

award regulations

ammodo architecture award

Article 1 General

1.1 The Ammodo Architecture Award (the Award) has been established by Stichting Ammodo (Ammodo). The objectives of the Award are the recognition of the work of architects, landscape architects, urban planners, artists, communities, collectives, and multidisciplinary design-teams in the field of socially and ecologically responsible architecture and the stimulation of exemplary socially and ecologically responsible architecture around the world.

1.2 The Award is granted annually to projects in the field of socially and ecologically responsible architecture (Projects) in the following categories (Categories):

- *Local Scale*
- *Social Engagement*
- *Social Architecture*

1.3 The Award consists of a maximum of twenty-six prizes per edition:

- a maximum of twelve prizes of EUR 10,000 (*ten thousand euros*) in the *Local Scale* category,
- a maximum of twelve prizes of EUR 50,000 (*fifty thousand euros*) in the *Social Engagement* category, and
- a maximum of two prizes of EUR 150,000 (one hundred and fifty thousand euros) in the *Social Architecture* category.

The prizes will be awarded to Projects selected and nominated in accordance with these Ammodo Architecture Award Regulations (the **Award Regulations**).

1.4 The Award is funded by Ammodo.

1.5 The sum of money associated with the Award (the **Prize Money**) must be used in its entirety in accordance with the conditions set out in these Award Regulations to finance a plan as proposed by the Applicant in the field of socially and ecologically responsible architecture (as further defined in these Award Regulations).

Article 2 Conditions

2.1 To be eligible for the Award, each and any of the conditions set out in this Article 2 must be met.

2.2 The proposed recipient of the Award (the **Applicant**) is:

Local Scale:

- a community, collective, artist, architect, urban planner, landscape architect, or other individual(s) ('everybody can be an architect').

Social Engagement:

- an architect, urban planner, landscape architect, a collective or multidisciplinary design-team,
- who can present at least one project that showcases a strong interest and involvement in the field of socially and ecologically responsible architecture.

Social Architecture:

- an architect, urban planner, landscape architect, a collective or multidisciplinary design-team,
- who can present an *oeuvre* (consisting of at least three projects, excluding the submitted Project) which clearly demonstrates a strong dedication and involvement in the field of socially and ecologically responsible architecture.

2.3 The Project is created by the Applicant and falls into (at least) one of the Categories:

Local Scale:

The Project is:

- a completed or partially completed building or spatial project dating from the following period:
 - completed in or under construction between January 2021 and December 2024, and
- self-initiated or non-profit supported.

Social Engagement and Social Architecture:

The Project is:

- a completed building or spatial project dating from the following period:
 - completed between January 2021 and December 2024, and
- self-initiated or commissioned.

2.4 The proposal for the use of the Prize Money (the **Plan**):

- includes a project in the field of socially and ecologically responsible architecture, to be realised under the Administrator's responsibility, and meets the conditions set out in Article 3, and

Local Scale:

- is related to the submitted Project or a subsequent phase of the submitted Project,

Social Engagement and Social Architecture:

- is a (defined part of a) building or spatial project, research project, publication, exhibition, education, installation or pavilion.

The application form has been correctly completed and submitted ultimately on the closing date (see Article 4.6) (the **Application**) and the procedural rules as laid down in Article 4 have been met.

2.5 Applications that do not meet the eligibility criteria as set out in this Article 2 will not be presented to the Advisory Committee.

Article 3 The Plan

3.1 The proposal for the Plan forms part of the Application and comprises:

- a description of the Plan, including how the objectives outlined in the document 'What We Value' are met by the Plan,
- a description of the expenses required to implement the Plan,
- a description of the timeline for the completion of the Plan with a maximum project period (as specified in Article 10), and
- if the Plan is carried out by multiple persons and/or entities, an explanation of the roles of the different persons and/or entities.

Article 4 Procedure for applications

- 4.1 An 'invitation-only' system applies. The Ambassadors' Network (see Article 5), Ammodo and a wider group of well-informed professionals in the field of socially and ecologically responsible architecture identify Projects within the three Categories for consideration for an Award. Ammodo invites the individuals and/or teams who are responsible for the Projects thus identified to apply for an Award.
- 4.2 Projects from around the world can be submitted. An Applicant may submit more than one Project per edition, but in each edition only one Project by the same Applicant can win an Award.
- 4.3 In the year following the edition in which a Project has been granted an Award, the individual or team responsible for the Project cannot submit an Application.
- 4.4 Members of the board of Ammodo (**Ammodo Board**) and staff of Ammodo, members of the Advisory Committee and members of the Ambassadors' Network cannot be an Applicant.
- 4.5 The Application must be signed by or on behalf of a legal entity or the natural person who is responsible for (the creation of) the Project and who, in case the Award is granted to the Project, will confirm in writing that they are bound by these Award Regulations (the **Administrator**). If, in the Categories *Social Engagement* and *Social Architecture*, the Applicant is a collective or a multi-disciplinary design team, then the architect, landscape architect or urban planner who is part of the team, has to be the Administrator.
- 4.6 The Application must be submitted via Ammodo's online portal (the Portal) in English no later than the closing date set by Ammodo. An Application is deemed to have been submitted if the Applicant has received an acknowledgement email. If the Application is not submitted before or on this date, the Application will not be considered.

Article 5 Ambassadors' Network

- 5.1 Ammodo appoints ambassadors for each region (the **Ambassadors** and the **Ambassadors' Network**). The Ambassadors are connected to universities, architecture websites, architecture magazines and spatial institutes/practices. The regions are (i) Africa, (ii) Asia, (iii) Europe, (iv) North and Central America, (v) South America and (vi) Southeast Asia and Oceania.
- 5.2 The role of the Ambassadors is to identify potential Projects within all the Categories in accordance with the assessment criteria (see Article 7). The Ambassadors shall encourage individuals and/or teams to submit Projects identified by them (in collaboration with Ammodo). It is the responsibility of the Applicants to submit Projects.

- 5.3 The Ambassadors are bound by the Ammodo Architecture Award Ambassadors' Regulations (**Ambassadors' Regulations**) and by Ammodo's code of conduct.
- 5.4 The Ambassadors' Network shall be supported by Ammodo via the project manager architecture who is responsible for architecture in that region.

Article 6 Advisory Committee

- 6.1 Ammodo appoints an advisory committee consisting of a minimum of five (5) members of which one member acts as Chair (**Advisory Committee**). The members of the Advisory Committees have a prominent position within one or more disciplines in the cultural sector and/or in the field of socially and ecologically responsible architecture.
- 6.2 The role of the Advisory Committee is to assess the Applications in accordance with the assessment criteria (see Article 7) and make recommendations for the Award to the Ammodo Board (see Article 8).
- 6.3 The members of the Advisory Committee are bound by the Ammodo Architecture Award Advisory Committee Regulations (**Advisory Committee Regulations**) and Ammodo's code of conduct.
- 6.4 The Advisory Committee is supported by a secretary from Ammodo.

Article 7 Assessment criteria

- 7.1 The assessment of the Applications, including the proposal for the Plan, by the Advisory Committee, takes place on the basis of the assessment criteria as laid down in the document What We Value.

Article 8 Recommendation

- 8.1 Based on the assessment of the Applications in accordance with the assessment criteria, the Advisory Committee shall make a reasoned and substantiated recommendation to the Ammodo Board of up to twenty-six Projects to receive the Award (**Recommendation**).
- 8.2 The Advisory Committee will recommend no more than twelve Projects in the *Local Scale* category, no more than twelve Projects in the *Social Engagement* category and no more than two Projects in the *Social Architecture* category. The Advisory Committee has the right to reclassify a Project submitted for any one of the Categories as belonging to one of the other two Categories when assessing the Applications.
- 8.3 If, after due deliberation, the Advisory Committee does not believe they have identified twelve Projects (*Local Scale* and *Social Engagement*) or two Projects (*Social Architecture*) respectively which are suitable for Recommendation then the Advisory Committee may advise the Ammodo Board to grant fewer or no Awards within the Category or Categories concerned.

Article 9 Award, Detailed Plan and Announcement

- 9.1 After receiving the Recommendation, the Ammodo Board will decide on the final recipients of the Award at the next following meeting of the Ammodo Board.
- 9.2 The Administrators will be informed that their Project is to receive the Award.
- 9.3 After the notification by Ammodo (as referred to in Article 9.2), Ammodo sends the Administrator an Award acceptance letter which shall be validly countersigned by the Administrator (and uploaded onto the Portal) for, among other things, acceptance of the Award and confirmation that the Administrator is bound by these regulations and by the Plan.

- 9.4 Ultimately six (6) weeks after the date of the Award acceptance letter (as referred to in Article 9.3), the Administrator shall submit for Ammodo's approval via the Portal the following documents (the **Detailed Plan**):
in *all Categories*:
- a filled out questionnaire about the aim of the Plan, the targeted beneficiaries, intended results, potential risks and other questions in relation to the Plan,
 - bank details of the bank account in the name of the Administrator, including a copy of a recent bank statement (not older than one (1) month),
 - a budget for the Plan, specifying the cost items and the capital requirements on an annual basis, that meets the criteria set out in Article 10 (the **Budget**), and
 - a detailed timeline for the completion of the Plan (broken down into phases) with a maximum project period (as specified in Article 10.4) (the **Timeline**).
- in the *Social Architecture* Category:
- in case the Administrator is a legal entity, a statement from a lawyer, solicitor, notary or other party acceptable to Ammodo stating that the Administrator is validly existing and in good standing under the laws of its incorporation.
- 9.5 The list of recipients of the Award will be announced to the public (the **Announcement**) on a date to be publicised by Ammodo (in any case prior to 31 December in the year for which the Award is being granted).

Article 10 Expenditure and Conditions

- 10.1 The Prize Money will be used to finance the completion of the Plan and in accordance with the Budget, as further defined in this article.
- 10.2 The Prize Money must be used:
- Local Scale*:
- to fund new expenses (not to be used retrospectively for expenses already incurred on the Plan),
 - including construction costs and costs of materials.
- Social Engagement and Social Architecture*:
- to fund new expenses (not to be used retrospectively for expenses already incurred on the Plan),
 - including salary, construction costs, costs for materials, exhibition costs, education costs, rental costs that support the Plan (such as rental of exhibition space, rental of accommodation during training abroad).
- 10.3 The Prize Money may not be used to finance overhead costs, or any other costs of the Administrator which are not directly incurred as a result of the Plan.
- 10.4 Execution of the Plan must start before 1 July of the year after the year in which the Award has been granted.
- 10.5 The Plan shall be completed within the following period :
- *Local Scale*: a maximum of one (1) year,
 - *Social Engagement*: a maximum of three (3) years,
 - *Social Architecture*: a maximum of five (5) years.

- 10.6 The Administrator must discuss any material changes to the Plan and the Budget with Ammodo in advance. Such changes will be assessed by Ammodo on an individual basis and will be reported to the Ammodo Board.

Article 11 **Payment first instalment**

- 11.1 An amount of EUR 9,000 (*Local Scale*), EUR 45,000 (*Social Engagement*) and EUR 135,000 (*Social Architecture*) respectively, (i.e. 90% of the Prize Money, the **First Instalment**) will be disbursed by Ammodo to the Administrator (as a lump sum or in stages, in accordance with the capital requirement set out in the Budget) once:
- Ammodo has approved the Detailed Plan, and
 - the Administrator has submitted a payment request by the Administrator (giving a payment period of at least one (1) month) via the Portal.

Article 12 **Monitoring and evaluation**

- 12.1 The Administrator will account to Ammodo and, if applicable the Ambassadors' Network, for the progress and completion of the Plan and the expenditure of the Prize Money.
- 12.2 Twice a year during the realization of the Plan the Administrator will provide Ammodo with the following information:
- visual material of the realization of the Plan, and
 - a substantiated (progress) report.
- 12.3 After completion of the Plan, the Administrator will send Ammodo visual material of the completed Plan. This should be sent immediately after the Plan is completed and once again one year after completion.
- 12.4 As soon as possible and in any case within six (6) months after completion of the Plan, the Administrator will send Ammodo:
- a substantiated report giving a final evaluation of the executed pPlan, including of at least the following aspects of it:
 - the process
 - the results,
 - the stakeholders,
 - the impact, including how the objectives as outlined in the document What we Value have been met,
- and
- a financial report on the Plan which shall be structured in the same way as the Budget (i.e., including an explanation outlining the deviation between the Budget and the actual costs), signed by the Administrator and co-signed by the person responsible for financial reporting.
- The Administrator agrees (in advance) that (visual) material, reports and evaluations sent to Ammodo regarding the Award winning Project and the Plan may be used, among other things, for the Ammodo websites, Ammodo's social media and any other marketing and/or promotional materials. By submitting the Application, the Administrator provides to Ammodo a perpetual and irrevocable license, free of charge, to use these (visual) materials, reports and evaluations for these purposes.
- 12.5 The Administrator will reasonably cooperate with requests by Ammodo for one or more interviews and/or reports following presentation of the Award.
- 12.6 One or more members of the Ambassadors' Network and/or employees of Ammodo may – in consultation with the Administrator – visit the Plan during the realization phase and/or after completion and report on this to Ammodo.

- Article 13** **Payment final instalment**
- 13.1 An amount of EUR 1,000 (*Local Scale*), EUR 5,000 (*Social Engagement*) and EUR 15,000 (*Social Architecture*) (i.e. 10% of the Prize Money) will be paid to the Administrator once:
- the First Instalment has been paid,
 - the conditions specified in Article 12 (Monitoring and evaluation) have been met (with the exception of the visual material of the completed Plan to be sent one year after completion), and
 - a payment request by the Administrator (giving a payment period of at least one (1) month) is received by Ammodo.
- Article 14** **Additional information**
- 14.1 At any time, Ammodo has the right to request additional information and visual material regarding the Project, if in the reasonable opinion of Ammodo such information is relevant.
- 14.2 At any time, Ammodo has the right to request additional information, including financial information, and visual material regarding the Plan, the Budget and the Administrator, if in the reasonable opinion of Ammodo such information is relevant.
- 14.3 The Administrator will provide Ammodo with the additional information as referred to in Articles 14.1 and 14.2 promptly at the first request.
- 14.4 Administrator shall keep Ammodo fully informed on matters relating to the Project and the Plan and shall not hesitate to inform Ammodo if facts or circumstances arise which have or are likely to have a negative effect on the Administrator, the Project or the Plan.
- Article 15** **Tax**
- 15.1 The Prize Money associated with the Award are gross payments which will not be increased by Ammodo by any taxes payable by the Administrator in relation to the monetary amount awarded. All tax obligations arising from the payment by Ammodo of the Prize Money must be met by the Administrator.
- Article 16** **Adjustments to the amount of the Award**
- 16.1 The Award may be withdrawn by Ammodo if, following a request for fulfilment, the Administrator fails to fulfil one or more of the obligations under these Award Regulations. In the event the Award is withdrawn, the amount of the Award that has already been paid will be refunded by the Administrator and Ammodo will not be obliged to make any further payment in connection with the Award.
- 16.2 If the Plan is terminated prematurely or is not completed, Ammodo reserves the right to recover the amount received that has not yet been spent from the Administrator and Ammodo will not be obliged to make any further payment in connection with the Award.
- Article 17** **Changes and contingencies**
- 17.1 The Ammodo Board will decide in respect of all matters not provided for in these Award Regulations.
- 17.2 These Award Regulations may be amended by a resolution of the Ammodo Board.