



“20 Centres for 2010” Windhoek

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Concept Design Guidelines

Architecture for Humanity
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Registration Requirements

This initiative is open to designers and architects living or working within the African Continent or entrants to the 2004 Siyathemba Design Competition. Designs may be submitted by an individual or by a team. There is no limit to the number of entries per person, or the number of teams with which an individual may participate.

Please note: Each entry must meet the requirements for submission outlined below.

Initiative launches: March 3rd, 2009

Submission deadline: March 23rd, 2009

How to Register

Eligible designers must register with the Open Architecture Network at <http://www.openarchitecturenetwork.org> to enter this initiative. **Email us your username** and we will set up your project. It should appear in the right hand sidebar and also in the Competitions Tab on the 'My OAN' page.

The deadline for registration and submission is March 23rd, 2009.

Team Entrants

One registered user must start the project and invite other team members. This individual is considered the Team Lead and will be the contact between designers and competition administrators. Please be certain to update all contact information throughout the Open Architecture Network. You'd want to know if you were selected, right?

Registration Fees

There are no registration or submission fees for this project. This is a closed invitation competition.

Submission Requirements

- 1: The period for the work submission is March 3rd, 2009 – March 23rd, 2009.
- 2: The entry must be received by March 23rd, 2009 in order to be reviewed by all the project partners.
- 3: The submission should be original in content.
- 4: All entries must be submitted without identifying marks, including logos, text, insignia, or images on the display surface that could be used to identify the submission's authors.
- 5: All digital files must be submitted to the "Files" tab of your project on the Open Architecture Network. All file names should include your firm/team name (e.g., [site name] [firm name]_[imagename].jpg). Please contact us immediately if you are having trouble uploading your files.
- 6: All submissions must include the following digital files:

a) Submission Document (REQUIRED)

This is a text document which must include your firm information and information regarding your design. Entries submitted without firm information including contact information will not be accepted.

All text should be in English. The form must include a title, a 200 word description of your proposed design, a potential list of materials used in the construction of your proposed design and a rough budget.

The text file must also list all team members and any details that you feel may be of interest to the client.



The file should be named/saved as: site name_[firm name]_submissionform
(i.e. Huruma_ Jo B Architecture_submissionform)

b) Digital Submission Board (REQUIRED)

Format: 3000 pixels x 2000 pixels (15in x 10in @ 200 DPI) in JPEG, PNG or GIF format.
File sizes must not exceed: 3MB per file

This board should provide an overview of your concept and should be designed to convey your idea to jury members and others without the aid of accompanying submission materials.

The file should be named/saved as: site name_[firm name]_digitalboard

c) Site plan (REQUIRED)

Format: 3000 pixels x 2000 pixels (15in x 10in @ 200 DPI) in JPEG, PNG or GIF format.
File sizes must not exceed: 3MB per file

The site plan does not have to be to scale but should accurately portray the schematic layout of your proposed facility. All dimensions, though not required, should be in meters.

The file should be named/saved as: site name_[firm name]_siteplan

d) Supplemental images (OPTIONAL)

Format: 2000 pixels x 1000 pixels (10in x 7.5in @ 200 DPI) in JPEG, PNG or GIF format.
File sizes must not exceed: 3MB per file

Web animations (Flash or Gif formats only) will also be accepted.
You may not submit more than four supplemental files.

There is no **restriction on the style or content of supplemental images**. For example, applicants may scan photos of a model, hand-drawn sketches, or ink drawings. 3D computer graphic renderings and web animations are welcomed provided they do not exceed the maximum file size.

The file(s) should be named/saved as: site name_[firm name]_supplementalimage_1, site name_[firm name]_supplementalimage_2

5: Entries must be submitted in the required electronic formats listed above. Your entry, including all images and text files, must not exceed 10MB in total.

How to submit:

Once you have gathered the required text and image files, submissions may be uploaded to the Open Architecture Network or by e-mail. All files must be submitted together at one time.

To enter your submission by e-mail: Send your files as an e-mail attachment to:
oanastanescu@architectureforhumanity.org

The subject line of the e-mail must read:
Design Submission - [site name, firm name, country]
(i.e. "Huruma, Design Submission - Jo B Architecture, Kenya")

How to edit:

Once you have gathered the required text and image files and emailed them to Architecture for Humanity, you may make edits and changes until the Submission Deadline.

Starting March 24th 2009 project partners will view submissions. Entrants will NOT be allowed to Edit any project details or files once they have been reviewed. Editing may resume after the review is complete and the first round of designs has been selected. If we have any trouble reading or opening your entry, we will notify you.



Rules

The purpose of this initiative is to identify sustainable, low-cost design solutions for building youth sports and community facilities throughout the African continent. To that end, we ask that all entrants read and agree to the rules before entering the competition. The rules are intended to make it possible for Architecture for Humanity to share all of designs submitted with those who could benefit most from them and—ultimately—to build more designs.

In submitting an entry to the Football for Hope initiative, all participants agree to comply with the rules and terms of entry below.

Eligibility

Employees and family members of employees of Architecture for Humanity and the principal project partners are precluded from participating in the competition. Architects, design professionals, non-professionals, professionals in other fields are encouraged to participate.

In order to enter, entrants must register for the Open Architecture Network. Participants may submit multiple entries for the initiative but they must start a new project for each submission. For review purposes, each design is considered as a separate entry. Multiple designs will not be considered as a single entry.

Period of Submission

Entrants are invited to develop their design throughout the submission period. Once the submission period has ended they will not be permitted to make changes to their entry until the jurying has concluded at which time entrants will regain access to their project and may continue to develop their design. Entries that are late, illegible, incomplete, misdirected or incompletely received will not be eligible.

The period of submission is March 3rd to 23rd 2009. The organizers reserve the right to delay or extend the period of submission. This period is for the first round of designs. There may be further rounds of review by additional community partners. In entering your design it will be available for those rounds and you will be allowed to update, refine and develop your design during those submission periods.

Anonymity and Design Credit

All files uploaded must be submitted without any markings that will identify team members in order to facilitate fair jurying of the competition. Building Plans, Building Elevations, Site Plans, Renderings and any other files submitted for consideration should not include title blocks or any other identifying information. Failure to comply with this rule will lead to disqualification.

This does not apply to the Project Details or "Edit Settings" area of each entry, which must be completed in full and must include the names and roles of all team members. Please note: Information entered in the Project Details or Project Settings area will be used to give proper credit to design team members.

Ownership and Copyright

By entering the competition, entrants agree to a) post entry materials to the Open Architecture Network and to the Terms of Use of the Open Architecture Network; b) to license all materials submitted under the Creative Commons Developing Nations license and to adhere to the terms of that license.

Entrants shall own all design concepts, drawings, images, renderings, sketches, photographs, models, and/or text, documents, information or other materials submitted in association with the competition provided. However, the entrant hereby grants Architecture for Humanity and its designees perpetual, free, unrestricted use of the submission materials in fulfillment of its charitable purposes, including its annual report, its websites and in communications with volunteers, funders and the media and all other purposes specified in these Rules. Such use is expressly not directed toward commercial advantage or private monetary compensation.



Notwithstanding AFH's rights as a Licensor, non selected entrants shall retain full rights to use the documents in other projects for commercial and for-profit purposes.

By entering entrants warrant that all materials submitted by them are their own, that nothing in the submission of these materials will infringe the copyright or any other right of any person and that they have full authority to submit the materials for such purposes.

Exhibition and Publication

The organizers may exhibit selected entries to this initiative during and after the project is completed. The results may be presented online, in galleries or other venues, or in a printed publication and all entries will be available to be viewed on the Open Architecture Network. Selected and Finalist entrants may be asked to build scale models representing their design and provide printed presentation boards for exhibition purposes. A small stipend will accompany this request.

In any exhibition, publication, or website, the organizers will make every effort to properly credit the appropriate competitors. Architecture for Humanity and its designees reserve the right to utilize materials submitted by entrants in any publication or promotional endeavour in perpetuity and free of charge (See "Ownership and Copyright").

Finalists

One entry will be selected by project partners and the community as the conceptual design for each site. Each selected finalist will be asked to develop a schematic design with the community partner through on the ground community workshops. A design stipend will be awarded to the team for this purpose.

In accepting its' selection, the entrant agrees to the commitments and obligations of the Finalists. Entrants selected as Finalists will be required to enter into a contract with Architecture for Humanity to further develop and implement their design and to sign a release in order to any design stipends associated with developing the site specific schematic design. Architecture for Humanity and its' partner reserves the right to implement the selected design concepts with or without the involvement of the entrant, but will make all reasonable efforts to include the entrant in the implementation of the design.

Architecture for Humanity will make every reasonable effort to contact the selected design team. In the event the team chooses not to accept the schematic design commission, cannot be contacted for any reason, or fails to respond to repeated notification attempts and/or emails within 14 days, their design entry may be excluded from further rounds of reviews.

Disputes

The jury has the sole authority and responsibility to recommend winners at the end of the competition. The organizers reserve the right to make a final decision regarding the winning scheme and any funding that may be made available for the development or implementation of designs entered into the competition. The administrators' decisions in connection with all matters concerning this design invitation shall be final and binding.

Limitation of Liability

By entering the design invitation, all entrants and team members agree to indemnify, defend and hold Architecture for Humanity including its chartered units, and its governors, directors, officers, employees, agents, partners, funders, sponsors and volunteers from and against any and all suits, claims, demands, liabilities, damages, costs and expenses (reasonable attorneys' fees) arising out of or relating in any way to services it provides in connection with this agreement.

If you have any questions about the rules stipulated above, please do not hesitate to contact the administrators.

Commitments and Obligations



The goal of this project is to improve lives. In order to implement the selected designs, we rely on the commitment and support of the chosen teams. Design teams selected must be willing to commit time and energy in partnership with Architecture for Humanity to develop--and ultimately build--their design.

We recognize that this may take you away from other work. To support designers on-going involvement, if your design is selected for implementation you will receive a stipend, which is intended to cover out-of-pocket expenses incurred in connection with the project. In exchange, you will gain the experience of work alongside a community partner to develop your design. There is no more meaningful work.

Entrants must be willing to agree to the commitments and obligations described below in order to receive the design stipend and be acknowledged as a finalist of the project.

- to create a physical model and print presentation boards to be used for exhibition purposes;
- to enter into a commercially reasonable contract with Architecture for Humanity to develop the selected design;
- to engage community members and other beneficiaries of the center in the design process;
- to make himself or herself available for a site visits to ensure the integrity of their design and support the construction of the facility;
- to work with a licensed site architect, if necessary;
- to ensure the use of local materials and local labour whenever practicable;
- to promote sustainable and environmental practices.

We hope your design is selected, and we look forward to working with you.