

# IFLA AAPME Awards 2024

Submission Guideline



The IFLA AAPME Awards 2024 represents a prestigious global recognition initiative, spearheaded by the IFLA Africa, Asia Pacific, and Middle East (AAPME) regions. These awards honor excellence in landscape design and planning with a focus on resilience, open to all IFLA regions and practitioners globally, specifically targeting projects within the Africa, Asia Pacific, and Middle East regions.

Celebrating design excellence, the AAPME Awards serve as a dynamic platform to showcase innovative approaches, encourage collaboration, and inspire the next generation of landscape architects. The 2024 awards particularly aim to spotlight the work of landscape architects who are dedicated to sensitive and responsible design practices. These awards recognize outstanding multidisciplinary projects that are deeply integrated within environmental and social contexts, highlighting efforts to address present and future global challenges.

This initiative underscores the commitment of IFLA AAPME to fostering a sustainable and thoughtful approach to landscape architecture that resonates across continents and cultures.

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### Overview of Categories

- A. Built Categories
  - 1. Culture and Traditions
  - 2. Economic Viability
  - 3. Flood and Water Management
  - 4. Food Security and Production Systems
  - 5. Heat Islands and Fire Resistance
  - 6. Natural Disasters and Weather Extremes
  - 7. Energy and Carbon Reduction
  - 8. Social and Community Health
  - 9. Wildlife, Biodiversity, Habitat Enhancement or Creation
- B. Unbuilt Category
  - 10. Analysis and Planning

### 1. Culture and Traditions

*(Built Category)*



There are developments planned or underway that potentially threaten the culture and traditions of places and communities. How did landscape architects intervene and play a critical role in a large or small project, or through interventions that sensitively protected the existing culture and traditions of a place or peoples? More positively, what are the kinds of projects that landscape architects have been working on that strengthen culture and traditions of a place or peoples? Projects in this category emphasize protecting and strengthening of culture and traditions as part of resilience-building in the social fabric and character of place.

**Recognises:** Site-specific works of landscape architecture. Professional entries in this category must have been built.

**Typical entries include:** Cultural and heritage enhancement projects, commercial malls or public spaces with a focus on culture and traditions, tribal or village protection initiatives, protection of cultural heritage sites, or equivalent endeavors.

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### 2. Economic Viability

*(Built Category)*



Any projects related to economic regeneration or increasing the viability of deteriorating areas in urban or rural contexts. Development is often necessary to revive and rejuvenate certain parts of the city. How does landscape architecture enhance the land value and strengthen the economy of its surroundings while protecting communities? How are we able to re-generate urban areas without arriving at the expense of culture, climate, and biodiversity? There is a fine line between community displacement and economic development for an area. What promising projects could strike a delicate balance between these two aspects? Projects should illustrate with convincing studies and figures before and after the implementation.

**Recognises:** Site-specific works of landscape architecture. Professional entries in this category must have been built.

**Typical entries include:** Sensitive developments, urban rejuvenation, street improvements, public infrastructure, parks or open spaces, projects built on brown field sites, disused mining fields, quarries or equivalent.

### 3. Flood and Water Management

*(Built Category)*



Any projects addressing flood and water management challenges in various contexts are eligible for this category. It acknowledges interventions aimed at mitigating flood risks, enhancing water quality, and bolstering the resilience of communities against water-related disasters.

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**Recognises:** Site-specific works of landscape architecture. Professional entries in this category must have been built.

**Typical entries include:** Any humanitarian efforts or projects related to flooding, public infrastructure to improve water catchment, parks or open space centred on water.

### 4. Food Security and Production Systems

*(Built Category)*



Any projects related to food production, agricultural challenges, and food security. Food sources do not necessarily need to be restricted to land; marine or fresh-water systems are also included.

**Recognises:** Site-specific works of landscape architecture. Professional entries in this category must have been built.

**Typical entries include:** Urban agriculture, projects which create food resources within communities, fishing villages, interventions in agriculture production, public infrastructure supporting transportation of food or agriculture networks, vertical gardens, land recovery for permaculture systems, lake reclamation for fish farming, edible gardens, urban farming etc.

### 5. Heat Islands and Fire Resistance

*(Built Category)*



It includes any projects related to solution to the heat and fire risk due to global warming. Project scope can be wide and varied addressing water scarcity, combating heat with shading and cooling strategies, building vegetation systems resilient to its effects, and possible micro-climate engineering to build resilience against forest fires and bushfires.

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**Recognises:** Site-specific works of landscape architecture. Professional entries in this category must have been built.

**Typical entries include:** Projects with wind, water and any cooling strategies in urban areas, buffer intervention, strategies to mitigate the urban heat-island effect, built infrastructure for micro-climate, special community projects in rural areas or equivalent.

## 6. Natural Disasters and Weather Extremes

*(Built Category)*



Projects related to disaster recovery efforts and preparing for the next extreme event through resilience. Projects not covered under water and fire can come under this category. Natural disasters and extreme weather conditions are unpredictable. Even after an event, no one can predict when the next will occur. Projects should demonstrate collaboration between landscape architects, engineers and other allied professionals.

**Recognises:** Site-specific works of landscape architecture and allied professions. Professional entries in this category must have been built.

**Typical entries include:** Any efforts or projects involving landscape architects, infrastructure rebuilding, memorial sites, reforestation for landslide prone areas, innovative retaining solutions and greening strategies on affected areas, coastal embankments, public facilities, mangroves rejuvenation, waterfront, coastal protection or any project which builds resilience for communities or environments.

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### 7. Energy and Carbon Reduction

*(Built Category)*



Projects associated with and focus on renewable energy, efficient power generation, transmission of energy, sensitive siting of energy components, energy harnessing or economic use of energy, including any projects demonstrated efforts in reducing energy usage and/or carbon footprint as a major outcome. Projects should demonstrate innovative approaches as part of climate change mitigation and illustrate collaborative efforts and an interdisciplinary approach.

**Recognises:** Site-specific works of landscape architecture or allied professions. Professional entries in this category must have been built.

**Typical entries include:** Solar fields, windmill projects, dams and reservoirs, transmission corridors, car-lite/car-free plans, bicycle towns or equivalent.

### 8. Social and Community Health

*(Built Category)*



Projects focus on enhancing social bonding, health and wellbeing of communities. Projects where landscape architects played a critical role in facilitating workshops, outreach or engaging communities and stakeholders to build trust and confidence in ownership, enhancing social cohesion within the context of a particular site or on the scale of a neighbourhood. Projects could also focus on addressing health and well-being of communities as part of building resilience. It highlights the importance of landscape and strategies that could achieve social cohesion and wellbeing.

**Recognises:** Site-specific works of landscape architecture. Professional entries in this category must have been built.

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**Typical entries include:** Therapeutic gardens, therapeutic forests, recreation corridors or spaces, public or private community gardening or outdoor programmes, strong universal design-focused projects, public consultation programmes, school backyard initiatives, village settlement or equivalent.

### 9. Wildlife, Biodiversity, Habitat Enhancement or Creation

*(Built Category)*



Building resilience for nature and environment is one of a landscape architects' core missions. Projects should highlight the importance of the significant roles that wildlife, forest and biodiversity play in our urban ecology. Biodiversity enhancement and a biophilic approach in urban environment are key strategies for resilience.

**Recognises:** Site-specific works of landscape architecture. Professional entries in this category must have been built.

**Typical entries include:** Residential, commercial, parks and open spaces, schools and any institutional landscapes with biodiversity objectives, urban forests, conservation, nature parks, nature reserves, wildlife protection, ecological links, ecological networks, ecological infrastructure, nature corridors or equivalent.

### 10. Analysis and Planning

*(Unbuilt Category)*

This category includes response analysis and strategic planning leading to a master plan for an operational environment. As master plans tend to be of a larger, more diverse, comprehensive and holistic, this category can fall into any one of the above categories, or several combined. Disaster risk management, conflict-sensitive programming and adaptation to climate change through design and critical strategies for building resilience.

#### General Eligibility of Projects

Projects **MUST** be based in any regions in **Africa, Asia-Pacific, and Middle East** only. IFLA retains the right to disqualify any entry that does not meet the entry requirements, submission guidelines, or presents a conflict of interest. It is the responsibility of the entrant to ensure the readability of the files and presentations. Submission scores may be penalised or affected due to file format error or enormous file sizes causing inaccessibility. In such cases, refunds will not be issued.

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# IFLA AAPME Awards 2024

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### Submission Guidelines

All entries, completed using the Official Registration Form, must be submitted via the AAPME Awards Submission 2024 platform on Judgify: <https://www.judgify.me/IFLAAAPMEAwards2024>. Each project submission should include the following **four (4) components**: **Project Binder**, **Electronic Board**, **Images**, and **Main Visual Image of the Project**.

#### 1. Project Binder [PPT/PDF presentation to be assessed by jury]

The Project Binder is a single PDF file that may consist of PowerPoint (PPT) slides or pages extracted from exhibition panels converted into a PDF document. **This is the only file that will be assessed by the jury for shortlisting and judging at all stages.**

- **Project Title:** Each submission must have a concise and specific title that reflects the nature of the project and includes the name of the town, city, region, province, prefecture, or country. The project title must be consistent with the registration form, and any inconsistency may lead to disqualification.
- **Project Statement:** Please use "Project Statement" as the heading before your description. In 200 words or less, describe why the project is award-worthy. This statement might be used in promotional materials if the project is selected for an award. Failure to submit this statement will lead to disqualification.
- **Project Narrative and Contents:** Please use "Project Narrative and Contents" as the heading before your description. Address the criteria for each BUILT/UNBUILT category, describing the project's location, scope, size, site and context investigation, design program, resilience strategies, design intent, materials, installation methods, environmental impact, and collaborations. Limit the description to 1,300 words or less.
- **Images with Captions:** Include images that effectively illustrate the project's process, design, strategies, and desired outcomes, relating them clearly to the project narrative and the submitted category. While there is no limit to the number of images included, they must comprehensively support the narrative.
- **Anonymity of Submissions:** The submitted materials must not reveal the names of the entrant, client, owner, landscape architects, firms, other designers, students, schools, or photographers.

#### 2. Electronic Boards [For Publication/Exhibition]

This component is designated for publication and/or exhibition purposes as required. To ensure proper printing of A1 boards for exhibitions or publications, participants must provide two layout boards. These boards will not be assessed or viewed by the jury.

- **Specifications:** Each board must be in original A1 size, landscape format, and high resolution (300 dpi).
- **Format:** All files must be in PDF format.
- **Requirement Compliance:** Failure to meet these specifications will result in the project not being published.

#### 3. Images [For Publication/Exhibition]

The Images folder should contain high-resolution images used for publication and/or exhibition purposes, as required. These images will not be assessed or viewed by the jury.

- **File Placement:** All images and photographs used in the Project Binder and Electronic Boards must be placed in the Images folder. Images should be in JPG or ZIP format; technical drawings may be in PDF format.

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- **Content Requirements:** The folder must include at least one (1) site plan and between five (5) and ten (10) total drawings and/or photographs. Each file should not exceed 20 MB.
- **Resolution:** Each image must be in high resolution, at least 300 dpi.
- **File Combination:** Images or drawings may be combined into a single file. Entrants are responsible for ensuring the readability of captions and images.
- **Usage Decision:** Images used for publication and/or exhibition are subject to the organizer's selection; not all submitted images will be used.
- **Compliance:** Failure to adhere to these guidelines may result in the project not being published.

## 4. Main Visual Images of the Project [For Publication/Exhibition]

For the main visual image of the project, you have the option to select one (1) image either from the existing Project Images or upload a different photo. This image must meet the following criteria:

- **Resolution:** Minimum of 384x216 pixels.
- **Aspect Ratio:** 16:9.
- **File Size:** No more than 1MB.

This chosen image will be featured in the awards directory as part of the online search catalog for all winning projects.

## Recognition

The Professional Awards Jury is empowered to select one or two Outstanding Award and any number of Award of Excellence and Honor Awards for each category. Additionally, the jury has the discretion to confer special awards, titles, or recognitions that may not be explicitly listed in the award categories.

## Responsibilities and Rights Concerning Photography

- **Entrant Responsibilities:** Entrants must secure appropriate clearances from photographers for the publication and reproduction of photographs by IFLA.
- **IFLA Responsibilities:** IFLA will acknowledge supplied photography and other project credits when using photos but will not assume responsibility for any copyright issues or photography fees.
- **Publication Rights:** IFLA retains the right to publish photos from winning entries across its publications, associated information sources, its website, and in other materials related to promoting the awards program and landscape architecture.

## Acknowledgement of Submission

Entrants are required to make full payment immediately with every submission under the respective fee categories listed. Failure to make full payment will result in disqualification, and no appeal will be considered. An electronic acknowledgement email will be sent for every successful entry submission. Entries received after the closing date will be declared invalid, and the entry will be forfeited.

## Ownership and Publishing Rights

The submitting entity maintains ownership of the project and its associated intellectual property, unless otherwise stated in writing with consent from all contributors. All Award entries become the property of IFLA APR, with the right to publish, display, exhibit, reproduce, or publicize all entries submitted, subject to appropriate citation and acknowledgement of the authors.

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# IFLA AAPME Awards 2024

## Submission Guideline

### Accuracy of Information

Participants are responsible for the accuracy and consistency of the information submitted. IFLA APR will not bear responsibility for incorrect information submitted, such as company names and project titles.

For complete details on submission terms and conditions, please refer to the [full Awards Terms and Conditions document](#).

### Submission Guidelines on Judgify

All submissions must be completed through Judgify via the online link: <https://www.judgify.me/IFLAAAPME Awards2024>. Please adhere to the following guidelines when submitting:

- **Language:** The official language for the AAPME Awards is English. Submissions must be made entirely in English; no other languages or characters (e.g., Chinese characters) are allowed. Submissions not in English will be disqualified.
- **Mailing Address and Contact Details:** Entrants must provide a full mailing address, including postal code/zip code, along with contact details.
- **Membership Verification:** IFLA APR members must enter their 6-digit membership number from [GlueUp](#) to verify membership status.
- **Measurement of Area:** All measurements should be indicated in square meters (m<sup>2</sup>) or square kilometers (km<sup>2</sup>).
- **Submission of Information:** The information submitted in the Judgify entry form is considered final. This information will be used in the AAPME Awards publications and/or award certificates if your submission wins. Details required include the project title, project statement (200 words or less), area measurements (in m<sup>2</sup>/km<sup>2</sup>), and an acknowledgment list (company/name). Please note that any changes or additional information required on the certificate after submission will be subject to a fee.

Ensure that all information is accurate and complete before submission to avoid any issues with eligibility or award recognition.

### Submission Fees

A submission fee is required for each entry. The fee structure is categorized as follows:

#### A. Concession Category

- Eligibility: Landscape Architecture firms from countries listed as low or lower-middle income economies by the World Bank.
- Fee: US\$100 per entry.
- List of Eligible Countries: View the list of eligible countries [here](#).

#### B. IFLA APR Corporate Member

- Eligibility: Landscape Architecture firms or companies not from low or lower-middle income economies and currently active IFLA APR corporate members.
- Fee: US\$300 per entry.
- Membership Verification: Ensure your membership is active. Entries from firms with expired memberships will be disqualified. Verify your status in the IFLA APR Membership Directory

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# IFLA AAPME Awards 2024

## Submission Guideline

### C. Non-IFLA APR Corporate Member

- Eligibility: Landscape Architecture firms or companies not from low or lower-middle income economies and not IFLA APR corporate members.
- Fee: US\$800 per entry.
- Becoming a Member: Consider registering as an IFLA APR corporate member for US\$500 per year to qualify for the reduced submission fee. Register [here](#).

***\*Please note that there is an 8% admin fee in addition to the submission fee for each category.***

### Mode of Payment

- **Payment Method:** Fees can be paid via PayPal through Judgify.
- **Currency:** All fees are payable in US Dollars (US\$).
- **Receipt:** Upon receipt of payment, a receipt will be automatically generated from PayPal.

### Call for Entries

Commencement Date: April 26, 2024

### Deadline for Submission

- Date: June 7, 2024
- Time:
  - 23:59 Singapore Time Zone (SGT), UTC +08
  - 17:59 South African Standard Time (SAST), UTC +02
  - 18:59 Middle East Standard Time (MEST), UTC +03

Note: The Awards Organising Committee reserves the right to extend or not extend the submission deadline. Negotiations will not be entertained.

### Details of Submission

All information entered into the submission will be considered final and will be used in the publication and/or certificate as required. Amendments will not be possible, and any certificate change will incur a fee of US\$ 150 per certificate.

### Submission Review

- Stage 1: The Awards Jury will begin reviewing all submissions in July 2024 and will accept entries that meet the judging criteria.
- Stage 2: Final judging will be conducted from August to September 2024.

### Jury Decision

The decision of the Jury is final and cannot be negotiated, contested, reviewed, challenged, or appealed against by any means or process. The discretion of the Jury to make or withhold an award is absolute.

### Notifications

Entrants who pass Stage 1 will be notified shortly after the stage 1 judging concludes. Those who qualify for Stage 2 are guaranteed to be winners in one of the award categories.

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# IFLA AAPME Awards 2024

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### Announcement of Winners

The official award categories—Honourable Mention, Award of Excellence, and Outstanding Awards—will be announced at the IFLA APR Gala Dinner and Awards Ceremony in Singapore. The awards will be publicly disclosed following coordination with the recipients.

### Dates of Awards Ceremony

The awards presentation ceremony will honour recipients at the IFLA APR Regional Council Meeting in Singapore.

### Digital Credentials

Starting from 2023, awards certificates will be issued through online digital credentials. These digital credentials enable recipients to share their achievements across various social media channels, aligning with IFLA's long-term sustainability goals. This initiative helps reduce transportation emissions and the use of printing materials, supporting environmental conservation.

### Contact Us

This award is administered by MCI Group Asia Pacific, Singapore, under the IFLA Asia-Pacific region. Please direct all inquiries to:

- Phone: +65 6496 5536
- Email: [iflaapr.awards@mci-group.com](mailto:iflaapr.awards@mci-group.com)



**IFLA ASIA-PACIFIC**  
INTERNATIONAL FEDERATION  
OF LANDSCAPE ARCHITECTS

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# IFLA AAPME Awards 2024

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Appendix

Infographics

INTERNATIONAL FEDERATION OF LANDSCAPE ARCHITECTS  
**AAPME**  
Africa Asia Pacific Middle East  
**AWARDS 2024**

**2024 IFLA AAPME AWARDS**

aims to celebrate outstanding achievements in landscape architecture showcasing multidisciplinary projects grounded in the environment and social realm.

**SUBMISSION FEES**

- CONCESSION**  
Landscape Architecture firm\*  
**US\$100**/ENTRY
- IFLA MEMBER**  
**US\$300**/ENTRY
- NON-IFLA MEMBER**  
**US\$800**/ENTRY

**LANDSCAPE ARCHITECTURE CATEGORY**

**BUILT CATEGORIES**

- ◆ Culture and Traditions
- ◆ Economic Viability
- ◆ Flood and Water Management
- ◆ Food Security and Production Systems
- ◆ Heat Islands and Fire Resistance
- ◆ Natural Disasters and Weather Extremes
- ◆ Energy and Carbon Reduction
- ◆ Social and Community Health
- ◆ Wildlife, Biodiversity, Habitat Enhancement or Creation
- ◆ Analysis and Planning

**UNBUILT CATEGORIES**

- ◆ Includes response analysis and strategic planning leading to a master plan for an operational environment.
- ◆ This category can fall into any one of the above categories, or several combined.

**BE AN IFLA MEMBER**  
<https://ifla-apr.glueup.com/register/account>

**REGISTER HERE**



# IFLA AAPME Awards 2024

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### PROJECT REQUIREMENTS

Each project must contain the following three folders:

**PROJECT BINDER**

**ELECTRONIC BOARDS**

**IMAGES**

**Project Binder**

- ◆ **Project Title**  
concise presentation title with no abbreviations.
- ◆ **Project Statement**  
brief description of the project and why it's award worthy.
- ◆ **Project Narrative and Contents**  
discussion of all the crucial details of the project in 1300 words or less.

**Electronic Boards**

- ◆ **Two layout boards**  
A1 SIZE 300 DPI  
Landscape format

**Images**

**Site Plan**

**Photos**

**Illustrations**

### PROJECT CRITERIA

**for Built Projects**

- ✓ The quality of design and execution.
- ✓ Environmental sensitivity and sustainability.
- ✓ Design value to the people involved.
- ✓ Design context.

**for Unbuilt Projects**

- ✓ The quality of the analysis and planning effort.
- ✓ Environmental sensitivity and sustainability.
- ✓ Likelihood of successful implementation.
- ✓ Design value to the people involved.
- ✓ Design context.

**REGISTER HERE**



List of Low/Lower – middle income economies listed by the World Bank

*Afghanistan; Albania; Algeria; Angola; Antigua and Barbuda; Argentina; Armenia; Azerbaijan; Bangladesh; Belarus; Belize; Benin; Bhutan; Bolivia; Bosnia and Herzegovina; Botswana; Brazil; Bulgaria; Burkina Faso; Burundi; Cabo Verde ; Cambodia; Cameroon; Central African Republic; Chad; Chile; China; Colombia; Comoros; Congo, Dem. Rep.; Congo, Rep.; Costa Rica; Côte d'Ivoire; Croatia; Djibouti; Dominica; Dominican Republic; Ecuador; Egypt, Arab Rep.; El Salvador; Equatorial Guinea; Eritrea; Eswatini; Ethiopia; Fiji; Gabon; Gambia, The; Georgia; Ghana; Grenada; Guatemala; Guinea; Guinea-Bissau; Guyana; Haiti; Honduras; India; Indonesia; Iran, Islamic Rep.; Iraq; Jamaica; Jordan; Kazakhstan; Kenya; Kiribati; Kosovo ; Kyrgyz Republic; Lao PDR; Lebanon; Lesotho; Liberia; Libya; Madagascar; Malawi; Malaysia; Maldives; Mali; Marshall Islands; Mauritania; Mauritius; Mexico; Micronesia, Fed. Sts.; Moldova; Mongolia; Montenegro; Morocco; Mozambique; Myanmar; Namibia; Nauru; Nepal; Nicaragua; Niger; Nigeria; North Macedonia; Pakistan; Palau; Panama; Papua New Guinea; Paraguay; Peru; Philippines; Poland; Romania; Russian Federation; Rwanda; Samoa; São Tomé and Príncipe; Senegal; Serbia; Seychelles; Sierra Leone; Solomon Islands; Somalia; South Africa; South Sudan; Sri Lanka; St. Kitts and Nevis; St. Lucia; St. Vincent and the Grenadines; Sudan;*

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*Suriname; Syrian Arab Republic; Tajikistan; Tanzania; Thailand; Timor-Leste; Togo; Tonga; Trinidad and Tobago; Tunisia; Turkey; Turkmenistan; Tuvalu; Uganda; Ukraine; Uruguay; Uzbekistan; Vanuatu; Venezuela, RB; Vietnam; Yemen, Rep.; Zambia; Zimbabwe*

Reference from: <https://datahelpdesk.worldbank.org/knowledgebase/articles/906519->

## 2024 AAPME Awards Terms and Conditions

### 1. Ownership:

The submitting entity, representing a team of consultants including the owner, retains full ownership of the project and its associated intellectual property throughout all phases, unless otherwise stated in writing with a letter of consent from all contributors and supported by clear evidence. The submitting entity acknowledges its responsibility for ensuring the accuracy of information regarding team members, contributions, and ownership rights.

### 2. Contributor Acknowledgment:

This clause comprehensively recognizes and appreciates the valuable contributions of team members, consultants, and stakeholders at every stage of the project.

### 3. Consent for Submission:

Prior to submission, written consent must be explicitly documented and obtained from all contributors, signifying their agreement to the submission and any potential recognitions conferred.

### 4. Team Changes and Ownership Preservation:

Alterations in the project team composition shall not, under any circumstances, impact ownership or intellectual property rights. All contributors, irrespective of team changes, continue to be duly acknowledged and specifically credited for their contributions.

### 5. Dispute Resolution Mechanism:

To address disputes related to authorship or intellectual property, a structured mechanism such as mediation or arbitration is incorporated for fair and efficient conflict resolution. The responsibility for initiating this mechanism falls on the submitter.

### 6. Documentation Emphasis:

Strong emphasis is placed on meticulous documentation of each project phase, serving as a comprehensive record for tracking contributions and team changes, and providing crucial evidence in potential dispute scenarios.

### 7. Title Removal or Suspension:

In the event of a dispute, the organizer reserves the right to:

- a) Title Removal: Revoke the awarded title without refund if the dispute undermines the integrity of the submission or if ownership and contributions cannot be adequately resolved.
- b) Suspension: Temporarily suspend the awarded title until the matter is resolved among the contesting parties. This suspension ensures that recognition is withheld until clarity is achieved.

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- c) Alternative Resolution: Grant the organizer discretion to explore alternative resolutions that maintain fairness and uphold the credibility of the award, as deemed appropriate in the specific circumstances.

### 8. Accuracy and Responsibility:

- a) The submitter acknowledges and warrants that all information provided, including project details, team members, and contributions, is accurate and complete to the best of their knowledge.
- b) The submitter assumes full responsibility for the accuracy and authenticity of the submitted information, ensuring that it reflects the true nature of the project and the contributions of all involved parties.
- c) The submitter acknowledges that the information entered through the submission form will be used directly in the award certificate and other materials. Once submitted, no amendments can be made to the information.

### 9. Verification Right:

- a) The organizer reserves the right to verify the accuracy of the information submitted by contacting team members, consultants, or any other relevant parties to confirm their contributions.
- b) If any inaccuracies are discovered, the organizer may take appropriate action, including disqualification, title removal, or other measures as deemed necessary.

### 10. Indemnification:

The submitter agrees to indemnify and hold the organizer harmless from any claims, disputes, or legal actions arising from inaccuracies in the submitted information, including but not limited to authorship disputes or intellectual property claims.

### 11. Publication Rights:

- a) The submitting entity grants the organizer the right to publish information about the submitted project for promotional and educational purposes, including but not limited to websites, social media, and marketing materials.
- b) Any publication shall credit the submitting entity and team members appropriately unless otherwise requested in writing.

### 12. Amendment and Notification.

The organizer reserves the right to amend these Terms and Conditions at any time. Any amendments will be effective immediately upon posting on the official website or notification to participants. It is the responsibility of the submitting entity to regularly check for any amendments.

### 13. Eligibility

The organizer reserves the right to verify the eligibility of any participant, ensuring all entrants meet the criteria as outlined in the competition guidelines.

### 14. General Submission Fee:

- a) The submission fee structure is categorized based on economic classification and membership status:



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- Concession Submission Fee: A fee of USD 100 applies to submitting entities from countries classified as lower-middle income economies by the World Bank at the time of submission. Submitters are required to verify their country's classification and must provide proof if requested by the organizer.
  - IFLA APR Member Category: A fee of USD 300 per entry applies only to submitting entities where the company is registered as a corporate member with IFLA APR. A Membership ID must be provided at the time of submission for verification.
  - Non-Member Category: A standard submission fee of USD 800 applies to all other submissions not covered by the above categories.
- b) All submission fees are non-refundable and must be paid at the time of submission.
- c) Participants are required to select the appropriate fee category during the submission process and provide necessary documentation as proof of eligibility if requested.
- d) Failure to comply with the fee payment requirements and to provide proof of eligibility where necessary may result in disqualification from the competition.



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