

DESIGN COMPETITION BRIEF

An Open Competition to Design a Memorial within the National AIDS Memorial Grove

Honorary Committee

Co-chair: Judith Light

Aaron and Chrissy Brody, Ted Dansen and Mary Steenburgen, US Senator Dianne Feinstein, Tom Hanks, Norman and Lynn Lear, California Assemblyman Mark Leno, San Francisco Mayor Gavin Newsom, US Congressperson Nancy Pelosi, Sharon Stone
(partial list)

Competition Committee

Co-chairs: Ken Ruebush and Jeff Wiggins

Stephen Arnn, Margarita Gandia, Ayse Manyas Kenmore, Paul Loeffler, Marsha Raulston, Neal Schwartz, Thom Weyand

Welcome

Thank you for your interest in the National AIDS Memorial Grove Competition. The Board of Directors and Staff of the National AIDS Memorial Grove (also referred to as the Grove) are sponsoring an open, one-stage competition to identify proposals for a new memorial feature for the Grove, which is located in San Francisco's Golden Gate Park.

This brief includes information on the purpose and procedures of the competition, as well as registration materials. The competition will culminate in a major exhibition, accompanied by a publication and website. As the Professional Advisor, I will serve the competition by providing guidance and advice. All questions and communication regarding participation in the competition should be directed to:

designcomp@aidsmemorial.org

Entrants may also address questions via postal mail to:

Reed Kroloff, Professional Advisor
National AIDS Memorial Grove
856 Stanyan Street
San Francisco, CA 94117

As Competition Advisor, I am responsible for the preparation of this packet, the administration of the competition, and the development and enforcement of its rules and procedures.

I welcome you and wish you luck.

Reed Kroloff

Objectives

We challenge competitors to create compelling visions for a new memorial feature within the Grove in Golden Gate Park. Because the effects of the AIDS virus are so varied, and those affected by it are from such diverse walks of life, we believe that it is important to respect visitors' needs to experience the Grove in a variety of ways. Therefore, the goal of the competition is to create a memorial feature that will:

- Memorialize those lost to AIDS
- Stimulate creative thinking on memorializing AIDS
- Promote hope, healing, and remembrance for those touched by AIDS
- Increase awareness of the global tragedy of the AIDS epidemic
- Educate the public about AIDS
- Ensure that lessons learned are not forgotten
- Raise awareness of the Grove as a national treasure
- Provide a provocative and beautiful feature within the Grove's landscape
- Secure, through design acclaim, the care of the Grove into the future

Acknowledgements

The National AIDS Memorial Grove is the sponsor of this competition, and gratefully acknowledges the generous support of the following organizations and individuals:

The Arcus Endowment
California College of the Arts
San Francisco Museum of Modern Art
<http://www.300feetout.com>
Ayse Manyas Kenmore
Jeff Wiggins

Competition Program

Structure and Challenge

This is a one-stage, open competition intended to solicit ideas for the design of a new memorial feature within the National AIDS Memorial Grove. Competitors are challenged to create this feature.

Design Parameters

The competition to design the National AIDS Memorial Grove Feature encourages entries that acknowledge, reinforce and complement the existing natural qualities of both the Grove and its setting within San Francisco's historic Golden Gate Park. The spirit and goal of the competition is to create a design that will serve as the focal point and significant icon for the Grove. Entries should reflect respect for the surrounding landscape. Further the design intentions should have no negative impact on the adjacent Park in any physical or sensory way, or impede the current uses of the Grove for small and large-scale gatherings.

AIDS makes no class, gender, sexual orientation, geographic, or cultural distinctions. Therefore, the design of the new memorial feature should be egalitarian. The Grove itself was established as a *living* memorial, a continuously evolving landscape of memory, reflection and hope. The new Memorial should enhance the existing experiential qualities of the Grove for all those who visit it. The competition encourages the broadest possible range of creative thought.

The design is not restricted to a particular place in the Grove, and all ideas about location are welcome.

A successful design must be easy and inexpensive to maintain, as well as graffiti and vandal resistant. It must cost no more than \$2 million to construct (not including design fees), and should respect the historical design intentions of Golden Gate Park. The memorial should be appropriate to the scale of its surrounding area. Please note that the scale of the Grove varies widely from section to section and proposals will be judged accordingly. The design may be spiritual, but nothing of a specific religious nature is permitted in the park. The design should be sensitive to the current landscaping features or vegetation.

The Site

History

The idea for the National AIDS Memorial Grove was conceived in 1989 by a small group of San Francisco residents representing a community devastated by the AIDS epidemic, but with no positive way to express their collective grief. They envisioned a serene place where people would come alone or in groups to hold memorial services, to remember among the rhododendrons and redwoods. It was to be a place dedicated to all lives touched by AIDS – those who had died, and those who were left behind. As news of the Grove initiative grew, so did support and interest.

The group selected the de Laveaga Dell in world-renowned Golden Gate Park as the site for the Grove. Due to park budget cuts and lack of funding, the Dell had fallen into a state of disrepair for more than 40 years. It was overgrown and unusable by the public. A team of prominent architects, landscape architects, and designers volunteered to create a landscape plan that would be fitting as a timeless living memorial. The Grove's board of directors obtained a 99-year renewable lease with the City of San Francisco to create and maintain the Grove. An endowment has been established to cover costs of a gardener and ongoing maintenance.

Site renovation began in September 1991, and is still in progress through monthly volunteer Workdays. Since 1991, volunteers have donated more than 60,000 hours clearing overgrowth and reintroducing native species by planting new trees, plants, and shrubs.

In October 1996, a historic milestone was reached when Congress and the President of the United States approved the National AIDS Memorial Grove Act. This official designation gives the Grove a status comparable to that of the Vietnam Veterans Memorial, Mount Rushmore, and the USS Arizona at Pearl Harbor. As the AIDS pandemic continues to invade humanity in unprecedented numbers, the establishment of the Grove as the national gathering place for healing, hope, and remembrance also serves as an important marker in the history of this dreadful disease.

The Grove exists in large measure because of the generous contributions from individuals, philanthropic foundations, volunteers, and corporate patrons. The board of directors has held firm to its commitment that the Grove receive no federal funding, preferring instead that all government funds earmarked for AIDS continue to support AIDS care, research, and treatment programs.

Site Description

The National AIDS Memorial Grove is an elongated seven-acre dell in Golden Gate Park, running dominantly east to west, and featuring a central meadow with wooded areas at the east and west ends. The steep slopes on the north and south sides rise from an elevation of approximately six feet above sea level to approximately 30 feet. Within the dell, there are seventeen defined planted areas maintained by volunteers and the Grove's one full-time city gardener.

The Grove was originally known as the de Laveaga Dell, a section of the park that had fallen into disrepair over the years. Since being designated the National AIDS Memorial Grove, restoration efforts have included the construction of a number of site features for public use. These include nine circular limestone gathering areas, numerous Sierra granite boulders, and fifteen freestanding benches. A paved, ADA-compliant mobility path leads to the Grove's currently most prominent artistic feature, the Circle of Friends, which is located near the east end of the Grove. A gravel access path skirts the meadow on its way to several other landscape features within the Grove.

The Circle of Friends serves as a "donor wall" and features the names of those who have contributed to the Grove's endowment. Some names are in honor or in memory of a loved one, and some are those still active in the fight against AIDS. The Circle of Friends was not intended to be the memorial feature.

The Belvedere, which is located above the north slope on Middle Drive, contains a timeline of the AIDS pandemic from its beginning to the dedication of the Grove in 2002. The timeline is etched onto six granite panels, and the text can be found on the Grove's main website. http://www.aidsmemorial.org/about_what.html

The Circle of Peace, located furthest west in the most remote and natural part of the Grove, contains no names and is the counterpoint to the Circle of Friends. The inscription around the Circle of Peace, by the poet Thom Gunn, reads:

Walker within this circle, pause.
Although they died of one cause,
remember how their lives were dense
with fine, compacted difference.

The nine limestone features take both round and broken round form, a design symbolism for circles that break when people die. Roughly from east to west, they include:

Main Portal: 28' diameter
South Portal: 20' diameter
Circle of Friends: 36' diameter
Pine Crescent: 22' diameter
Belvedere: 16' diameter
Crossroads Circle (gravel): 70'(E-W) x 58'(N-S)
Meadow Overlook: gentle arc
West Portal: 15' diameter
Circle of Peace: 24' diameter

The stone used in the above features is a dolomite limestone. Specifically, the stone is Minnesota Northern Gray Buff stone provided by Vetter Stone Co., Kasota, MN. The paving is flagstone. Other stone applications include wall veneers and caps or coping. For more information about the stone visit the manufacturer's web site at www.vetterstone.com.

PLANTING AND MAINTENANCE INTENTIONS

The plantings in the Grove—both new and existing—have been carefully planned to create a sequence of spaces.

THE MANZANITAS / REDWOOD KNOLL

INTENT

Located at the Main Portal, this area should remain manicured and good looking throughout the year. California native plants predominate, and plant colors are to be subtle and muted. The large, old rhododendrons and camellias are a historic remnant from the park's early days and will not be replaced. As the redwoods grow, their low branches should be trimmed to provide visibility. The seasonal color of wildflowers provides a transitional groundcover until the low growing shrubs mature, eventually reaching 3-4 feet.

TREES

Coast Redwood, Ginkgo, Strawberry Tree

SHRUBS

Manzanita, California Coffeeberry, Creeping Mahonia, Bergenia, Douglas Iris, Rhododendron, Ceanothus, Hebe, wildflowers (transitional)

THE PINES / NORTHERN SLOPE

INTENT

A canopy of large, mature conifers towers over large scale drifts of low-growing shrubs. The steep south-facing hillside has a Mediterranean feel; plants are drought-tolerant and many have silver-colored foliage. The central area of the slope retains an open quality, though a transitional zone to the east is higher, denser, and moister as it meets The Manzanitas and The Redwood Grove. From the sidewalk along Middle Drive East, views should be maintained down the Northern Slope, through the Pines and into the Meadow. Pedestrian traffic down the slope is discouraged by dense plantings along the top of the slope.

TREES

Monterey Pine, Monterey Cypress, Catalina Ironwood, Coast Redwood, Chinese Pistache, Loquat

SHRUBS / GROUNDCOVER

Echium, Artemesia, Ceanothus, Lavender, Manzanita, Western Redbud, Coyote Bush, Toyon, Wormwood, Monkey Flower, Coast Silk Tassel, Cleveland Sage, Giant Feather Grass, Buckwheat, Fortnight Lily, Abelia, Foxglove, Columbine, Rushes, Rhododendron, Pittosporum, Shasta Daisy, Luma

DOGWOOD CRESCENT

INTENT

Soft, delicate and manicured plants form a backdrop to the Circle of Friends. Fragrant white and pink flowers lighten the generally muted tones. Plants step up in height ascending the slope, strengthening the enclosed, bowl-shaped form of the space. Larger trees should grow further up the slope, away from the circle. Deciduous plantings to the south are intended to allow winter sun to reach into the Circle of Friends.

TREES

Korean Dogwood, Japanese Maple, Coast Redwood, Strawberry Tree, Magnolia, Michelia

SHRUBS / GROUNDCOVER

Red Twig Dogwood, Bergenia, Sarcococca, Giant Chain Fern, Japanese Anemone, Rhododendron fragrantissimum, Alum Root, Flower Currant, Iris (large yellow), Gunnera)

REDWOOD GROVE

INTENT

The dark, cathedral-like, space beneath the towering redwoods creates quiet, intimate, and meditative spaces. The sparse under story is mostly comprised of redwood duff, interspersed with redwood sorrel and ferns. Here, seasonal change is scarcely noticeable and planting color is quite limited. Older Elm trees within the grove should not be replaced as they die.

TREES

Coast Redwood, Douglas Fir

SHRUBS / GROUNDCOVER

Rhododendron, Azalea, Acanthus, Oak Leaf Hydrangea, Vine Maple, Wood Fern, Sword Fern, Giant Chain Fern, Wild Ginger, Bergenia, Alum Root, Redwood Sorrel, Salal

THE MEADOW /CROSSROADS CIRCLE

INTENT

The meadow is intended as an open lawn capable of withstanding heavy use. As such, any drainage problems will need to be corrected. A transition from the Redwood Grove to the Meadow may include wildflowers. Access for maintenance vehicles needs to be provided at the meadow edge near Crossroads Circle. In the short term, access can be provided by installing grass-cell paving at the west end of the lawn. When the Elms at Crossroads Circle die, the replacements should be relocated to allow maintenance vehicles to turn around in the Circle. Replacements for the Elms should be deciduous, large, high growing, and stately.

GROUNDCOVER

Turf

THE OAKS

INTENT

The twisting trunks of the oaks along with other native plantings create a sense of the California foothills. The under story of duff and ferns creates visual openness that maximizes views of the oak trunks. However, off-trail foot traffic should be discouraged. The park maintenance yard is screened by shade-loving vines.

TREES

Coast Live Oak, Cork Oak, California Bay Laurel, Madrone, Big Leaf Maple

SHRUBS

Western Hazelnut, Mahonia, Vine Maple, Evergreen Currant, Red Flowering Currant, Giant Chain Fern, Sword Fern, Australian Bluebell Creeper, Fuschia

DRY CREEK

INTENT

The dry creek bed provides a transitional corridor between the main grove and the west end. The dry creek bed suggests water while remaining dry. The creek feels wild, natural, and is vaguely un-groomed. Small drifts of small, delicate shrubs climb the banks of the creek bed.

TREES

Coast Redwood, Madrone

SHRUBS

Snowberry, Vine Maple, Bergenia, Horsetail, Sword Fern, Wood Fern, Sedge, Fragrant Sarcococca, Mahonia, Alum Root, Fuschia

FERN GROTTTO

INTENT

This deep, lush, intensely green bowl has a prehistoric feel. It is an area of solitude, a memorial to the un-named. Historic remnants include a crumbling fountain, and old plantings, make this area uniquely different from the rest of the grove. Historic plantings will be preserved but not replaced. This area is also serves as the main access to the grove from the west side.

TREES

Coast Live Oak, Camellia (oldest in Golden Gate Park)

SHRUBS / GROUND COVER

Tasmanian Tree Fern, Sword Fern, Wood Fern, Sarcococca, Mahonia, Douglas Iris, Gunnera, California Fuschia, Fuschia-Flowering Gooseberry, Bergenia, Santa Barbara Daisy

THE MAPLES / SOUTHERN SLOPE

INTENT

In contrast with the Northern Slope, this slope is greener, more lush, and woodsier, with long, low drifts of plantings. Planting color is limited. Planting on the south slope should screen the Maintenance yard and UCSF from the meadow and the meadow overlook on Middle Drive East. However the planting should be open enough to let light into the meadow.

TREES

Oaks, Elm (don't replace), Japanese Maple (green)

SHRUBS/GROUND COVER

Acanthus, Rushes, Ferns, Society Garlic anthus, Rushes, Ferns, Society Garlic
More site information is included in the section titled **Available Resources**.

For further information on individual plantings, please visit the United States Department of Agriculture's searchable database.

<http://plants.usda.gov/>

SPECIAL SITE CONDITIONS

All proposals for a new memorial feature should be fully compliant with the Americans with Disabilities Act (ADA). For further details on ADA compliance, please see **<http://www.usdoj.gov/crt/ada/adahom1.htm>**

While much of the Grove is currently universally accessible, the area west of the Crossroads Circle is not. While this should not prevent entrants from submitting proposals in the currently non-compliant sections of the Grove, accessibility should be considered by all entrants.

Schedule

Competition Announcement
August 23, 2004

Registration Deadline*
\$100 individual and team entry fee December 1, 2004
\$250 studio entry fee

Late Registration Deadline*
\$150 individual and team entry fee December 24, 2004
\$350 studio entry fee

Questions Deadline November 1, 2004

Answers Posted Beginning October 1, 2004
Ending November 15, 2004

Submission Deadline*
January 7, 2005, 5 p.m. (PST)

Jury
January 14-15, 2005

Exhibition and Formal Winner Announcement
Spring, 2005

* See **Registration and Entry** *The information above supersedes any other schedule (printed or otherwise).*

Rules

Everyone involved with this competition must comply with the conditions and procedures laid out in these instructions. Failure to do so will lead to immediate elimination from the process.

Eligibility

The competition is open to anyone not specifically excluded. Exclusions: The firms, partners, and professional associates of the jurors; board members former board members, employees, and former employees of the National AIDS Memorial Grove are enjoined from participating in the competition. If it is determined that a competitor is in any material way related to a juror or to the National AIDS Memorial Grove, that competitor's project will be disqualified.

Anonymity

The sponsors of this competition will protect the integrity of its process vigorously. Competitors must not communicate with the jury about the competition in any way until a public announcement of the winners is made. Any competitor or juror found in active violation of this

rule will be disqualified immediately by the Professional Advisor, whose decision is final.

Competitors will be required to register their intention to enter, and this registration must be received not later than December 1, 2004. Late registrations will be accepted between December 2, 2004, and December 24, 2004, requiring a supplementary fee, please refer to **Schedule and Rules**. Registration may be accomplished via the competition website or by postal mail. Each competitor will be assigned a unique identification number and provided with confirmation of registration.

All entries must be submitted without any marks, logos, insignia, or writing on the display surfaces that identify their authorship. Failure to comply with this rule will lead to immediate disqualification. Competitors must affix an opaque envelope to the rear of each competition board. Both the envelope and the board must be labeled only with the registration identification number. Do not put registration numbers or any other mark or information that may identify the author on the front of either board. Sealed inside this envelope should be a copy of the registration confirmation and entry forms. Before judging, these envelopes will be removed, and the front of the board labeled with the identification number. Only at the end of the judging will the names of the competitors be revealed to the jury.

A limited number of prominent design firms may be invited to enter the competition and may be featured in a special section of the subsequent exhibition of the competition entries. Should they choose to participate, these firms will adhere to all of the competition rules and guidelines outlined here, and their work will be reviewed by the jury anonymously as part of the general reviewing process.

Questions and Answers

Competitors may seek clarification of this material by submitting questions to: **designcomp@aidsmemorial.org** No questions may be addressed to the competition sponsors, members of the jury or other individuals associated with the competition. All questions must be received by November 1, 2004. Questions and answers will be posted on the competition web site beginning October 1, 2004 and ending November 15, 2004. Any changes to this document resulting from answers to the questions will form part of the competition directive.

Return of Entries

All competition materials become the property of the competition sponsor and will not be returned.

Ownership and Copyright

All drawings, photographs, photocopies, and other physical materials submitted to the competition become the property of the National AIDS Memorial Grove, and may be retained for archival purposes and possible exhibition and publication. Each Competitor will retain full copyright of all their materials unless otherwise assigned (see "Exhibition and Publication," below). If competitors are making use of copyrighted materials in their entry, they must identify them clearly as such, and provide all copyright references accompanying their submission forms.

Exhibition and Publication

The Board of the National AIDS Memorial Grove will exhibit a selection of competition entries- including all award-winners in a high-profile San Francisco location in spring or summer of 2005. Further, the Grove board intends to publish the results of the competition in a publication and on a website in the same time frame. In any exhibition, publication, or website, the Grove board will make every effort to properly credit the appropriate competitors. Since the Grove board retains ownership of all competition materials (see "Ownership and Copyright"), they reserve the right to utilize them in any publication or promotional endeavor in perpetuity, and without compensation to the entrants.

Disqualification

No partner, associate, or employee of any jury member may participate in the competition, nor may any jury member compete in association with, advice, or assist a competitor in any way. No board member, former board member, employee, or former employee of the National AIDS Memorial Grove may participate in this competition.

Each registered individual/team may make only one submission per registration. If an individual or team wishes to enter an additional submission, (s) he or they must register an additional time. Student entrants registered in studios may make only one submission. If a student entrant wishes to make an additional submission, (s) he must register a second time as an individual.

The Professional Advisor may invalidate any entries that: arrive after the deadline, or are incomplete in any significant fashion; or contain any visual or written material on the display surfaces of the entry that in any way identifies the author to the jury.

Entrants who fail to observe the provisions in these rules will be declared ineligible and the jury shall be so informed by the Professional Advisor. The sponsor's decision in respect to any such disqualification shall be final and binding on all parties.

Communications & Professional Advisor

The Professional Advisor for this competition is responsible for the preparation of this packet, the administration of the competition, and the development and enforcement of its rules and procedures. Any and all communication relative to the competition must be directed to him in writing by letter or email. For addresses please see **Welcome** and **Questions and Answers** above. Any competitor who attempts to contact sponsors or the jurors may be disqualified from the competition.

Disputes

The jury, by a majority vote, has the sole authority and responsibility to recommend winners at the end of the competition. Any disputes will be resolved by the Professional Advisor in consultation with the Board of the National AIDS Memorial Grove.

Jury Process and Awards

Process

A panel of design professionals, artists, and stakeholders will jury this competition, and will do so in accordance with the procedures outlined in this document. Jurors will assess the submissions and determine winners, which they will rank in order. Jurors will base their judgment on their own expertise, the work submitted by the competitors, the information contained in the competition document, and any questions and answers that arise during the judging process. Each juror will examine every submission.

The firms, partners, and professional associates of the jurors are enjoined from participating in the competition. If a juror is found to be knowingly involved in any material way with a submission, the juror will be replaced at the discretion of the Professional Advisor.

Jurors who cannot attend each meeting of the jury may be replaced by an alternate selected by the Professional Advisor and the sponsor. The Professional Advisor will observe jury meetings to ensure impartial enforcement of the competition's regulations and intentions. Representatives of the sponsor may also attend jury meetings as observers. Should the jury deadlock, then the Professional Advisor will cast the tie-breaking vote.

Jurors (partial list)

Walter Hood is a landscape architect and a professor of landscape architecture at the College of Environmental Design, UC Berkeley.

Mary Miss is an environmental artist, sculptor, and filmmaker. Her work draws on architecture, landscape design, gardens, and the history of worldwide culture.

Toshiko Mori is an architect and the chair of the Department of Architecture at the Harvard Design School.

Joseph Rosa is the Helen Hilton Raiser Curator of Architecture and Design at the San Francisco Museum of Modern Art. He is also an adjunct professor at the California College of the Arts.

**Jurors confirmed as of August 20, 2004*

Competition Advisor

Reed Kroloff is the Dean of the School of Architecture at Tulane University, and an independent architectural consultant and commentator.

Selection Criteria

Selection criteria will include, but is not limited to:

- Originality and sensitivity of the proposal's design vision
- Responsiveness of the proposal to the competition's objectives

Responsiveness of the proposal to the site and its context
Quality and clarity of presentation materials
Responsiveness of the proposal to these instructions

Selection of a Designer

The National AIDS Memorial Grove intends to select a designer as a result of this competition process. Their decision may not, however, be based solely on the rank-ordering of the jury, and may include other pertinent information as well, such as (but not limited to) reference checks and interviews. After a winner has been identified, the National AIDS Memorial Grove hopes to enter into contract negotiations with that individual or team. The winner will be expected to associate with an appropriately experienced design professional within the State of California.

If contract negotiations are unsuccessful, the National AIDS Memorial Grove and/or its agents may choose to enter into negotiations with other finalists, in order of their ranking. Final authority for awarding the commission rests entirely with the National AIDS Memorial Grove. It must, however, be understood that due to timing, finances or for other reasons which may arise, the execution of any contract for this project may be delayed for an undetermined period, or not executed at all. The National AIDS Memorial Grove is under no obligation to build a project as an outcome of this competition.

Awards

The National AIDS Memorial Grove Board intends to award prizes totaling \$10,000 to 1st, 2nd, and 3rd place entrants. The allocation of these funds is left to the sole discretion of the jury.

Available Resources

CAD Drawings

A site plan of the Grove is available in several formats. The site plan covers a large area and dimensions are approximate. Locations of trees and other plantings are approximate and incomplete. It is the entrants' responsibility to verify in the field any dimensions critical to the submitted design. Please visit the web site to download CAD drawings in either AutoCAD14 or AutoCAD 2000i

<http://www.aidsmemorial.org>

Golden Gate Park Information

The following website offers additional information, maps, and images about Golden Gate Park as a whole.

<http://www.sfgate.com/traveler/guide/sf/neighborhoods/ggpark.shtml>

Map of Golden Gate Park

To better understand the relationship of the Grove to Golden Gate Park as a whole, please click on the following link:

<http://www.sfgate.com/traveler/acrobat/maps/1999/ggparkmap.pdf>

Photography

Please visit the website to view and download photos of the National AIDS Memorial Grove.

<http://www.aidsmemorial.org>

The Rudy Bruner Urban Excellence Award

In 1999, the National AIDS Memorial Grove received the Rudy Bruner Award for Urban Excellence Silver Medal. The Bruner Foundation sponsors of the award, seeks to recognize institutions that, through some aspect of their work, foster a better understanding of the role of architecture in the urban environment. A detailed history of the Grove's submission and the Bruner Foundation's findings are available at the following link:

<http://www.brunerfoundation.org/p/1999rba.html>

Who May Register

All interested parties, including multi-disciplinary teams, are invited to enter. The competition is open to anyone not specifically excluded. Exclusions: The firms, partners, and professional associates of the jurors; board members, former board members, employees and former employees of the National AIDS Memorial Grove are enjoined from participating in the competition. For more information see **Rules**.

Registration

Entrants must register for the competition prior to submitting their entry. For registration deadlines, see **Schedule and Rules**. For individual, teams, and studio fees, see **Fees**.

There are two ways to register for the National AIDS Memorial Grove Competition:

Entrants can register online or offline, via postal mail or fax. If registering online, entrants will receive their registration confirmation and registration number by email. If registering offline, entrants will receive their registration confirmation and registration number by postal mail or fax.

The registration number and a copy of the registration confirmation must be included with every submittal. For questions, see **Submission Requirements**. Registration must be completed by December 1, 2004 for standard-fee registration; by December 24, 2004 for late-fee registration. To register online, go to <http://www.aidsmemorial.org>

Online registration requires entrants to pay their registration fee by credit card (Mastercard, Visa, and American Express). Questions about online registration should be directed to Toni Smith at the National AIDS Memorial Grove. Ms. Smith is reachable at designcomp@aidsmemorial.org

Entrants can register offline, via postal mail or fax. Payment options include personal check, money order, cashier's check, or credit card. To register offline, go to the page of this document titled **Registration Form**. Print out the Registration Form, fill it out, and mail with payment or fax with credit card payment to the National AIDS Memorial Grove as indicated on the form. The National AIDS Memorial Grove will send in reply, via postal mail, a registration confirmation and registration number. This document and number must be included with final submission of contest entry. (See **Submission Requirements**) Registration forms must be received in the National AIDS Memorial Grove offices by December 1, 2004 for standard-fee registrations; by December 24th, 2004 for late-fee registrations.

Fees

Individual & Team Entries

\$100: Registrations received by December 1, 2004

\$150: Registrations between December 2, 2004 and December 24, 2004

Studio Entries

Schools may pay a per-studio fee and enter as many as 15 students

\$250: Studio registrations received by December 1, 2004

\$350 Studio registrations between December 2, 2004 and December 24, 2004

Entries which arrive without registration or entry fee may be discarded. All checks and credit card payments will be verified using standard verification procedures.

All payments are final. The Competition will not offer refunds for registrants who do not submit an entry. Although the National AIDS Memorial Grove has a 501-C3, fees are NOT considered donations for tax purposes.

Submission Requirements

Entrants must submit two 30" x 40" (0.762 x 1.016 meters) presentation boards, with the 40" sides oriented vertically, and the boards organized side-by-side. The boards should have a maximum thickness of 0.5" (12.7 mm) and weigh no more than 5 pounds (6.8 kilograms) each. The boards must lie flat against an easel or wall, and may not include anything that projects more than 0.25" (6.35mm) from the surface. The competition recommends entries are submitted on foam board, or similarly stiff, lightweight materials. Weight and size limits will be strictly enforced, and competitors are urged to take great care in preparing their entries for shipping.

The number and type of presentation drawings are at the discretion of the entrant.

The presentation board should document clearly and concisely the entrant's approach to the project. Ideas about the form, organization, materials, site planning, and design direction of the National AIDS Memorial Grove should be included. Any verbal description must be included on the presentation side of the board and incorporated into the graphic layout of the submission. Additional written materials will not be accepted.

Presentations should be easily understandable by a lay audience. Not all jurors will be design

professionals. Further, the sponsors intend to display some of the competition entries in a high-traffic public setting and use them in education programs about the National AIDS Memorial Grove.

No models will be accepted. However, photographs or computer renderings of models may be incorporated into the presentation.

All entries must be submitted without any marks, logos, insignia, or writing that identify their authorship. (See **Rules**) Competitors must affix an opaque envelope to the rear of each competition board. Both the envelope and the board must be labeled only with the competitor's identification number (which is assigned during the registration process). Sealed inside this envelope should be a copy of the registration confirmation.

Competitors may submit as many entries as they desire. However, each entry must have a separate registration confirmation and entry form.

Because the Sponsors intend to exhibit and publish the results of the Competition, competitors must submit with their registration forms any text that appears on their entry, as well as brief (50 words or less) biographical statements about all team members. This information must be submitted on a CD-ROM in Microsoft Word.

Deadline

All submissions must be received by the National AIDS Memorial Grove Competition Coordinator by no later than 5:00 p.m. (PST) on January 7, 2005, the stated deadline in the **Schedule** section. This is not a postmark deadline. The actual boards must be received by the given day and time.

Mail or deliver entries to:

Memorial Design Competition
c/o the National AIDS Memorial Grove
856 Stanyan Street
San Francisco, CA 94117

(415) 750-8340

NOTE: Hand-deliveries can only be made from 9 a.m.(PST) to 5 p.m.(PST)

NOTE: The telephone number of the National AIDS Memorial Grove is provided here strictly for the purposes of facilitating shipping requirements. Competitors may not direct questions about the competition to National AIDS Memorial Grove staff members at this number at any time.

Competitors are solely responsible for ensuring their entry arrives on time. The sponsors recommend competitors contract with a shipping or delivery service that guarantees delivery and provides a tracking number. The competition's management is not responsible for any materials which do not arrive on time, or arrive in a condition that renders them unsuitable for display.

Contact Us

To contact the Design Competition Coordinator please send email to:
designcomp@aidsmemorial.org

Emails with questions regarding the competition process or rules, or questions about the site will be answered on the website. No individual email will be sent. Email requesting posters or website link information will be responded to on a weekly basis.

Registration Form
National AIDS Memorial Grove
Design Competition

Please fill out the following information completely and enclose this form with your payment.

Today's Date: _____

Entrant's Name(s) *If more than one individual has worked on this entry, please list each separately.
Attach additional sheets if necessary.*

Submission type: *Please check one*

Individual

Group

School **Name of School** _____

Are you or your group planning on submitting more than one entry?

Yes No

Contact address: *If a school studio, please list contact information for the studio leader*

Street Address 1: _____ **Phone number:** _____

Street Address 2: _____ **Fax number:** _____

City, State _____ **Zip:** _____

Contact email address: _____

Is the primary entrant or a member of this team an architect registered in the State of California?
If not, entrant(s) must be willing to work with an architect registered in the State of California if selected.

Yes No

Optional Information

Disciplines of entrants: *Please check all that apply.*

Architect

Landscape Architect

Artist

Other _____

Payment Information

Payment to be made by (please check one and complete form)

Personal check enclosed in the amount of: \$ _____

Money order/cashiers check enclosed in the amount of: \$ _____

Please charge my credit card for the amount of: \$ _____

Name on credit card: _____ **Exp Date:** _____

Credit Card Number: _____ **Type:** _____

Credit Card Billing Address: _____

*Please make all checks and money orders payable to: **NAMG – Design Competition***

Please mail this completed form along with your payment or credit card information to:

**Design Competition
National AIDS Memorial Grove
856 Stanyan Street
San Francisco, CA 94550**

Or fax your credit card payment information to:

**National AIDS Memorial Grove
(415) 750-0214**