



2022 CWA Gertrude Lempp Kerbis Award Submission Guidelines

Chicago Women in Architecture [CWA] is a not-for-profit, volunteer organization that exists as a forum for women in Architecture and related professions. Each year Chicago Women in Architecture awards a scholarship to a female student in the last year of studies, with an outstanding Design Studio Project. The Award is awarded at the annual CWA Spring Brunch, where her author presents the winning entry.

Eligibility

Applicants must be female architecture students scheduled to graduate in the 2023 Academic Year (May 2023 or December 2023) with a M. Arch or a five-year B. Arch Degree from a NAAB Accredited Architecture Program from the following schools. There is no limit of student submission per school.

Eligible Institutions

Illinois Institute of Technology
Judson University
The School of the Art Institute of Chicago
Southern Illinois University Carbondale
University of Illinois at Chicago
University of Illinois at Urbana-Champaign
University of Wisconsin - Milwaukee

Schedule

Registration Opens	November 1st, 2022
Submission Deadline	January 10th, 2023
Winner Announcement	CWA Spring Brunch* - April, date TBD

**Winners are expected to keep this date open in order to accept the award and exhibit their work*

Jury

Jury team will be composed by CWA Executive Board members, Board of Directors members, and recognized architecture practitioners.

Awards

CWA will award \$5000 in Awards this year. Winners will also receive a one-year membership to Chicago Women in Architecture, along with two tickets for the CWA Spring Brunch. The winning project will be featured in detail on the CWA website.

- **First Prize: \$ 3,000**
- **Runner Up(s): Total of \$2,000***

**It is up to the discretion of the jury to determine number of runner ups. The total amount will be divided to the runner up(s).*

ENTRY REQUIREMENTS

Registration Number

The registration form is available on the Scholarship section of CWA website www.cwarch.org. There is no fee to register. Please submit this form before submission deadline in order to receive your application number (ID#).



2022 CWA Gertrude Lempp Kerbis Award Submission Guidelines

Submission requirements

Please read the following information carefully as it contains important information. The following **digital materials** are required from each candidate:

A. Registration Form: to be filled out online on www.cwarch.org

B. Design Project

- a. Design Statement (500 words): include project goals, the objectives and problems present and the design solutions.
- b. Project Proposal (Not to exceed four (4) 11x17 pages): This can include site plans, proposed plans, sections, elevations, renders, and/or program diagrams.
- c. For a group project: Projects developed as part of a group may be submitted with the following options.
 - Option (1): If all members of the group are comprised of female students, you can submit the design project as a team. Please fill out one registration form, including information for all group members in the space provided. The award will be divided between the team members.
 - Option (2): If you elect to submit the group project by yourself, please note that the work presented must be substantially that of the Applicant, and the Project Explanation shall also detail the specific role within the group the Applicant played. Also include the **Group Work Memorandum** from each of the team members. This form can be found on our website.

C. Resume (1-page limit) to be included as a part of the final submission with #ID at the top of the resume in place of the Applicant's name should not be included. Please include the following:

- **Education:** Name of accredited university currently attending, GPA, anticipated graduation date
- **Extracurricular Activities:** Memberships and affiliations, public service, volunteer experience
- **Recognition:** Honors and awards

D. Letter of Recommendation (1-page limit):

- a. One Letter of Recommendation is required, but additional letters may be submitted.
- b. Academic letters of recommendation from professors or administrators should specify the program and expected graduation date of the Applicant.
- c. The letter of recommendation should be named #ID_XXX_LOR_RN.pdf where XXX is the numeric ID you receive from CWA and RN is the name of the recommender.

Letters of Recommendation: All letters of recommendation should be emailed to scholarship@cwarch.org with the ID# of the Applicant on the email subject line. The contents of the letters do not need to be anonymized. All digital forms of letters of recommendation must originate directly from the institution or company of the recommender and should be PDFs.

In the event that there is no access to internet or email, it is allowed to have the letter of recommendation mailed directly to the address below. The letter should be in a sealed envelope with the #ID on the exterior and should be mailed to the following address, postmarked no later than 01/10/2023.

Madona L Cumar
CWA Scholarship Chair
1400 Frenchmans Bend Drive
Naperville, IL 60564



2022 CWA Gertrude Lempp Kerbis Award Submission Guidelines

Submission Process

- Fill out the Registration Form on the CWA website to receive the ID number: <https://cwarch.org/gertrude-lempp-kerbis-prize/register/>
- You will upload your documents under “Submit Application Documents” on the CWA website: <https://cwarch.org/gertrude-lempp-kerbis-prize/submit-documents/>
- Each project submission must be ONE single PDF file combining all the separate pages of the application in the following order:
 - Project Statement
 - Resume
 - Project Files
- Submitted presentation material should bear no graphic that would identify the author(s) such as names, university logos, etc. Provide the #ID number^[1] in the lower right-hand corner of each page of the application materials.
- The file should be named #ID_XXX_package.pdf, where XXX is the numeric ID number that you receive from CWA.
- If you are submitting a group project without all members (Option 2), please submit an additional PDF with all **Group Work Memorandums**. This document should be named “#ID_XXX_Memorandum” where XXX is the numeric ID number that you receive from CWA.
- Recommenders should submit their letters directly to scholarship@cwarch.org using the conventions above.

Submissions

Upload submission via the online link on or before 01/10/2023

Questions?

Please submit questions to scholarship@cwarch.org. For updates please visit our website www.cwarch.org or follow us on twitter [@chiwomenarch](https://twitter.com/chiwomenarch)

^[1] You will receive this ID number via email after sending the entry form.