COUNCIL OF ARCHITECTURE
Students' Awards
For
Excellence in Documentation of Architectural Heritage 2024

BACKGROUND

1.1 **Council of Architecture (COA)** has instituted an award for excellence in documentation of architectural heritage in India. The COA Heritage Award has been instituted with an objective to encourage interest and talent of students for understanding, documentation of heritage buildings and to develop and promote sensitivity and awareness towards India's architectural heritage amongst students of architecture across the country.

ELIGIBILITY

1.2 The term 'Student' shall mean a bonafide student of College of Architecture, who is a student of a full-time Architecture Degree programme.

The term 'College' shall mean and Institute/college/school/department of architecture recognized by Council of Architecture.

Each documentation project must be submitted through the Head of the Institute/ Principal of the college.

PERSONS INELIGIBLE

1.3 No member of the organizing body or an associate or an employee or any member concerned with the preparation or organizing the competition shall be eligible to assist a student/college participating in the programme.

PARTICIPATION IN THE AWARDS PROGRAMME

1.4 The conditions for participation and Online Registration Forms are available on the website **www.coa.gov.in**

Last date of online registration shall be announced on www.coa.gov.in

Each college/school/department of architecture recognized by Council of Architecture shall be invited to submit two entries in each of the following categories per sanctioned intake of 40 students or part thereof for the academic year 2023-2024, in the form of A2 sized panels, minimum six and maximum ten in number, in their respective zones.

> **Category A: Architectural Heritage**
> **Category B: Arts and Crafts Related to Buildings**
> **Category C: Indigenous Dwellings**

Each entry shall comprise of a documented project prepared, not before 31st May 2019, by a group of not more than 12 bonafide students of the college of architecture.

The entries received, shall be judged by panels of eminent architects in each of the five zones, to select two entries in each category of the program to represent each zone at Stage 2A of the final jury. At the final jury (Stage 2A assessment), three architects of eminence would be invited to judge the entries in each category of the program received from the five zones and short list three documentation projects in each category for the final Jury (Stage 2B assessment) and award the prizes.

1.5 Each entry must be accompanied by a copy of the declaration/proof of identity in the specified format (Declaration Forms) signed by the students and the head of the institution, enclosed in an envelope. Each participant must be prepared to satisfy the Jury that he is the bonafide author of the project that is submitted.

The complete set of Declaration Forms, duly filled in and completed in all respects, together with a Pen Drive as prescribed, should be received, in original, by registered speed post or forwarding agent at the address below not later than the declared deadline.

The Director,
Council of Architecture Training & Research Centre (COA-TRC),
2nd Floor, A-4(B), Abhimanshree, Off. Pashan Road, Pune - 411 008.
Tel: 0-9764-000-352
Email: director@coatrc.in

Details of deadlines will be published on **www.coa.gov.in** shortly.
No registration fee is charged.

JURY PANEL
1.6   A jury of eminent architects shall be constituted. The Jury shall be appointed to adjudicate on the documentation projects submitted and make the award.
1.7   The jury members shall be appointed by the Promoter from amongst eminent architects.

PRIZES AND MENTIONS
1.8   The Council of Architecture (Promoter) undertakes to accept the decisions and awards of the jury panel and grant the following awards: There will be five zones.

PRIZES AND MENTIONS:

Winners at Zonal Jury (Total 6 Nos. in each zone, 2 in each category)	Rs.15,000/- + Certificate each
Winners at National Jury (Total 3 Nos., 1 in each category)	Rs.1,00,000/- + Certificate each
Citation at National Jury (Total 6 Nos., 2 in each category)	Rs.25,000/- + Certificate each

SUBMISSION OF DOCUMENTATION PROJECTS
1.9   Submission of the documentation projects implies acceptance of the awards programme's conditions. Participants are advised to retain copies of the material submitted.
1.10   No symbol, motto or distinguishing mark will be placed on any part of the panel except title of the project at the designated location.
1.11   Each participant team must be prepared to satisfy the Board of Assessors about the originality of the documented project submitted as entry.
1.12   Online submission of registration forms / uploading of declaration forms, drawing panels, presentation, not later than declared deadline.

JUDGING PROCEDURE
1.13   The promoter will place a secretariat at the disposal of the jury to minute their meetings and record their decisions.
1.14   The deliberations of the jury will be confidential. No member of the Heritage Awards Committee or Technical Adviser or promoter's staff or Award's Secretariat may disclose any details of the awards, deliberations or decisions. The decisions of the jury are final and binding on the promoter and all concerned.
1.15   The judging of the entries is scheduled to take place as listed below –

Stage1 (Shortlisting in each zone of participation)
A team of assessors will short list two entries in each of the three categories for stage 2 assessment. The authors of the code numbers of the selected entries will be communicated and awarded at the zonal level. The selected 06 entries (two per category) from each zone are invited to participate in the stage 2A assessment for the final jury.

Stage 2A (National Jury - Shortlisting)

A team of assessors will short list three documentation projects in each category for stage 2B assessment. The board of assessors may at its discretion select two entries as standby in each category, (to be listed in order of merit), in addition to the shortlisted three, code numbers of whom will be listed and kept in a separate sealed envelope. This envelope may be opened only if authors of any of the shortlisted entries in the respective categories are not present at the jury, and only after presentations of other shortlisted participants are complete.

Stage 2B (Final Jury-Presentation)

Authors of the nine short listed documentation projects (three in each category) shall make an audio-visual presentation to members of Jury (Assessors) in a public jury attended by eminent citizen, public and students, held on the date of Final Jury. The participants must make the presentation. The sequence of presentation at the final jury will be announced by a draw of lots. Each shortlisted entry will be given a minimum of 20 minutes & maximum of 30 minutes for the entire Jury. It will consist of maximum of 15 minutes for the presentation on screen & 15-20 minutes for the question-answers

1.16 The promoter will announce the Awards for Excellence in Architectural Documentation, and Citations, after completion of all the presentations.

1.17 A copy of the report of the jury will be made accessible for inspection to participants at the same time as the jury's award is made public.

DISQUALIFICATION

1.18 The jury may disqualify entries for the following reasons:
   1. Incomplete entries shall be disqualified by the promotor/his representative/s.
   2. If received by COA at the address given above and, on the website, www.coa.gov.in by post after the declared deadline.
   3. If the participant disregards any of the conditions of the programme
   4. If the participant attempts to influence any member of the Jury Panel

TERMINATION OF AWARDS PROGRAMME

1.19 If against all expectations entertained by the promoter, the result of the awards programme is such that none of the participants could be declared by the jury as the winners of the awards, the programme could be regarded as terminated and the promoter will on the advice of the jury award only the citation awards to selected projects.

ANNOUNCEMENT OF AWARD

1.20 The promoter will publish the award of the Board of Assessors after having first informed the authors of the entries.

RIGHTS

1.21 All material received as an entry including the Pen Drive will be retained by the promoter as their property.

1.22 Copyright of all projects including the winning projects will be that of the authors of the documentation, however, the promoter will have the right to publish the projects received, in journals and as a compilation of entries received, for purpose of records, academic interest and creating an archive.

SETTLEMENT OF DISPUTES

1.23 In the event of dispute not related to the judging procedure or the award of the jury panel, the settlement will be by arbitration without recourse to the legal authorities.

AWARDS PROGRAMME SCHEDULE

1.24 The competition will be run in accordance with the following time table:

IMPORTANT DATES for Heritage Awards 2024	
Awards guidelines will be made available by the promoter Deadline for • Online submission of Registration forms • Upload of Declaration forms	Dates will be published on www.coa.gov.in shortly.
Allocation of code numbers to participants by email	
Deadline for upload of Single PDF file having all A2 sized	
Sheets/Panels (Min. 06 & Max. 10) comprising an entry	
Deadline for hard copy of Declaration Forms (in original) and Pen Drives to be received at COA-TRC, Pune	
JURY DATES	
Zonal Jury Short listing at Zonal Jury Declaration of Zonal Awards	Dates will be published on www.coa.gov.in shortly.
Final Jury Announcement of short listing for Final Jury, Presentation of shortlisted entries and Declaration of Awards	

SUBMISSION FOR AWARDS

Submission to the promoter at COA-TRC Pune:

To be submitted at the time of registration (for receipt on or before the declared deadline)

Envelope containing Forms as per 1.24.1 + Pen Drive as per 1.24.2

1.24.1 A complete set of Declaration forms, in original, duly filled in and completed in all respects.

1.24.2 Pen Drive (bearing the code number provided by the promoter) adequately protected for handling and containing:
  1. Scanned copies of the completed declaration forms.
  2. Passport size photographs of the participants,
  3. Single PDF file containing all A2 sized sheets (minimum six but not more than ten) comprising the entry.
  4. Minimum fifteen photographs of the documented project. (All the photographs shall be in jpg format at resolution of 300 DPI.)
  5. a) Project brief: The participant should give a brief write up of the project in minimum1500 words to maximum 5000 words as a MS word file in Arial 12 points, double spacing in A4 portrait format.
     The project brief shall elaborate on the process of documentation in addition to the following aspects in each category.

      b) Following parameters must be included along with the other relevant data as a part of the

entry

      in the respective category.

      A. ARCHITECTURAL HERITAGE
  1. Justification for selection of the project.
  2. Factual data – Coordinates, Location, Site & Structure Area, Accessibility and Ownership.
  3. Context- Physical, Historical, Evolution (if applicable)
  4. Detail Documentation map, site plan, floor and roof plans, sections, elevations & relevant details to include openings details column/beam/brackets/projections etc. (drawn to appropriate scale and supported with relevant images)
  5. Architectural analysis must also include stylistic analysis, materials and construction techniques, special features, influences along with the other relevant data.

B. ARTS AND CRAFTS
1. Justification for selection.
2. History of the art or craft.
3. Region where it is practiced supported with map of appropriate scale.
4. Communities associated with the art or craft.
5. Raw materials needed.
6. Stages in the process explained supported with relevant graphics.
7. Unique features highlighted.
8. Case studies: Documentation of best cases.

C. INDIGENOUS DWELLINGS
1. Justification for selection.
2. Location (Coordinates, place/ district/ state) with map.
3. Area Covered.
4. History and Evolution.
5. Neighborhood level documentation and analysis.
6. Typology / typologies documentation and analysis.
7. Detail Documentation map, site plan, floor and roof plans, sections, elevations & relevant details to include openings details column/beam/brackets/projections etc. (drawn to appropriate scale and supported with relevant images)
8. Associated intangible aspects like traditional communities, socio-cultural aspects, religious practices, traditions in relation to spatiality.

6. AutoCAD / Photoshop / Corel Draw drawings: Drawings containing all finished plans, site plans, elevations, sections, architectural details of the project in simple line drawings with line thicknesses (without render) in proper layers and purged files in AutoCAD 2000 format. The documentation may concern itself with built form, arts and crafts, precincts and spaces, materials and techniques, oral history etc.
7. jpeg/pdf files: 3d views, pen and ink sketches, model images, illustrated plans, sections, elevations, details should be in jpeg images/PDF format.
8. Power point presentation: A copy of the presentation prepared for the final jury.

The submission (as per 1.24.1 + 1.24.2) should be sent at the following address:
> **The Director,**
> **Council of Architecture Training & Research Centre (COA-TRC),**
> 2nd Floor, A-4(B), Abhimanshree, Off. Pashan Road, Pune - 411 008.
> Tel: 0-9764-000-352

1.25   Items to be uploaded by competitors online:

1. Single PDF file containing A2 sized sheets (minimum six but not more than ten, size limit upto 30MB).

2. Power point presentation: A copy of the presentation to be made to the jury at the Zonal Jury and Final Jury in ppt format and video (optional) in mp4 format, total size limit upto 30MB.

3. Power point presentation: A copy of the presentation to be made to the jury at the Zonal Jury and Final Jury in pdf format, size limit upto 30MB.

1.26   **Any changes in dates or details of zonal and all India events will be displayed on the website www.coa.gov.in**

1.27   *Label for Dispatch of Forms and Pen Drive (as per 1.24.1 and 1.24.2)*

DECLARATION FORMS + Pen Drive
To,
The Director,
Council of Architecture Training & Research Centre (COA-TRC),
2nd Floor, A-4(B), Abhimanshree, Off. Pashan Road, Pune - 411 008.
Tel: 0-9764-000-352
email: director@coatrc.in
COUNCIL OF ARCHITECTURE's STUDENTS' AWARDS
FOR EXCELLENCE IN DOCUMENTATION OF ARCHITECTURAL HERITAGE 2024

1.28   Sticker for Envelope containing the Pen Drive

ENTRY Pen Drive		**CHECKLIST:**	
Code Number ………………………………		Declaration forms	
Title of Project ………………………………………………		Passport Photos	
……………………………………………………………………		PDF of sheets	
Institute Code ………………………………..		Synopsis	
Institute ………………………………………………………		AutoCAD / Photoshop/Corel Draw drawings	
……………………………………………………………………			
Sign (Group Leader): ………………………………		Images	
		Presentation	
COA STUDENTS' AWARDS FOR			
EXCELLENCE IN DOCUMENTATION OF ARCHITECTURAL HERITAGE- 2024			
COUNCIL OF ARCHITECTURE TRAINING AND RESEARCH CENTRE, PUNE			