



Overview

Since 1991 the AIA has recognized firms from across the country that actively embrace the Intern Development Program and demonstrate their commitment by making the path to licensure an integral part of the firm's culture through the IDP Outstanding Firm Awards program. In 2008 the program is expanding to recognize IDP firms that meet 12 essential criteria in the categories of Mentoring, Supervising, Training Opportunities, Commitment to the IDP, and ARE Support. The IDP Outstanding Firm Award will be reserved for firms that meet the essential criteria and demonstrate excellence in at least three of these categories.

Submissions

There are two possible awards for which your firm may apply:

- IDP Firm Award
- IDP Outstanding Firm Award

To submit for the IDP Firm Award:

- Complete Worksheet A
- Enter worksheet data into the [online application](#)
- E-mail signed Intern Declaration to idpfirmaward@aia.org

To submit for the IDP Outstanding Firm Award:

- Complete Worksheet A and Worksheet B
- Enter worksheet data into the [online application](#)
- E-mail supporting materials, signed Intern Declaration, and signed Release Form for category statements to idpfirmaward@aia.org

If you have reviewed all the documents and Web site content and still have questions, e-mail idp@aia.org.

Award Privileges

Selected firms will have the privilege of calling themselves an "IDP Firm Award recipient" or "IDP Outstanding Firm Award recipient" for three years. All recipients will be listed on the [awards program Web site](#). IDP Outstanding Firm Award recipients will also be eligible to have their submissions included as [AIA Best Practices](#) and to be exhibited at the AIA National Convention and Exposition.

Timeline

Submissions will be accepted on a rolling basis and reviewed on the next jury date. Please see the [awards program Web site](#) for the next deadline.

Jury

The program is juried by the [IDP Advisory Committee](#).



IDP Outstanding Firm Awards Program

SUBMISSION GUIDELINES

Evolving Standards

The IDP Advisory Committee anticipates the standard for what is considered essential policies of firms that participate in the IDP to evolve over time. Therefore, following each jury the IDP Firm Award criteria will be reviewed and may be updated. Firms that have previously been conferred an award will not need to comply with the new criteria until they submit again for renewal.



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Categories

The Intern Development Program Advisory Committee has identified five categories in which firms should support interns on their path to licensure.

Category 1: Mentoring

Mentoring prepares interns for the rewards and responsibilities of practice and promotes communication, respect, and creativity in the profession. Specifically the National Council of Architectural Registration Boards (NCARB) defines the role of the mentor in the Intern Development Program as “a registered architect, usually outside the intern’s firm, with whom the intern meets periodically to review training progress and discuss career objectives.” In the spirit of advancing the profession, firms should invest in the professional development of interns through healthy mentoring relationships with more seasoned architects.

Category 2: Supervising

Well-devised supervision can transform a firm’s culture if the firm is thoughtful about its philosophy and approach to training its interns. In the IDP Guidelines, NCARB defines the role of the supervisor in the Intern Development Program as “the individual within the firm or organization who supervises the intern on a daily basis, regularly assesses the quality of the intern’s work and periodically certifies documentation of training activity.” Providing quality assessment of supervision through learning plans, performance reviews, and individual assessment tools are critical to ensuring success.

Category 3: Training Opportunities

The architecture firm is an important resource for interns in their early career. Resources that range from human to electronic to paper should be well known to and easily accessible by the intern. It is the firm’s responsibility to make interns aware of opportunities for access to such information and provide the appropriate environments for successful programs.

Category 4: Commitment to the IDP

The objective of the Intern Development Program is to enhance day-to-day experience and prepare interns for competent independent practice. Firms fully engage in the IDP by creating a support network of personnel and electronic resources as well as financial incentives. The cycle of quality interns begetting quality interns begins with a firm’s philosophy toward life-long learning and the support of professional advancement. Commitment to the Intern Development Program requires organization and investment in the future.



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Category 5: ARE Support

The Architect Registration Examination (ARE) assesses candidates for their knowledge, skills, and ability to provide the various services required in the practice of architecture. In the spirit of advancing the profession as well as the prestige of their own firm, firms should assist ARE candidates in preparing for and completing the examination.