

**Association for Learning Environments, Washington Chapter**  
**POLISHED APPLE AWARD PROGRAM**

**2018 Schedule**

Call for Submittals Target Date	February 7 (Award Program document available, registration site available for payment)
Early Bird Registration	March 1 (Payment due online at the same time or before electronic materials are submitted)
Electronic Submittal Deadline	April 10
Display Boards Due	April 30, 4:00 p.m. at BLRB Architects <u>or</u> May 1, 2:00 p.m. at Motif Seattle
Award Announcements	May 4, 8:00 a.m. at Motif Seattle

**Contacts**

Polished Apple Program Co-Chairs:	Karen Wood ( <a href="mailto:kwood@mahlum.com">kwood@mahlum.com</a> ) Andy Cottrill ( <a href="mailto:acottrill@blrb.com">acottrill@blrb.com</a> )
Exhibition Coordinator:	Andy Cottrill ( <a href="mailto:acottrill@blrb.com">acottrill@blrb.com</a> )
Member Care Manager:	Donna Robinson ( <a href="mailto:donna@a4le.org">donna@a4le.org</a> )

**Description**

The Polished Apple Award Program recognizes outstanding educational facilities in the state of Washington. The program follows criteria from the Association's LEsolutions Planning & Design Awards Program and the PNW Region's Pinnacle Award Program, so as to encourage Chapter projects to also compete at the regional and international levels.

This year, the submittal requirements for the Washington Chapter Polished Apple award are identical to the submittal requirements for the Regional Pinnacle Award, **with the exception that the Polished Apple entries may include 1 video in the Optional Materials**. All projects submitted to the Polished Apple are eligible for the Pinnacle Award and will be automatically submitted to the Pinnacle Jury for consideration.

This 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**

Built preK-12 learning environment projects which were completed in the last 4 years in Washington are eligible. These include learning environments designed for early childhood learning, elementary, middle/junior high and high schools, alternative schools (e.g. charter schools, magnet schools), and other innovative learning environments (e.g. museums, outdoor education facilities).

## **Award Type**

Trophy for Polished Apple Award.

Plaques for Awards of Merit and the People's Choice Award.

The Polished Apple and Merit Award winners will be showcased on the A4LE Washington Chapter website.

## **Award Categories**

Polished Apple Award: Awarded to the single most distinctive project, which best satisfies the criteria; one winner.

Awards of Merit: These awards recognize exceptional projects that were not the Pinnacle Award winner, but are deserving of recognition according to the criteria. Number of awards is at the Jury's discretion, if any.

People's Choice Award: Attendees at the Conference will have the opportunity to vote for the People's Choice Award. The winner will receive the Merit Award level of recognition.

## **Scoring Criteria**

The following criteria will be applied to all categories of the Polished Apple 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, the educational specifications, design guidelines, program of 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. 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**

Click [here](#) to register online.

Fees are as follows per project, to be paid at the time of registration:

### A4LE Members

\$400 USD for projects registered on or before March 1

\$450 USD for projects registered between March 2 and April 10

### Non-Members

\$450 USD for projects registered on or before March 1

\$500 USD for projects registered between March 2 and April 10

Online 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 online registration or payment, please contact the Member Care Manager 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 and no larger than 15 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:

Executive Summary—describe the overall goals and outcomes of the project

Scope of Work and Budget

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.

Describe & illustrate how the environment supports a variety of learning and teaching styles.

Describe & illustrate how the environment is adaptable and flexible.

#### Physical Environment

Describe & illustrate the physical attributes of the environment.

Describe & illustrate how the facility fits within the larger context of the community.

Describe & illustrate how the project inspires and motivates.

#### Results of the Process & Project

Explain how the project achieves educational goals and objectives.

Explain how the project achieves school district goals.

Explain how the project achieves 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 15 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-Major Addition; 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**

Include as a separate PDF with the project dossier.

<http://media.a4le.org/pacificnorthwest/ConfidentialForm.docx>

## **Photo Release Form**

Please complete, sign, and include the photo release form in the submittal transmission. One release per project. Include as a separate PDF with the project dossier.

<http://media.a4le.org/pacificnorthwest/PhotoRelease.docx>

## **Optional Materials — in addition to the dossier**

All should be in electronic format and labeled by the project name and description of content for each file.

Additional Images and/or video: No more than 5 additional images or 4 additional images and 1 video. Images not to exceed 15 MB in total (floor plans, site plans, images of your choice to be used for promotion and marketing of the award).

Videos are encouraged to provide jurors an enhanced experience of the project response to the scoring criteria. Videos must be web-hosted and no more than 2 minutes in length. Submit a link via email along with your submission.

Firm identity may not appear on photos or in videos.

## **Electronic File Submission**

Please submit all electronic files as PDF files via:

Email (if less than 10 MB per file and/or per email) to the Pinnacle Award Program Chair listed in the Contacts section.

OR, electronic file sharing platforms to Pinnacle Award Program Chair listed in the Contacts section. If you are submitting more than one project, please create a sub-folder of ZIP file 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 PNW Regional 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, with the exception of the People's Choice Award, will be awarded at their discretion. All decisions are final.

The jury will consist of an educator recognized as an innovative leader (to be determined); an educational facilities planner with substantial experience as the primary Owner representative on major education facilities projects (to be determined); and an Architect who has completed significant works of civic design (to be determined). Additional jurors may be included at the discretion of the conference committee. The Jury will be selected by the Award Program Co-Chairs and the Conference Committee. Jurors cannot be owners or design team members for any project submitted for the Polished Apple Award Program for this year.

The jury may choose to visit projects within a 1.5 hour drive of the conference to make their final selections. Please list a contact on your Entry Form for the person that will coordinate access to the facility, if requested.

## **Display Boards**

Entries will be displayed prominently at the Conference venue.

Print and mount display boards on 20" X 40" landscape oriented, 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.

The display boards should meet the following criteria:

### **Board Content**

Project Data with the following minimum information:

Clearly indicate the Owner, Architect, Project Name, and location of project.

Names of consultants including educational consultants, architects, engineers, and specialty consultants, and project management personnel

Name of general contractor

Names of major material suppliers (in particular A4LE industry partners)

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 clients' 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.

### **Packing & Shipping**

Completed boards are to be submitted to the address below by April 30, or hand delivered to the conference site by 2:00 pm on May 1. If you ship boards, the packaging is to be durable and constructed of suitable rigid material. Exhibit panels should be shipped directly to the Exhibition Coordinator:

Andy Cottrill  
BLRB Architects  
1250 Pacific Avenue. Suite 700  
Tacoma, WA 98402  
(253) 627-5599

If you plan to hand deliver your boards, please send written e-mail notification to Andy Cottrill at [acottrill@blrb.com](mailto:acottrill@blrb.com) two weeks in advance of the conference.

### **Supervision & Services**

Conference planners reserve the right to assign exhibit space and to withhold from exhibition entries deemed to be unsuitable for display. Adequate general illumination will be provided. No special lighting system will be provided or permitted.



**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 Exhibition Coordinator.

**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.