materials may involve an assessment or opinion as to the architectural merits of the work submitted, neither the Halifax Regional Municipality, nor their directors, officers, agents, jurors, or representatives, makes any representation or warranty or assumes any responsibility whatsoever, to the Applicant or to any Third Party, with respect to the Project that is the subject of the application, or with respect to any plans, designs, specifications, or documents relating thereto.

DISCLAIMER OF LIABILITY TO APPLICANT AND THIRD PARTIES: Any comments and any awards that may be made or given by or on behalf of the Halifax Regional Municipality, their directors, officers, agents, jurors, or representatives, with respect to any Project that is the subject of an application for an Award, are for the sole purpose of determining the successful applicant(s) in the Award process, and are not intended to be relied upon by the Applicant or by any Third Party, for any other purpose whatsoever. Any use which a Third Party makes of any such comments or awards, and any reliance placed thereon, or decisions to be made based on any such comments or awards, are the responsibility of such Third Parties. The Halifax Regional Municipality and their directors, officers, agents, jurors and representatives accept no responsibility for damages, if any, suffered by any Third Party as a result of decisions made or actions based on any comments or awards made by or on behalf of the Halifax Regional Municipality.

Declaration I certify that the information in this submission is accurate and that where required the roles of the project team are accurately identified and described.

Signature

Print name/date

AMENDMENTS These terms and conditions may be amended from time to time by the Halifax Regional Municipality, at their sole discretion. Notification of any amendment to these terms and conditions shall be deemed to have been given to the Applicant, by 10:00 a.m. on the first business day after publication of the amended terms and conditions on the web site of the Halifax Regional Municipality, which is presently accessed through www.halifax.ca



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5) Key List of Images

Include image file name, a brief description and photographer credits where applicable for each image provided. Please submit at least 5 images of your project (submit as files separate from your submission package) that we may use in publications and reports related to the Urban Design Awards.

Image File Name (##_Project):	Brief Description:	Photographer Credit:

*Duplicate page if necessary.



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6) Project Report

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*Attach Project Report after this page in a combined PDF file.



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