



2009 ICFA Excellence Awards Guidelines

The ICFA Excellence Awards is the premier industry recognition for the most innovative and noteworthy ICF projects of the year. Now in its 4th year, the ICFA Excellence Award winners are announced at the Annual ICFA Conference & EXPO. Project categories include Commercial & Residential, both large and small; International Project and a Sustainability Award.

Who Should Apply?

- The ICFA encourages applications from throughout the industry - ICF manufacturers, distributors, contractors and developers and the design community. ICFA members receive a substantial discount on applications.
- Projects must be completed (ready for occupancy) before application submittal, and must have been built within the last three years.
- Projects entered in the past may be re-entered, as long as they meet the timeline criteria.
- No exceptions will be allowed for eligibility guidelines.

How to Apply

- Award entries must be received no later than 5:00 pm EST on October 2, 2009.
- Entry forms are available on the ICFA Website: www.forms.org.
- Entries must be submitted via e-mail or mailed to ICFA on a CD.
 1. Complete the application form in its entirety. See criteria guidelines (below) for required vs. bonus information. If required information is not available or not applicable to the project, enter "N/A." The completed form should not exceed four pages. (Enter information directly on the form, the boxes will grow in size to accommodate the information.)
 2. Photography and /or graphics must be submitted with every entry. Photographs must include at least two exterior shots in high resolution (300 dpi for a 4" x 6" photo), including one shot of the full project while under construction, and one shot of the finished project, preferably taken from the same location. Additional photos which illustrate the project strengths are encouraged (see individual Judging Criteria below for suggestions).
 3. Supplemental information is to be presented as a separate attachment and should be labeled with the project name. A PowerPoint or electronic presentation format is welcomed. Supplemental information suggestions are listed under each criterion guideline.
 4. A 5 -10 slide PowerPoint of the project, which will be used as the Award winner's presentation at the Awards Luncheon, if selected.
- Each entry must have its own form and applicable entry fee of \$75.00 for ICFA members, \$150 for nonmembers. Payment can be made by check payable to "ICFA." American Express, Visa and MasterCard are also accepted.
- E-mail submissions to: dstearns@epscentral.org. Please include "Awards Program" in the subject line) or mail your submission to:
ICFA Excellence Awards, P.O. Box 3470 Crofton, MD 21114

Questions? - Call 888-864-4232



2009 ICFA Excellence Awards Guidelines

Categories

Commercial and residential buildings that are completed (ready for occupancy) before application submittal, built within the last three years, and meet the criteria outlined below are eligible for awards. Categories and general entry requirements include:

- **Commercial Category:** Commercial projects (per IBC code definition). ICFs must be used for the structural component.
 - Large Commercial Building Project** (20,000 square feet or more)
 - Small Commercial Building Project** (Less than 20,000 square ft.)
- **Residential Category:** One- and two-family dwellings and multiple single-family dwellings (townhouses) not more than three stories in height. ICFs must be used for the structural component and used above-grade.
 - Large ICF Home** (3,000 square feet or more)
 - Small ICF Home** (less than 3,000 square feet)
- **ICFA International Project Award:** This award will be given to the most outstanding ICF project built outside of the United States and Canada. This award includes residential and commercial projects.
- **ICFA Sustainability Award:** This is awarded to the project which maximizes the energy performance and minimizes the environmental footprint of a building.

Judging Criteria

Each entry will be judged on quantity and quality of achievements set forth for each category. Projects are judged individually on a blind basis. The judging panel has been selected to provide input from private and public sector, and various industry perspectives (engineering, architecture, sustainable design, etc.)

Evaluation Criteria	Weighting of Criteria	
	Other Categories	Sustainability Category
Project % ICF (min. 75% to qualify)	5%	5%
Photos / Graphics Submissions	5%	5%
Architectural Design	20%	15%
Construction / Engineering	20%	15%
Project Management	10%	10%
Sales / Marketing	20%	15%
Energy / Green Building	20%	35%



Project % ICF - Insulating Concrete Form construction must be used on a minimum of 75% of the load-bearing walls of the building to qualify. Points will be earned for the use of ICFs above this minimum level.

On the ICFA Excellence Awards Entry Form, complete the information regarding the % of the structure using ICFs or concrete. Specify the % of load bearing walls, as well as other uses such as interior walls, ceilings, underslab insulation, concrete floors, decorative concrete or pavement.

Photos / Graphics Submissions - Photography and /or graphics must be submitted with every entry.

- Photographs must include at least two exterior shots in high resolution (300 dpi for a 4" x 6" photo), including one shot of the full project while under construction, and one shot of the finished project, preferably taken from the same location.
- Additional photos which illustrate the project strengths are welcomed and will earn additional points.
- See *Tips on Photography* (available on www.forms.org) for more suggestions.

Architectural Design - The design criterion examines how well ICFs, ancillary materials, design details, and whole house energy efficiency were integrated during the design process.

Required - Describe how the project design team:

- Utilized ICFs to reduce construction footprint, and reduce construction waste.
- Considered energy efficiency, indoor air quality and HVAC systems during the design process. Include criteria of selection of materials and products. If cost / payback issues were of concern, please address this.
- Utilized ICFs in a creative manner from a design or structural perspective.
- Utilized ICFs for innovative approaches to design / construction or problem solving.

Bonus - Describe how the project design team:

- Utilized ICFs for value-added benefits, such as increased clear spans to integrate adaptive re-use, reduction of other structural materials, integrating of IT corridors, etc.
- Addressed climatic and site conditions, including site planning, orientation of building re: solar, shading, windbreaks, view.
- Utilized ICF construction for resistance to natural and man-made hazards
- Addressed the impact the building has on the surrounding environment and community (i.e., storm shelter, etc.)

Supporting Documentation might include a depiction of any of unique project strengths (project sketches, HVAC system diagram).



Construction / Engineering - This criterion examines how the project integrated ICFs into the construction details, engineering calculations, and the construction process.

Required - Describe how your company's management methods and construction processes:

- Integrated ICFs into project engineering and construction details.
- Developed quality control and visual inspections of ICF construction
- Developed innovative uses of ICFs, and advanced technical skills.

Bonus - Describe how your company's management methods and construction processes:

- Trained supervisors, crew and subcontractors on ICF construction
- Worked with building officials for code review and inspections of ICFs
- Integrated the ICF costs into project estimating.
- Planned the ICF construction timeline and how the plan compared to actual.
- Dealt with any obstacles or difficulties in the ICF construction, including delivery, weather, other trades, etc.

Supporting Documentation might include design detail, photo of constructed detail, innovative use of ICFs (close-up), photo of contractor implementing advanced technical skill, depiction of comparative timelines.

Project Management - This criterion examines the choice of ICFs and related materials by the project manager or general contractor.

Required - Describe:

- Use of ICFs in exterior applications, such as retaining walls, swimming pools, etc.
- The choice of building materials and finishes used on or around ICFs. If there were challenges or additional benefits due to the use of ICFs, please describe.

Bonus - Describe:

- Any financing issues / solutions related to the choice of ICFs.
- The impact of the ICF choice on budget. Include, if appropriate, any consideration based on life-cycle costs (weighing options during conceptual and design development and value engineering) as well as basic cost estimating and budget control.
- How the ICF innovations can be replicated by other contractors or developers, thereby extending the reach of the project (i.e., transferability and marketability).

Supporting Documentation might include a depiction of any unique project feature, such as the application of adjoining building materials, use of ICFs in exterior or other innovative applications for ICFs.



Sales / Marketing - The marketing and customer relations criterion examines how the benefit statements of ICFs are incorporated into marketing and customer relations efforts.

Required - Describe:

- What benefits of ICFs were presented to the client, i.e., energy efficiency, noise reduction, safety from natural hazards & fires, clean indoor air quality, improved indoor comfort, financial stability to inhabitants, respect for the planet.
- Who made the decision to build with ICFs? Describe if this individual was already familiar with ICFs, and what benefits of ICFs were the key decision factors.
- Did the choice of ICFs affect the choice of contractor/ architect/ engineer?
- The owner's level of satisfaction.

Bonus - Describe:

- Any training of sales staff / realtors / contractors of ICF Benefits.
- Any awards, levels of certification, testing on the project.
- How the project success was leveraged for further promotion or community education, i.e., open houses, presentations, media coverage.
- The impact of the project on the local area and for the ICF industry.

Supporting Documentation might include sales literature identifying the benefits of ICFs, training materials, awards, photos of site-signage, open house trainings.

Energy / Green Building - The energy value criterion examines what makes the building more energy efficient and "green" than code requirements and how energy efficiency focus adds value to the property.

Required - Describe or list:

- Why energy efficient construction / green building is important to your business. Include your mission statement or other evidence of your commitment.
- Identify the measurements of building performance – i.e., load calculations, HVAC system sizing, indoor air quality considerations and any pre-construction energy analysis and/or cost-effectiveness analysis.

Bonus - Describe or list:

- Describe why ICFs were chosen to meet this project's sustainable construction goals, and what special / innovative measures were used in design / construction.
- List the additional innovative or advanced energy technologies or green building considerations used in this project. Drawing, photographs and product literature are encouraged.
- If the design included passive solar features, include a discussion of solar access, thermal mass and the impact of using ICF construction. List



any renewable energy sources used and how the reduced HVAC loads by ICFs influenced the cost effectiveness.

- If applicable, list the HERS index and the ACH (Air infiltration). For the HERS Index, exclude on-site power generation, such as photovoltaic systems.
- Participation in voluntary energy programs, such as those run by utilities, home builders' associations, ENERGY STAR®, manufacturers, third party raters, USGBC LEED, etc.

Supporting Documentation might include copy of awards, building energy modeling or testing documentation, HERS testing, integrated solar design.

Applicant Responsibilities

Applicants must be willing to share information with others in the industry through magazines and ICFA workshops / seminars. Exceptions include proprietary information that must be clearly identified on application materials.

Return of Entry Materials

All materials submitted become the property of the ICFA and will not be returned to entrants unless special arrangements are made prior to submission. Entering the competition constitutes agreement that all materials become the property of the ICFA and its Industry Partners. The person submitting the entry is responsible for obtaining all necessary releases from all parties prior to project submittal.

AWARD Promotion

Promotional exposure is given to the project, as well as the contractors, architects and owners associated with the projects. Winners will be recognized at the 2009 ICFA Annual Conference & EXPO during the ICFA Excellence Awards Luncheon. The ICFA will promote the entire winners list through internal and external promotional media including the *ICFA Informer* electronic newsletter, *ICFA Dialog*, ICFA Website: www.forms.org, and ICFA press releases. Winners will also be provided a press release template highlighting their award, which they are encouraged to promote through their own marketing efforts.