Sample ADU Design Challenge Application Form

NOTICE: This document is provided solely as a job aid to assist with the ADU Design Challenge submission process. Do **not** submit this PDF to HLC. **To submit an application to the ADU Design Challenge, visit Submit ADU Design Challenge Entry | Mass.gov**. For questions on the Application Form and ADU Design Challenge Submission Guidelines, e-mail **EOHLCADUHomes@mass.gov.**

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Section 1: Applicant information

Information you submit on this page will be used to track your submission and contact you, but will not be shared with judges. Submissions are open to Massachusetts-based architects, builders, designers, contractors, and design-build partnerships.

1.1 Lead Applicant Name(s) (Required)

Individuals: Please provide your first and last name. Teams: Please identify the Lead Applicant (first and last name) and list all other team members below.

First: _____ Last: _____

Additional Applicant Names: _____

Design Firm Name (If Applicable): _____

1.2 Affirmation of eligibility (Required)

Eligibility: Submissions are open to Massachusetts-based architects, builders, designers, contractors, and design-build partnerships. All participants must be aged 18 or over.

☐ I affirm that I am Massachusetts-based architect, builder, designer, contractor, or design-build partnership. (Required check-box)

☐ I affirm that I am aged 18 or over. (Required check-box)

1.3 Email (Required)

Please provide the best email address for all communications regarding this submission: _____

1.4 Address (Required)

Please provide a business or residential address for the lead applicant and/or design firm to confirm eligibility

Street Address (Required): _____

Address Line 2: _____

City or Town (Required): *Dropdown of 351 Massachusetts municipalities*

State (Required): *Pre-selected and required as Massachusetts*

Zip Code (Required) : _____

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Section 2: Project Information

Information you submit on this page will be shared with the judges. Please do not include identifying information on this page, or you may be required to resubmit or disqualified.

2.1 Project/Design Title **(Required)**

Project/Design Title (Required): _____

2.2 ADU Gross Floor Area (square footage) **(Required)**

Please enter a number between 0 and 900: _____

2.3 Unit Layout **(Required)**

Unit Layout (select one) (Required)

☐ Studio

☐ One-Bedroom

☐ Two-Bedroom or more

2.4 ADU Height (feet) **(Required)**

Please enter a number: _____

2.5 Window/Wall Ratio **(Required)**

Window/Wall Ratio (Required): _____

2.6 Foundation Type **(Required)**

Foundation Type (Required)

- Concrete Frost Wall
- Block Frost Wall
- Frost Proof Slab Foundation
- Concrete Piers
- Helical Pier System
- Other: _____

2.7 Energy Performance (Required)

I certify that my submission adheres to Table 4: Required Minimum Energy Performance Thresholds for all ADU Designs in the Submission Guidelines. (Required check-box)

2.8 Subcategories (Not Required)

In addition to the overall prizes, each submission may be considered for awards in several subcategories. Please select any subcategories for which you would like to be considered.

☐ Sustainable Design

☐ Accessible Design

☐ Innovative Construction

In addition to these subcategories, your design will be assigned to a size-based subcategory based on your reported unit characteristics as either a "Compact ADU" or "Standard ADU."

Section 3: Project Narrative and Attachments

Information you submit on this page will be shared with the judges. Please do not include identifying information on this page, or you may be required to resubmit or disqualified.

3.1 Project Narrative (Required)

Project Narrative: Describe your overall design concept (max 1000 characters)

Max 1,000 Characters

3.2 Design choices: Functional and comfortable living environment (Required)

Describe any design choices you made to promote a functional and comfortable living environment in your ADU (max 1000 characters)

Max 1,000 Characters

3.3 Design choices: Cost-effectiveness (Required)

Describe any design choices you made to promote cost-effectiveness in your ADU (max 1000 characters)

> Max 1,000 Characters

3.4.1 Design choices: Sustainability **(Required only if applicant opted to be considered for Exceptional Sustainable Design as a subcategory under Question 2.8. Note if Sustainable Design is not selected under Question 2.8, this question will not be visible to the applicant.)**

Describe any design choices you made to promote sustainability in your ADU (max 1000 characters)

> Max 1,000 Characters

3.4.2 Design choices: Accessibility **(Required only if applicant opted to be considered for Exceptional Accessible Design as a subcategory under Question 2.8. Note if Accessible Design is not selected under Question 2.8, this question will not be visible to the applicant.)**

Describe any design choices you made to promote accessibility and universal design in your ADU (Required for Accessible Design) (max 1000 characters)

> Max 1,000 Characters

3.4.3 Design choices: Innovative Construction Methods **(Required only if applicant opted to be considered for Exceptional Innovative Construction Design as a subcategory under Question 2.8. Innovative Construction Design is not selected under Question 2.8, this question will not be visible to the applicant.)**

Describe any design choices you made to facilitate innovative construction methods for your ADU (Required for Innovative Construction Methods) (max 1000 characters)

> Max 1,000 Characters

Attachments

Please label each attachment using the following format: AttachmentLetter_ProjectDesignName (for example, AttachmentA_GreenADU). Information you submit on this page will be shared with

the judges. Please do not include identifying information in any of your attachments, or you may be required to resubmit or disqualified. Attachments may take a moment to load. To continue to the next section of your application, ensure that all attachments are fully uploaded, as indicated by the green check mark and 100% bar underneath the attachment upload link.

3.5 Attachment A (Required)

Attachment A: Showcase Image

Button to upload files

Accepted file types: png, Max. file size: 50 MB.

3.6 Attachment B (Required)

Attachment B: Digital Poster Design

Button to upload files

Accepted file types: pdf, Max. file size: 50 MB.

3.7 Attachment C (Required)

Attachment C: Scaled Floor Plan (Required)

Button to upload files

Accepted file types: pdf, Max. file size: 50 MB.

3.8 Attachment D (Required)

Attachment D: Exterior Elevations (Required)

Button to upload files

Accepted file types: pdf, Max. file size: 50 MB.

3.9 Attachment D (Required)

Attachment E: Wall Section (Required)

Button to upload files

Accepted file types: pdf, Max. file size: 50 MB.

3.10 Attachment F (Required)

Attachment F: Site Plan Contextualization (Required)

Button to upload files

Accepted file types: png, Max. file size: 50 MB.

3.11 Attachment G (Required)

Attachment G: Renderings (Required)

Button to upload files

Accepted file types: pdf, Max. file size: 50 MB.

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This page prompts submitters to review, understand, and agree to the Massachusetts ADU Design Challenge Submission Agreements.