



**ASSOCIATION FOR  
LEARNING ENVIRONMENTS**  
**ALBERTA CHAPTER**

**2024 ALBERTA CHAPTER**  
**AWARDS**  
**PROGRAM**



## 2023 SCHEDULE

Call For Submittals

March 22, 2024

Electronic Submittal Deadline

April 5, 2024

Display Boards Due

April 17, 2024 @ 7:00 P.M.

A4LE 2024  
Alberta Chapter Conference  
Awards Banquet

Coast Canmore Hotel

Canmore, Alberta

## CONTACT

Architectural Award Chair

Brennan McVeigh  
Architectural Exhibit and Awards Chair

Email: [brennan.mcveigh@cssd.ab.ca](mailto:brennan.mcveigh@cssd.ab.ca)



## DESCRIPTION

The Alberta Chapter Award Program recognizes outstanding educational facilities in the province of Alberta.

The program follows criteria from the Association's LE Solutions Planning & Design Awards Program and the Pacific Northwest Region's Pinnacle Award Program. This ensures that the Chapter projects can also compete at the regional and international levels.

The A4LE program recognizes learning projects which positively impact teaching and learning and result from a sound planning process reflecting the needs and expectations of the community.

## ELIGIBLE PROJECTS

- Education Facilities of New Construction or Modernization/Addition
- Built PreK-12 learning environment projects which were completed in the last 5 years in Alberta are eligible. These include learning environments designed for early childhood learning, elementary, middle/junior high and high schools, alternative schools (eg. charter schools, magnet schools), and other innovative learning environments (eg. museums, outdoor education facilities).
- Post-secondary educational environment.

## AWARD CATEGORIES

### DESIGN AWARD

Awarded to the single most distinctive project, which best satisfies the criteria.

### AWARD OF MERIT

These awards recognize exceptional projects that were not the Design Award winner, but are deserving of recognition according to the criteria.

*Number of award(s) is at the Jury's discretion, if any.*



## SCORING CRITERIA

The following criteria will be applied to all categories of the Alberta Chapter Design Award Program entries:

- The overall success of the planning process.
- The application fully demonstrates the value, results, and positive impact of a comprehensive planning process that engages all stakeholders and address the educational goals and community values.
- The planning process engages the community in which it serves.
- The community is defined within geographic, social, educational, and/or other relevant contexts and the planning addresses the multiple communities. Topics/Areas to address:
  - Assets available within the community
  - Community use/joint-use/partnerships
  - Avenue to economic development/community redevelopment
  - Reflects the unique needs of the community and local workforce
  - Celebrates the unique attributes of the community
- Serves as a center of the community Connects students to their community
- Pre-design planning is comprehensive. Evidence of in-depth conversations, discussion, and/or planning about the educational vision and program prior to the physical design discussions. Please include and/or address the visioning process, design guidelines, program requirements, etc.
- The planning process achieved the goals and vision for the project, district, and community. Identify the goals and demonstrate achievement and results of the planning throughout the process.
- The planning process and learning environment have impacted and elevated teaching and learning. Demonstrate and provide evidence of the value of the process, which can be done through, testimonial, research, test scores and attendance records, etc.
- The learning environment is flexible and adaptable to multiple teaching/ learning models.



## SCORING CRITERIA

Describe how the learning environment:

- Reflects and responds to the desired learning program.
- Supports a variety of learning styles and methods for delivering instruction.
- Supports a “learning anytime, anywhere” philosophy.
- Enables all Learners to be successful.
- Supports future changes in Educational delivery systems.
- Site development is integral to the vision and goals of the community. Please include a site plan.
- The project models sustainability in its physical form (components, systems, attributes) and its educational program.

## REGISTRATION AND ENTRY FEE

- Complete and submit the Entry Form (attached).
- Fees are as follows per project, to be paid at the time of registration: \$250 per entry.
- Registration, payment, and identification of the following must be done prior to submitting the project dossier for judging:
- Identify project (Name, location, district, configuration, etc.).
- Identify key firms/individuals of the process.
- For any questions or issues regarding registration or payment, please contact the Awards Chair listed above in the Contacts section.



# PROJECT DOSSIER

To address the criteria and illustrate the successful story of your project, please assemble a PDF document of no more than 20-pages in length (8.5 x 11) and no larger than 20 MB. Include as many photographs, diagrams and/or images as necessary to illustrate and describe the process and overall project.

Please avoid identification of any particular brand, firm, or owner involved in the project. The dossier should include the following sections:

## 1. EXECUTIVE SUMMARY

- Describe the overall goals and outcomes of the project.

## 2. SCOPE OF WORK AND BUDGET

## 3. SCHOOL & COMMUNITY ENGAGEMENT

- Describe the Community Identify stakeholders Name challenges.
- Describe available assets.
- Describe value of process and project to community at large Educational Environment.
- Explain the educational vision and goals of the school.
- Describe & illustrate:
  - How the environment supports the curriculum.
  - How the environment supports a variety of learning and teaching styles.
  - How the environment is adaptable and flexible.

## 4. PHYSICAL ENVIRONMENT

- Describe & illustrate:
  - The physical attributes of the environment.
  - How the facility fits within the larger context of the community.
  - How the project inspires and motivates.

## 5. RESULTS OF THE PROCESS & PROJECT

- Explain how the project achieves:
  - Educational goals and objectives.
  - School district goals.
  - Community goals.
- Explain any unintended results and achievements of the process & project.



## DOSSIER SPECIFICATIONS

- All dossier files should be in PDF format and not to exceed 20 MB and 20 pages. Files exceeding these limits will not be submitted to the jury.
- Please use the name of the project as the file name.  
For example: Meadowlark Elementary School; Johnson Middle School Modernization; Big Brothers/Big Sisters Learning Center.
- Please insert electronic tabs for each section of the dossier so jurors can easily navigate through the information.
- Either portrait or landscape layout can be used. Please consider that many jurors will review the material in electronic format.
- Avoid using firm names and references from the descriptions.
- Confidential Data Sheet (attached).

## INCLUDE AS A SEPARATE PDF WITH THE PROJECT:

### 1. PHOTO RELEASE FORM

- Please complete, sign, and include the attached Photo Release Form in the submittal transmission. One release per project. Include as a separate PDF with the project dossier.

### 2. OPTIONAL MATERIALS

- Items not necessarily included in the dossier
- All should be in electronic format and labeled by the project name and description of content for each file.

### 3. ADDITIONAL IMAGES:

- No more than 5 additional images not to exceed 1MB each (floor plans, site plans, images of your choice to be used for promotion and marketing of the award).
- Firm name may not appear on photos.



## ELECTRONIC FILE SUBMISSION

Please submit all electronic files as PDF files via:

- Email (if less than 10 MB per file and/or per email. Please do not submit .zip attachments) to the Alberta Award's Program Chair listed in the Contacts section.
- OR, electronic file sharing platforms to Alberta Award's Program Chair listed in the Contacts section. If you are submitting more than one project, please create a sub- folder for each project.

## JUDGING

- Note that projects will be judged on the Project Dossier and other electronic files submitted in advance of the deadline for the awards program, by the jury in accordance with the stated criteria. Awards are per the jury's sole discretion and the jury's decisions are final.
- Display boards will be mounted for the exhibition at the Alberta Chapter Conference for viewing by conference attendees, but will not be used in judging.

## JURY

- A distinguished jury representing design and educational professionals will review entries. They will have sole discretion in selecting entries that best represent exemplary practice in educational facilities design and planning.
- All awards or other special recognition will be awarded at their discretion.
- All decisions are final.
- The Jury will be selected by the Award Program Chair and Alberta Chapter Board) and representing the variety of our membership (public and private, planner and designer).
- Jurors cannot be owners or design team members for any project submitted for the Awards Program for this year.





# DISPLAY BOARDS

## FORMATTING:

- Entries will be displayed prominently at the Conference venue.
- Print and mount display boards on 40" wide X 20" high (Landscape Orientation) eco-board or other suitable rigid, light-weight material, with each project presented on one board. Boards will be mounted using "Velcro" attachments to exhibit frames.
- Please attach (or include in package) sticky-backed Velcro strips in 2" lengths (hook side only) for each corner of each panel.
- Text on Presentation Boards should be large enough for exhibit viewing and kept simple.
- Graphic presentation is at the discretion of the participating Architect; however, the purpose of the Exhibit is to give Conference Attendees a clear understanding of each project.
- Framed boards, boards other than the prescribed size or of a composition that is susceptible to warp cannot be accommodated.

## PROJECT INFORMATION TO BE INCLUDED:

- Name of school and project location.
- Indicate project type (new, modernization, addition, etc.)
- Grade configuration and student capacity.
- Area of building.
- Name of school jurisdiction.
- Name of consultants (architect, engineer, specialty consultants)
- Construction cost of building / tendering process.
- Name of general contractor.
- Names of major material suppliers (in particular A4LE industry partners).



# DISPLAY BOARDS

## CONTENT:

Teams are encouraged to submit boards for the exhibit that most accurately represent the project. The following are suggested for inclusion:

- Illustrative Floor Plan(s) and/or Site Plan(s) that accurately convey program intent and elements.
- Images (photograph, perspective rendering, or sectional drawing) which convey the spatial relationships of the education program space(s).
- Project Narrative that complements the images and drawings.  
Topics which are suggested for the narrative include:
  - The educational vision and goals for the project. Describe how the learning environment supports the planned curricula, as well the ability to adapt and flex to a variety of learning & teaching styles.
  - The project's "community." Identify stakeholders, describe how the community was engaged in the planning, design, and construction process. Describe how the project contributed and responded to the unique nature the community.
  - How the physical form of the learning environment inspires and motivates. Describe how the design integrates and responds to the educational program, how the site contributes, and how the overall project incorporates sustainability values.
- Educational results and achievements. How the project has influenced the district and community, including any unintended results and impacts of the process & project.



# DISPLAY BOARDS

## PACKING & SHIPPING:

Displays must first be submitted digitally by March 22nd 2024 to the Alberta Award's Program Chair listed in the Contacts section (Page 1).

Displays are to be at the Conference no later than 7pm, Wednesday, April 17, 2024.

If entries are being couriered to the Architectural Exhibit, delivery of entries must be prepaid and entries should be adequately protected for delivery to the conference site.

Submissions are to be picked up at the conclusion of the conference.

Remaining panels will be destroyed unless other arrangements have been made through the Architectural Exhibit and Awards Chair.

## SUPERVISION & SERVICES OF THE ALBERTA CHAPTER:

The Alberta Chapter of the A4LE reserves the right to assign exhibit space and to withhold from exhibition entries deemed to be unsuitable for display.

The Alberta Chapter will supervise unpacking and hanging of the exhibits and for dismantling.

Adequate general illumination will be provided. No special lighting system will be provided or allowed.

Neither the Alberta Chapter nor the exhibit hosts, any officers or staff members will be responsible for the safety of the property of the exhibitors from theft, damage by fire, accident or other causes. Reasonable care to protect the property from such loss will be exercised. Entrants wishing to protect their exhibits beyond the provisions above must do so at their own expense.



# DISPLAY BOARDS

## COLLECTION AND DISPOSAL OF MATERIALS

Exhibitors are responsible for collecting their submittal boards at the end of the conference. Any boards not collected at Conference close may be disposed of. For special arrangements, contact the Architectural Awards Chair.

## PARTICIPANT NOTICE

Exhibitors are reminded that these are exhibitions of school architecture and not a commercial display. Personal solicitation or distribution of literature in conjunction with the Design Exhibit is prohibited.

## ADDITIONAL INFORMATION

If you have any questions, please contact the individuals listed in the Contacts section.

## DISPLAYS ARE TO BE AT THE CONFERENCE NO LATER THAN 7PM, WEDNESDAY, APRIL 17, 2024.

If entries are being couriered to the Architectural Exhibit, delivery of entries must be prepaid and entries should be adequately protected for delivery to the conference site.

Submissions are to be picked up at the conclusion of the conference.

Remaining panels will be destroyed unless other arrangements have been made through the Architectural Exhibit and Awards Chair.

## ARCHITECTURAL AWARDS ENTRY FORM

Coast Canmore Hotel  
Canmore, Alberta  
April 17th - 19th, 2024

### REGISTRATION SUBMISSIONS

To participate return this registration form, payment and your electronic submission by March 22, 2024 to:

Brennan McVeigh - Architectural Exhibit and Awards Chair  
email: brennan.mcveigh@cssd.ab.ca

All projects submitted on display boards will be displayed for the duration of the conference. **Two submissions** are required in each category in order for an award to be presented. Project Categories are New Construction & Modernization/Addition.

### SUBMISSION INFORMATION

CONTACT NAME

FIRM/ORGANIZATION

A4LE MEMBER ID

ADDRESS

COUNTRY

CITY

PROVINCE

POSTAL CODE

PHONE

Submit each project electronically as outlined in the Awards Submission Packet.

Each project is allowed one panel, each measuring 40" x 20" x 1/4" foam boards (Landscape orientation) with Velcro mounting on back of panel (Hook part of Velcro).

#### JUDGING:

April 18, 2024. Presentation of Awards at Awards Banquet.

#### CRITERIA:

- Refer to the criteria outlined in awards submission packet.
- The jury recognizes that every project may not have all of the criteria present in equal measure. If so, please emphasize those criteria that are pertinent to your submission.

#### REQUIRED:

- Identify the project category as New Construction or Modernization / Addition.
- Entry Fee: \$250 per project

X ENTRY FEE - \$250 PER PROJECT =

NUMBER OF PROJECTS ENTERED

TOTAL (\$)

Note: Cheques to be made out to **A4LE Alberta Chapter**

#### INFORMATION:

Refer to the criteria outlined for the project dossier in the awards submission packet.

#### ELIGIBLE PROJECTS:

- Projects must be completed within the past four years (2020, 2021, 2022 or 2023) to be eligible for consideration for an award.
- Projects must be a K-12 or post-secondary educational environment.
- Entries acceptable from registered architects and/or owners from Alberta with membership in A4LE. (Submissions will not be accepted from non-members.)

## ARCHITECTURAL AWARDS ENTRY FORM

Coast Canmore Hotel  
Canmore, Alberta  
April 17th - 19th, 2024

### PROJECT DATA

#### SUBMITTING FIRM:

PROJECT ROLE	
PROJECT CONTACT	
TITLE	
ADDRESS	
CITY, PROVINCE	
PHONE	

#### JOINT PARTNER FIRM:

PROJECT ROLE	
PROJECT CONTACT	
TITLE	
ADDRESS	
CITY, PROVINCE	
PHONE	

#### OTHER FIRM:

PROJECT ROLE	
PROJECT CONTACT	
TITLE	
ADDRESS	
CITY, PROVINCE	
PHONE	

#### CONSTRUCTION FIRM:

PROJECT ROLE	
PROJECT CONTACT	
TITLE	
ADDRESS	
CITY, PROVINCE	
PHONE	

### PHOTO RELEASE

Return SIGNED copy with your submittal

#### PROJECT NAME

#### PROJECT LOCATION

A4LE has our permission to:

- Send photos electronically to jury members (required for entry).
- Display photos in the award winners' area of the website, if selected as a finalist.
- Display photos on other sections of the website as representative A4LE projects.
- Print photos in A4LE newsletters.
- Print photos on A4LE marketing materials, i.e. brochures, awards, call for entries, etc.
- Print photos and project details in the A4LE Design Portfolio, if selected as a finalist.
- Special projects with prior permission.

Please Note: A4LE maintains an in-house archive of school designs as part of our research library.  
Your information will be entered and recorded as one of those designs.

#### FIRM

#### RESPONSIBLE PARTY/PHOTOGRAPHER

#### SIGNATURE

#### DATE OF RELEASE