

## 2015 Awards submission format & guidelines

*Phase I - Deadline 11th May 2015*

All projects must be certified at the time of entry.

Submissions should showcase why your project is an exemplar Passivhaus scheme, highlighting not how it has achieved the standard, but why it is an exceptional Passivhaus!

The following supporting documentation is required for all complete submissions:

### General Project Information:

- Project details
- Applicant details
- Project team
- Passivhaus Certificate
- PHPP verification page
- Cost/m<sup>2</sup>
- Design statement (300 words max) highlighting key philosophy & approach, including other environmental design considerations if relevant.

### Performance & User Feedback:

We are ideally seeking performance data for at least 1 winter and 1 summer cycle, as of 15 May 2015.

Projects which have data of a 6 month minimum time period will also be considered.

- Measured Energy Performance: Primary Energy/ Heating bills or meter readings, plus airtightness results.
- Predicted running costs for heating (£/m<sup>2</sup>/a)
- Energy consumption data (bills, meter readings etc)
- Internal environment data; ideally temperature, plus RH & CO<sub>2</sub> if available, or evidence of shading.
- Occupancy feedback (surveys, quotes, etc) or post occupancy evaluation documents

### Aesthetics:

- Statement of design intent – materials, context, facades and form (max 200 words)
- Internal imagery and photography highlighting the daylight and quality of indoor environment
- External imagery & photography highlighting response to context, shading/ fenestrations, materiality and form.
- Plans sections and elevations

### Cost & Buildability:

Detail innovative implementation, for example steps to achieve low costs or simplify buildability, or manage quality and how compromises were managed and decided.

- Cost data- Overall project cost and construction cost (£/sq m) in standardised template
- Servicing strategy – layout of MVHR installation & heating strategy.
- Key construction details & innovations about the system/approach.
- Specialised or standard fabric/system.
- Replicability – ease of use, application elsewhere.