

NAIOP MARYLAND

# *Awards of*



# EXCELLENCE

## 2022

### AWARDS RULES & CRITERIA

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1. Project must be located in one of the following Maryland jurisdictions: Anne Arundel County, Baltimore City, Baltimore County, Carroll County, Cecil County, Harford County or Howard County.
2. Only companies with an active NAIOP-MD member may enter the competition.
3. Each building entered into the competition must have a certificate of occupancy by Dec. 31, 2021.
4. A project is not eligible if it was a previous NAIOP-MD Awards of Excellence winner unless it is now under new Ownership and the project underwent a renovation or rehab.
5. Non-winning projects that have been submitted for previous NAIOP-MD Awards of Excellence cannot be submitted again under the same category. For example: if a project was previously submitted for the Best Transit Oriented Development category, it cannot be submitted this year under the same category. However, if the project did not win in the past, it can be submitted under a different category such as Best Mixed Use.
6. If you plan on submitting multiple projects and/or transactions, you will be able to enter additional submissions after completion of your first submission.
7. You may submit a project or transaction for multiple categories. You will be able to copy your initial submission and submit again for another category. A separate entry fee is required for each submission.
8. Your submissions should include who was involved in the project (ie General Contractor, Engineer, Architect, etc.). Be sure to get the proper permissions and let all parties involved know that you are submitting.
9. Include any relevant marketing materials or additional supporting information including photos, flyers, brochures, floor plans or space plans, elevations, renderings and site plans that will help in the judging process.

*\*\*All projects or transactions are eligible for submission provided they meet the NAIOP-MD Awards criteria.*

### IMPORTANT NOTES

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- All submissions must be received by Friday, January 14, 2022.
- Entry Fees: \$300 for the first project or transaction submitted, \$250 for the second project or transaction and \$200 for each additional submission.
- The NAIOP-MD Awards of Excellence Committee will tour the submitted properties in February 2022. You will be notified no less than 24 hours in advance of the Committee's arrival.
- All marketing materials submitted may be used in the Awards of Excellence Presentation on May 5, 2022 and other event marketing materials.



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### FREQUENTLY ASKED QUESTIONS

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#### **How do I submit an entry?**

- Create an account and/or Login for the NAIOP-MD Awards of Excellence website:  
<https://naiopmdawards.secure-platform.com/a/>
- Click on "Nominate/Submit"
- Follow instructions outlined in steps 1-4 to provide all requested entry information
- Once completed, please select "Add to Cart" on the bottom right of your screen
- If you need more time to complete your entry, be sure to save (bottom right of the screen) prior to logging out. The entry will be saved as "in progress" when you return.
- Select your payment method and select "Process" to submit your completed entry form.

#### **Do I have to have a NAIOP login to submit?**

No, you will create a separate login on this website, however, please note that submissions must come from a NAIOP-MD member.

#### **If I am a member of a different NAIOP chapter, can I submit?**

Only companies with an active NAIOP-MD member may enter the competition. You can add the Maryland chapter through the national NAIOP website. The cost for the membership is \$275.

#### **Can I submit the same project for different categories?**

Yes, you can submit the same project under different categories. There is a fee for each submission. \$300 for the first project or transaction submission, \$250 for the second project or transaction submission and \$200 for each additional submission.

#### **Will more information be required further along in the process?**

No, all information required will be gathered in your submission. You can go back into the application and update your submission.

#### **If a category is listed under "office," but we have an industrial space that would qualify for that named award, can we still submit?**

Yes, you can submit the project under the category you think it best fits (whether it is listed as industrial or office on the submission form). The Committee thoroughly reviews the applications and may determine a better category for the submission.

#### **Does "industrial" include flex and retail?**

Yes.

#### **Are all submissions judged by the Awards of Excellence Committee?**

Yes, as long as they meet the criteria.

#### **Will I need to be present at the project when the Awards of Excellence Committee arrives?**

We request that someone with extensive knowledge about the project is present when the Committee tours the project.

*Thank you for your interest in the NAIOP-MD Awards of Excellence 2022.*