HERITAGE AWARDS FOR EXCELLENCE IN DOCUMENTATION OF UNPROTECTED HERITAGE

2019-20

Guidelines for Submission of Entries
A. BACKGROUND

1.1 Indian National Trust for Art and Cultural Heritage (INTACH) had decided to offer a nation-wide Heritage Awards programme for excellence in Documentation of Unprotected Heritage Structures in India. The INTACH Heritage Awards Programme was established with an objective to encourage interest and talent of the students for the understanding and documentation of heritage buildings, and also develop and promote sensitivity and awareness amongst students of architecture across the country.

1.2 The programme which was instituted jointly with Council of Architecture (CoA) in year 2015 has been discontinued and INTACH has decided to continue with the Heritage Awards independently.

B. ELIGIBILITY

1.3 The term ‘Student’ shall mean a bonafide student of College of Architecture, which runs a full-time Architectural degree course.

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

C. PERSONS INELIGIBLE

1.5 No blood relative of any member of the Jury shall take part either directly or indirectly in the awards programme nor be entrusted either directly or indirectly with work connected with the award-winning project.

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

D. ENTERING IN THE AWARDS PROGRAMME

1.6 The conditions for participation and Registration Forms are available for download on the website www.heritage.intach.org. The complete set of Registration Forms (Registration form and Declaration Forms A, B, C) duly filled in and completed in all respects should be sent to Heritage Awards Programme Co-ordinator, INTACH Heritage Academy, New Delhi, through Principal/ HOD, by e-mail and by registered speed post to the address below not later than 15th January 2020 with the panels.

Heritage Awards Programme Co-ordinator,
INTACH Heritage Academy,
INTACH,
71, Lodhi Estate,
New Delhi 110003, India
T: +91 11 2462 7371
E-mail: res1.iha@intach.org

E. JURY PANEL

1.7 A jury of three members shall be constituted. The Jury shall be appointed to advise on the conduct of award programme, adjudicate on the documentation projects submitted and make the awards. The Jury Members shall be appointed by INTACH from amongst eminent architects, conservation architects and academicians.

F. PRIZES AND MENTIONS

1.8 INTACH Heritage Academy undertakes to accept the decisions and awards of the Jury Panel and grant the following awards:
Zones:

There will be three zones
I. North
II. Central
III. South

Awards:

<table>
<thead>
<tr>
<th>a. Awards of Excellence</th>
<th>Rs. 1,00,000 + Book + Certificate</th>
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<tbody>
<tr>
<td>To the author of the best documentation project</td>
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<tr>
<th>b. Award of Merit</th>
<th>Rs. 30,000 + Book + Certificate</th>
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<tbody>
<tr>
<td>To the authors of the first runner-up documentation project in each zone</td>
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<tr>
<th>c. Commendation Awards</th>
<th>Rs. 15,000 + Book + Certificate</th>
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<tr>
<td>To the authors of the three-special mention – documentation projects in each zone</td>
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The awards mentioned above shall have two components – Cash and Books

G. SUBMISSION OF DOCUMENTED PROJECTS

1.9 Submission of the documentation projects implies acceptance of the award programme’s conditions. Participants are advised to retain copies of the material submitted.

1.10 All drawing panels comprising of an Award programme’s entry must bear on the back side of the panel a sticker provided by the IHA. No other symbol, motto or distinguishing mark will be placed on any part of the panel except title of the project at designated location. The entire design project and all the documents of each participant shall be dispatched in a single packet using the label.

1.11 Each project must be accompanied by a copy of the registration/declaration/proof of identity in the specified format (Registration Form and Declaration Forms A,B,C) signed by the student and the head of the institution, enclosed in an envelope. Each competitor must be prepared to satisfy the Jury that he is the bonafide author of the project he has submitted.

1.12 Submissions delivered by hand or by post should reach the INTACH Office at its address mentioned above and, on the website, www.heritage.intach.org, not later than 3.00 pm on 15th January 2020. Receipt with date will be issued to the participants.

1.13 All drawing panels and CD should be packed together in a plain brown paper and sealed and bear the title: INTACH AWARDS FOR EXCELLENCE IN DOCUMENTATION OF UNPROTECTED HERITAGE AWARDS 2019-20. This packet will also include the sealed envelope containing the registration/declaration/ proof of identity forms (Registration Form and Declaration Forms A, B, C). If the packet has to travel a long distance, it may be dispatched in a wooden crate.

H. JUDGING PROCEDURE

1.14 The judging of the entries is scheduled to take place as listed below –
The jury panel will review the submissions and make their final suggestions on the Awards under various categories.
IHA will announce the INTACH Award for Excellence in Architectural Documentation, Award of Merit and Commendation Awards, in March 2020 and awards would be given to the winning entries in a ceremony on 18th April 2020. The timings for the ceremony would be conveyed to the winners in an email from the Co-ordinator.

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 (if required)

I. DISQUALIFICATION

1. If received by the INTACH office at the address given above and on the website www.heritage.intach.org by post or by hand after 3.00 pm on 31st January 2019
2. If the participant disregards any of the conditions of the programme
3. If the participant attempts to influence any member of the Jury Panel

J. TERMINATION

If against all expectations entertained by the IHA, 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 IHA will on the advice of the Jury award ONLY the consolation awards to all the selected projects.

K. ANNOUNCEMENT OF AWARD AND EXHIBITION

IHA will publish the award entries as per guidelines

All projects will be exhibited for two days

Names of all colleges will be displayed at the exhibition.

L. RETURNING OF ENTRIES

Within one month after closing of the exhibition, collection of the unsuccessful entries will be arranged by the respective colleges/ student authors from the INTACH office. After that IHA will be free to dispose off the balance uncollected entries at will. The entries of 7 finalists shall be retained by IHA for records.

M. RIGHTS

All CDs will be retained by IHA as their property.

Copyright of all projects including the project winning the first prize will be that of the authors of the designs, however, IHA will have right to publish the projects received, in journals and as compilation of entries received, for purpose of records and academic interest.

N. SETTLEMENT OF DISPUTES

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.

O. AWARDS PROGRAMME SCHEDULE

The competition will be run in accordance with the following time-table:
Awards guidelines will be made available by IHA

<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
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<tbody>
<tr>
<td>1st September 2019</td>
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<tr>
<td>Last Date for receipt of entries by post or by hand</td>
<td>15th January 2020</td>
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<tr>
<td>Judging dates</td>
<td></td>
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<tr>
<td>Short Listing of Jury and declaration of Awards</td>
<td>March 2020</td>
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<tr>
<td>Award Ceremony</td>
<td>18 April 2020</td>
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P. SUBMISSION FOR AWARDS

To be submitted at the time of registration (on or before last date of receipt of entries):

1.27 Drawings and Documents to be submitted by Competitors: minimum six but not more than ten Nos. A2 size drawing sheets mounted on 1 mm thick foam board.

1.28 CD containing:

- High resolution PDF files of submitted sheets
- Brief write up regarding the documentation project
- Scanned copies of the completed registration form and declaration forms A, B, C
- Passport size photograph of the participant
- Minimum four photographs of Models or 3D visualizations. (All the photographs and visualization shall be in jpg format at resolution of 300 DPI.)

1.29 CD containing:

- Project brief:
  The participant should give a brief write up of the project in minimum 600 words to maximum 1200 words as a MS word file in Arial 12 points, double spacing in A4 portrait format. This should contain: Background of the building/site [(name, location, and age, ownership, past use, present use, accessibility, and typology (residential, institutional, religious etc.)], physical description, and significance (historical, architectural and cultural) of the heritage building/site, existing condition and relevance of the project.

- 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.

- jpeg/pdf files:
  3d views, pen and ink sketches, model images, illustrated plans, sections, elevations, details should be in jpg images/PDF format.
Q. NAME ADDRESS AND CONTACT DETAILS

Heritage Awards Programme Coordinator,
INTACH Heritage Academy,
INTACH,
71, Lodhi Estate,
New Delhi 110 003, India
T: +91 11 2462 7371 (Direct)
email: res1.iha@intach.org

ZONES OF PARTICIPATION: North, Central and South.

1.30 Any changes in dates or details the programme will be displayed on the website www.heritage.intach.org

1.31 Label (stickers) for drawings (No.1.2)
Label stickers (to be pasted on the reverse of each sheet) for drawing sheets will be available for download on the website www.heritage.intach.org
(Also available at the end of this document)
Envelope (No. 3)

REGISTRATION AND DECLARATION FORMS

To,
The Heritage Awards Programme Coordinator,

INTACH AWARD FOR EXCELLENCE IN DOCUMENTATION OF UNPROTECTED HERITAGE
2019
INTACH Heritage Academy, New Delhi