

## Chapter 22. Louisiana Architecture Education and Research Fund

### §2201. Proposals

A. A proposal for an award from the Louisiana Architecture Education and Research Fund must include a plan for assessing the success of the program or project and demonstrate an outcome containing specific, measurable changes in knowledge, understanding, skill levels, or approaches related to the purpose of R.S. 37:144(G).

B. Emphasis of the proposed program or project should be placed on issues central to the architect's responsibility for the public health, safety, and welfare, and issues central to practice.

C. Proposals may include activities that are studio or design-based that result in a building project, design project, or built project.

D. Proposals may include activities such as classroom, laboratory, or seminar-based courses.

E. Proposals may include digital deliverables, such as electronic publications, instructional videos, online modules, or open-source resources, provided they advance the purposes of R.S. 37:144(G).

~~FF.~~ Proposals must be offered as part of a NAAB-accredited B.Arch or M.Arch professional degree program or as part of a pre-professional degree program with direct entry into a NAAB-accredited M.Arch degree program.

~~GF.~~ Two or more NAAB-accredited institutions may collaborate on a proposal for activities, programs, or projects that the architecture programs of each institution will work together jointly in fulfillment of the objectives of the award.

~~HG.~~ There are no restrictions on the type of proposal, so long as it meets the requirements presented in these guidelines and is in keeping with R.S. 37:144(G).

AUTHORITY NOTE: Promulgated in accordance with R.S. 37:144.

HISTORICAL NOTE: Promulgated by the Office of the Governor, Board of Architectural Examiners, LR 44:268 (February 2018).

### §2203. Eligibility

A. Proposals will only be accepted from an architecture academic division (school, department, etc.) located in Louisiana that has a program accredited by the National Architectural Accrediting Board (NAAB).

AUTHORITY NOTE: Promulgated in accordance with R.S. 37:144.

HISTORICAL NOTE: Promulgated by the Office of the Governor, Board of Architectural Examiners, LR 44:269 (February 2018).

### §2205. Budgets

A. The proposal shall contain a well-considered budget that sets forth specific, detailed, and realistic estimates of expected expenses and a timeline for implementation of the program or project.

B. Any substantive change from the budget originally proposed will require approval from board.

C. If other sources of funding have already been obtained and will be a part of the project budget, a description of the amounts, sources, and payment schedules shall be included in the proposal budget.

D. The proposal budget shall describe in detail the proposed use of all funds requested.

AUTHORITY NOTE: Promulgated in accordance with R.S. 37:144.

HISTORICAL NOTE: Promulgated by the Office of the Governor, Board of Architectural Examiners, LR 44:269 (February 2018).

### §2207. Proposal Submissions

A. Proposals must be submitted to the board no later than April 1 preceding the fiscal year for which an award is sought.

B. Part 1 of the proposal shall include an architecture program information submission form and letters of commitment, as follows:

1. information submission form (form available from the board website); and

2. letters of commitment.

C. Part 2 of the proposal shall include an abstract, narrative, and budget as follows.

1. The proposal abstract shall contain a concise summary or abstract of the project.

2. The proposal narrative shall contain the following:

a. description of specific, realistic outcomes;

b. explanation of how specific aspects of the proposal will respond to issues of the Architectural Experience Program and/or the architect registration exam;

c. description of how the project will address the academic environment in which it will be implemented; and

d. description of the approach to achieve the project outcomes, including:

i. explanation of how the project will raise student awareness for health, safety, and welfare;

ii. explanation of how the approach will have immediate impact on student development;

iii. explanation of how the approach will have on-going impact on curriculum development (if applicable);

iv. description of level of student engagement, and

v. plan for assessing the project.

3. The proposal budget shall contain the information described in §2205 supra.

AUTHORITY NOTE: Promulgated in accordance with R.S. 37:144.

HISTORICAL NOTE: Promulgated by the Office of the Governor, Board of Architectural Examiners, LR 44:269 (February 2018).

#### **§2209. Review Criteria**

A. The board's assessment of proposals submitted will be based upon the proposal's effectiveness in integrating practice and education and upon:

1. outcomes—statements of specific, measurable, and realistic changes that will result from the board award;

2. integration—creation of innovative and effective concepts and methods to integrate non-faculty architect practitioners in the education of students in significant and meaningful ways;

3. impact—achievement of immediate and continuing impact on student education and development and the architecture curriculum and response to specific needs of the students, the school, the institution, and the profession;

4. effectiveness—effectiveness in raising student awareness of issues central to practice and the architect's responsibility for health, safety, and welfare and responding to relevant issues identified through the NCARB Architectural Experience Program (AXP) or the NCARB architect registration exam;

5. participation—proposed student participation, level of participation, and description of impact on project participants. Student reach should be as broad as possible; and

6. budget—effectiveness and appropriateness of the proposed budget in relation to project goals and the criteria set forth herein.

AUTHORITY NOTE: Promulgated in accordance with R.S. 37:144.

HISTORICAL NOTE: Promulgated by the Office of the Governor, Board of Architectural Examiners, LR 44:269 (February 2018).

#### **§2211. Awards**

A. Within its sole discretion, the board reserves the right not to make any awards.

B. Within its sole discretion, the board may not award the full funds available.

C. An award will be payable to the academic division (school, department, etc.) that houses the NAAB accredited program in which the project director(s) is employed.

D. The board may award the available funds equally to each eligible NAAB accredited institution or, depending on the proposals and funding available, a competitive process may be implemented.

E. Unless the award provides otherwise, awards will be payable in two installments:

1. 80 percent upon notice of award and acceptance of the board award conditions;
2. 20 percent upon the board's receipt and approval of the final report.

3. Failure to submit the final report will result in forfeiture of the remaining 20 percent of the award. In addition, unless the architecture academic division demonstrates good cause for its failure to submit the final report to the board, the division will be ineligible for future awards until the final report is submitted.

F. The board will consider an alternate payment schedule only if explained and justified in the initial proposal budget.

G. Funds awarded must be used specifically to support the integration of practice and education as described in the proposal and in conformance with this rule.

H. Funds awarded should be used in the academic year received; however, funds must be used within two academic years.

I. If funds awarded are not used within the academic year received, the architecture program will be unable to receive funds in the succeeding academic year. Exceptions may be granted in cases of force majeure, including natural disasters, public health emergencies, or other events beyond the control of the institution.

J. A request for an extension of the project development, project implementation time period, or unused funds must be submitted to the board in writing no later than three months before the beginning of the requested extension.

AUTHORITY NOTE: Promulgated in accordance with R.S. 37:144.

HISTORICAL NOTE: Promulgated by the Office of the Governor, Board of Architectural Examiners, LR 44:270 (February 2018).

### **§2213. Use of Funds Awarded**

A. Funds awarded may be used toward costs and expenses such as:

1. materials, resources, and fees associated with the National Council of Architectural Registration Board (NCARB) Architectural Experience Program (AXP) or the Architect Registration Exam (ARE);

2. new equipment and technology, including hardware, software, ~~and~~ interconnectivity with non-faculty architect practitioners, and related digital infrastructure or subscriptions, etc.;

3. expendable supplies such as building materials, model materials, and office supplies, printing and copying costs;

4. publications to encourage replication or adaption of the project, or development of similar projects;

5. travel and per diem for non-faculty architect practitioners, students, faculty, and consultants; or

6. honoraria for non-faculty architect practitioners and consultants.

B. Funds awarded may not be used toward costs or expenses such as:

1. institutional indirect and/or overhead costs;

2. salary for faculty, adjunct faculty, or visiting faculty to teach a proposed course;

3. expenses for existing courses; ~~or~~

4. individual faculty enhancement activities; or

5. food or beverages.

C. The awards shall be named the "Teeny Simmons' Award" in honor of the late Mary "Teeny" Simmons, who faithfully served the board for over 41 years, including 39 years as its executive director.

AUTHORITY NOTE: Promulgated in accordance with R.S. 37:144.

HISTORICAL NOTE: Promulgated by the Office of the Governor, Board of Architectural Examiners, LR 44:270 (February 2018).

**§2215. Final Reportreport**

A. The architecture academic division must complete a final report documenting the degree to which the expected outcomes were achieved and the degree to which the project was implemented.

B. The final report should detail how the award was spent, including any portion of the award which was not spent.

C. The final report must be submitted to the board no later than September 1 of the fiscal year immediately following the fiscal year of the award.

D. Any portion of the award not spent should be returned to the board.

AUTHORITY NOTE: Promulgated in accordance with R.S. 37:144.

HISTORICAL NOTE: Promulgated by the Office of the Governor, Board of Architectural Examiners, LR 44:270 (February 2018).