

A QUICK "HOW-TO" GUIDE TO SUBMIT YOUR ENTRY ONLINE CCAA PUBLIC DOMAIN AWARDS 2011

CCAA
PublicDomain
AWARDS 2011

Entries will be accepted from now through to 31 March 2011.

All entry submissions must be made online at
www.ccaa.com.au/publicdomain/entry.php

ENTRY

Below are some simple steps to assist you in submitting your entry online.

1 Log in and Register

Go to

www.ccaa.com.au/publicdomain/entry.php

You will need to register by using your email address in the top right hand corner of the screen. This creates your account so you can make online project submissions, which you manage and may edit up until submissions close. Once you have commenced your submission, you can log in and out at anytime without losing submission data. If you have already registered or submitted into the program, you can log in using your email address to view your applications.

2 Create Entry Submission

Before beginning your entry submission, read and tick the box to agree with the Terms and Conditions of Entry.

3 Project Details

Please be prepared to provide the following information when entering your submission:

Project Title*:

Street*:

Suburb*:

State*:

Post Code*:

4 Select Award Category

There are 7 Award categories: Streets, Bridges, Paths, Public Artworks, Precincts, Walls and Sustainable Design.

5 Submission Contact Details

Please provide your contact details

First Name*:

Last Name*:

Position*:

Project Role*:

Company Name*:

Address*:

Suburb*:

State*:

Post Code*:

Phone*:

Fax:

Email*:

6 Associated Organisations

Here you can acknowledge other organisations involved in the project.

e.g.: Owner/Developer, Architect, Landscape Architect, Artist, Principal Contractor, Principal Engineer, Specialist Concrete Subcontractor, Main Concrete Supplier.

Please note the names of associated organisations should appear in the form in which they are to appear on any awards and/or publicity material. CCAA will also use this information to invite these contacts to the Awards ceremony.

7 File upload

Here you are required to upload images and document(s) in your secure area. Remember that you can log in and out without losing submission materials.

> *Image submissions requirements:*

Upload a maximum of 20 photographs of the project as high resolution (for print publication purposes) and must be provided as 300 dpi CMYK JPEGs or TIFF format, at A5 size (145mm wide X 210 mm deep) or larger.

> *Written criteria requirements:*

A 1000-word general description of the project in Microsoft Word format. If entering the Sustainable Design category, you are required to provide an additional 300-word description.

8 Entry Submission and Payment

Once you have completed the above steps, you can then pay and submit your project. Each category (except Sustainable Design – which is free if entering any other category) is charged at \$60. The system will automatically calculate the total cost of your entry.

Each submission / payment is confirmed by a tax receipt sent to your email address. Retain a copy for taxation purposes. Visa and Mastercard are accepted.

CATEGORIES

Submitted projects must include a significant concrete component and fit within one or more of the following categories:

Category 1: Streets

Include individual new streets or a number of streets, including an entire subdivision. Also in this category is the upgrading of existing streets, including the construction of traffic-calming measures.

Category 2: Paths

Include bicycle paths, skateboard facilities, shared-use paths, footpaths, malls, promenades and other areas intended primarily for use by pedestrians, cyclists, skateboarders and rollerbladers.

Category 3: Precincts

Include parklands, plazas, malls, building forecourts, playgrounds and other areas intended as a place to gather.

Category 4: Walls

Include acoustics barriers, fences, retaining walls, perimeter walls and others.

Category 5: Bridges

Include pedestrian, train, vehicular and others.

Category 6: Public Artworks

Include sculpture, fountains, street furniture and any other artwork or aesthetic feature that serves the purpose of enhancing the public domain through art.

Category 7: Sustainable Design

Any projects that represent excellent examples of sustainable design.

WRITTEN CRITERIA

A 1000-word written general description of the project explaining how the entry performs against the Assessment Criteria must be submitted online in Microsoft Word document.

These following assessment criteria should be addressed when submitting the entry:

- Function and performance
- Aesthetics
- Economy
- Durability
- Construction techniques
- Traffic management or calming (where appropriate)
- The overall significance of the works in relation to the public domain
- Environment sustainability
- Innovative use of concrete.

If entering the Sustainable Design category, you are required to provide a 300 word descriptions of how the project demonstrates the principles of sustainable design (in addition to the required 1000 word general description).

Images and written submissions are very important. Ensure that you:

- Upload high quality and well composed images.
- Respond to the criteria succinctly and with relevant, factual information
- Make a case for your project receiving an award.

JUDGING

The judging panel for the 2011 Public Domain Awards will again be chaired by Professor Catherin Bull, Elisabeth Murdoch Professor of Landscape Architecture at the University of Melbourne. Catherin is Australia's pre-eminent landscape architecture academic with a distinguished professional career.

TERMS & CONDITIONS OF ENTRY

1 Only projects completed between 1st April 2009 and 31st March 2011 are eligible for entry to the 2011 Awards.

2 Projects can only be entered by the owner/developer, designer or contractor.

3 A project may be entered into more than one category, and different parts of one project may be entered separately.

4 A 1000-word written general description of the project explaining how the entry performs against the Assessment Criteria must be submitted online.

5 A project entered into categories 1-6 (inclusive) may also be entered free of charge into Category 7 Sustainable Design. Please note a 300-word description of how the project demonstrates the principles of sustainable design must accompany the entry (in addition to the required 1000-word general description of how the project satisfies the Assessment Criteria).

6 A maximum of 20 project images per project entered must be included with each entry.

7 Images to be submitted in digital format 300dpi minimum resolution CMYK jpeg or tiff format. All files must be A5 size (145mm wide x 210mm deep) or larger.

8 The online entry form must be submitted indicating that the 2011 Award Submission Requirements have been read and understood, and the approvals/support from all relevant project participants have been gained.

9 All material submitted as part of the entry will remain the property of Cement Concrete & Aggregates Australia; and with judges/juries comments may be used for the purpose of promotion and or publicity.

10 The names of all project contacts e.g. owner/developer, architect, landscape architect, artist, contractor, engineer, suppliers and others should appear in the form in which they are to appear on any awards and/or publicity material.

11 An entry fee of A\$60 per category must accompany each

entry. Please make the online payment to Cement Concrete & Aggregates Australia when submitting your entry.

12 CCAA reserves the right to disqualify non-compliant entries with respect to the terms and conditions.

13 Awarding of category winners and/or jury commendations remains the sole discretion of the jury panel. The awards or its categories may be declared as 'vacant' should entries (or number of entries) be deemed inappropriate. Judging decisions will be impartial, well-considered and final with no correspondence entered into.

14 Award submissions and payment must reach CCAA by close of business Thursday 31st March 2011.

PRIVACY INFORMATION

CCAA maintains databases to invite participation in the program. View the privacy policy at www.ccaa.com.au/terms.php for more information.

NEED HELP IN SUBMITTING YOUR ONLINE ENTRY?

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