STUDENT SUBMISSION REQUIREMENTS

To enter a project for consideration in the 2025 Toronto Urban Design Awards program, review and complete the information listed below. Please note, there is no submission fee for student submissions.

Use the Student Submission Checklist to ensure your Application Package is complete.

A. Application Package

Entrants are to submit their Application Package containing the following:

1. Images (All images must be AODA compliant)

    - Up to six individual images that best illustrate the merits of the project (.jpg format with 300dpi, maximum file size of 2MB). Please note that submission emails must be less than 20MB.
      Note: it is recommended that at least one image demonstrate the contextual fit of the project. All images should focus primarily on the urban design merits of the project. Please ensure that your images do not contain any identifiable private individuals. Winning project teams will be contacted for higher resolution images.

2. Completed and Signed Official Student Entry Form

3. Completed Official Spreadsheet
    The Official Spreadsheet contains information about your project and major contributors. Please note that providing accurate and complete project credits is the full responsibility of the applicant. The City of Toronto will **not** verify the completeness, including community groups, associations and Business Improvement Areas, of the team credits. The credits submitted will be those which appear on potential award certificates and all other printed/published material.
    It contains:

    - Applicant Information: Submitted by; Telephone, E-mail; Address;

    - Project Information: Project Title; Project Completion Date;

    - Project Team: Names

    - Images: Image Name; Photographer, AODA alt text;

    - Description Text: maximum 400 word description that outlines the project and emphasizes its urban design merit (refer to evaluation criteria for key considerations).

    - Sustainability Statement: The sustainability statement should include information on how your project helps to address the dual climate and biodiversity emergencies by meeting and exceeding sustainability performance requirements of the Toronto Green Standard, guidelines, and strategies

of the City of Toronto. The 200-300 words sustainability statement should identify how your project aligns with these initiatives and other notable features that demonstrate how climate change mitigation, adaptation and resilience have been incorporated into your design or concept. Additionally, submissions may include details on tree canopy cover, strategies to address the urban heat island effect, and if available, energy performance metrics such as Thermal Energy Demand Intensity, Green House Gas Intensity, and Energy Use Intensity.

- Equity, Reconciliation and Diversity Statement: Equity, reconciliation and diversity are core values at the City of Toronto. For the 2025 Toronto Urban Design Awards, we now require a mandatory statement with your submission. This statement should outline how your project seeks to achieve equal outcomes for Indigenous, Black, and equity-deserving groups, amplify their voices in the project process, and strengthen relationships and trust. You may also detail how your project applied an equity and reconciliation approach to its methodology and how it advanced these principles in its outcomes. **This required content will be an essential component in the review of all submissions**.

B. Submission

Entrants are to submit the Entry Form and Application Package by email to TUDA@toronto.ca.

City of Toronto staff must receive your submission by email (TUDA@toronto.ca) no later than 12:00 P.M., NOON, April 14, 2025.

TORONTO 2025 — TORONTO URBAN DESIGN AWARDS

OFFICIAL STUDENT ENTRY FORM

1. PROJECT INFORMATION

Project Title:

_____

Date Project Completed (yyyy-mm-dd):

_____

Student/Former Student Name (First, Last):

_____

Project Address/Site:

_____

Program of Study - if applicable:

_____

Studio Professor/Advisor Name (First, Last) – if applicable:

_____

2. APPLICANT INFORMATION

Submitter Name (First, Last):

_____

Telephone Number:

_____

Email:

_____

Address (Street Number, Street Name, Suite/Unit Number):

_____

City or Town:

_____

Province:

_____

Postal Code:

_____

3. SUBMISSION INSTRUCTIONS

Submit a copy of the completed form by email TUDA@toronto.ca. All submitted materials will be retained by the City of Toronto and will not be returned to you. The City may use and reproduce the submission materials in exhibits, presentations or other communications, publications, advertising and promotions related to the Toronto Urban Design Awards program. By submitting an entry, you agree to abide by the contest rules available detailed in the Submission Requirements.

City of Toronto staff must receive your complete submission package no later than April 14, 2025 at 12:00 P.M. NOON.

Email application package to: TUDA@toronto.ca

Applicant Signature:

_____

Date (yyyy-mm-dd):

_____

TORONTO URBAN DESIGN AWARDS

STUDENT SUBMISSION CHECKLIST

Use this checklist to ensure your application package is complete.

Up to Six Individual Images (in .jpg format with 300 dpi)
(Please ensure that your images do not contain any identifiable private individuals)

Completed Official Spreadsheet

Completed Official Entry Form (signed and dated)