





CONTENT	Page
1. Main Award Categories	1
2. Honorary Awards	4
3. Project Registration Deadlines & Entry Fee	5
4. Entry Process	5
5. Rules of Entry	6
6. Submission for Awards Categories 1 to 12	7
7. Submission for Planting Design	8
8. Submiss for Built Landscape Design	9
9. Submission for Virtual Landscape Design	10
10. Important Advice on Your Presentation	11
11. Project Photography	12
12. Judging	13
13. Publicity	13
14. Trophies, Certificates & Logos	13



**MAIN AWARDS CATEGORIES**

NO	AWARD CATEGORY	DESCRIPTION	ELIGIBILITY
1.	International Residential Landscapes & Gardens	Projects of any size outside the UK	FSGD, MSGD, Registered Practice, Pre-registered*
2.	International, Public Realm Landscapes & Gardens	A communally used public, semi-public, or commercial project of any size outside the UK. Examples may include but not limited to hotels, offices, parks, communal gardens.	FSGD, MSGD, Registered Practice, Pre-registered*
3.	Public Realm Landscapes & Gardens	A UK communally used public, semi-public, or commercial project of any size with an emphasis on sustainability. Examples may include but not limited to hotels, offices, parks, communal gardens, including for public/private housing.	FSGD, MSGD, Registered Practice, Pre-registered*
4.	UK/International Roof, Podium & Raised Gardens  Sponsored by   A growing source of excellence	Residential or Commercial gardens ‘in the air’ of any size with specific emphasis on contribution to the environment and sustainability.	FSGD, MSGD, Registered Practice.
5.	Large Residential Landscapes & Gardens  Sponsored by   Everything you need in stone	A UK project of over 2000m2	FSGD, MSGD, Registered Practice, Pre-registered*
6.	Medium Residential Landscapes & Gardens  Sponsored by  	A UK project of 500-2000m2	FSGD, MSGD, Registered Practice, Pre-registered*

NO	AWARD CATEGORY	DESCRIPTION	ELIGIBILITY
7.	Small Residential Landscapes & Gardens  Sponsored by  	A UK project of 150-500m2	FSGD, MSGD, Registered Practice, Pre-registered*
8.	Garden Jewel  	A UK residential project of less than 150m2 including courtyards, roof gardens, front gardens or may include a 'jewel' within a bigger garden.	FSGD, MSGD, Registered Practice, Pre-registered*
9.	Healing or Learning Landscapes & Gardens  Sponsored by  	A UK project of any size. Examples may include schools, hospitals, care homes, hospices. Nb. Community gardens must be not for profit, may or may not have included the community in the project and may not necessarily be permanent.	FSGD, MSGD, Registered Practice, Pre-registered*
10.	Designer & Landscaper Joint Submission  Sponsored by  	A UK residential, commercial or community project of any size, which demonstrates excellence in design and implementation.	An Affiliated Business Partner Landscaper AND one of the following: FSGD, MSGD, Registered Practice, Pre-registered*
11.	Big ideas, Small Budget  Sponsored by  	A UK residential project where the total budget does not exceed £40,000, i.e. the value of the landscape contract (note this is excluding design fee and vat)	FSGD, MSGD, Registered Practice, Pre-registered
12.	Design for the Environment  Sponsored by  	A UK residential, commercial, or public project of any size focused on environmental contribution, sustainability, and biodiversity enhancement. (May also be submitted to other categories.)	FSGD, MSGD, Registered Practice, Pre-registered

NO	AWARD CATEGORY	DESCRIPTION	ELIGIBILITY
13.	New Designer Landscapes & Gardens	A UK project of any size showing a flair for design, interpretation of client brief, dynamic design solutions, detailed design elements, that 'something special'	Pre-registered Members who have been practising for less than 5 years
14.	Planting Design	A UK project showing excellence and ingenuity in a residential or public planting scheme. Consideration may include but are not limited to: suitability, resilience, to the site, conditions & stated brief, plant growth & functionality, creative use of plants, aesthetics, environmental solutions. Planting design only schemes can be submitted.	FSGD, MSGD, Registered Practice, Pre-registered
15.	Built Landscape Design	A UK project showing innovative and meticulous design and implementation of a domestic, commercial, or public hard landscaping scheme. Consideration may include but are not limited to: environmental impact, sustainability, innovation in design, construction detail.	FSGD, MSGD, Registered Practice, Pre-registered
16.	Virtual Landscape Design	A UK or international residential, commercial, or public project of any size <i>NOT</i> constructed e.g. a design yet to find a home, waiting to be implemented, a show garden idea, innovation/experimentation in design, 'the one that got away'.  An explanation of why the garden has not been constructed should be included in the submission.	FSGD, MSGD, Registered Practice, Pre-registered

**\* Pre-Registered (passed submission 1 or 2) also see page 5 'Rules of Entry'**

## SGD HONORARY AWARDS

### The People's Choice Award

Shortlisted finalists in Award Categories 1-10.  
This competition is run by the SGD Awards Media Partners,  
The English Garden and chosen by public vote.

THE ENGLISH  
GARDEN

### The Lifetime Achievement Award

Awarded to an individual who has made an outstanding contribution to the  
Profession and gifted by the SGD Council.

Sponsored by



### The Judges' Award

Shortlisted finalists in Award Categories 1-15  
Awarded by the Judges looking for something 'extra'

Sponsored by



### The Grand Award

Presented in Partnership with the RHS

Winners in Award Categories 1-10  
Chosen by the Judges as the Winner of Winners

### 3.PROJECT REGISTRATION DEADLINES & ENTRY FEE

Award Categories:  
1 to 13

The entry Fee is £142 by Tuesday 21st May 2024  
There is a 20% discount for 2nd and subsequent projects entered in the main awards. EB £113.60, Standard £139.20  
There is a 30% discount for Pre-registered members if their entered project has also been submitted for accreditation in 2024. Please note: Prior to 25/05/2024 a 90% refund will be given if you have to withdraw your project due to not passing at accreditation. Withdrawing after that date no refund will be provided.

Award Categories:  
14 & 15  
(Planting and Built  
Landscape Design)

The Entry Fee is £95 (or £70 if the project is also entered in Award Categories 1-11) by Tuesday 21<sup>st</sup> May 2024

Award Category 16:  
(Virtual Landscape  
Design)

The Entry Fee is £80 by Tuesday 21<sup>st</sup> May 2024

*Prices are inclusive of VAT*

### KEY DATES

- Deadline to register to enter – Tuesday 21<sup>st</sup> May 2024
- deadline for the electronic submissions to the SGD Dropbox - 5pm Tuesday 21st May 2024
- Finalists will be announced Friday 27th September 2024
- Winners will be announced at the SGD Award Ceremony on Friday 7th February 2025

**Note:** On request 'promotional images' may be added after May if you are planning to photograph your project after the submission deadline.

### 4.ENTRY PROCESS

- Complete an entry form for each project/category you are entering ON THE AWARDS PAGE OF THE SGD WEBSITE and paying the entry fee. Receipt of payment will be sent automatically.
- Confirmation of registration will be emailed by the SGD Awards office when both payment and entry form(s) have been received and checked and this will include the unique entry ID for each submission. Each project submission will have its own unique ID.
- An invitation to the SGD Dropbox unique folder for each pdf submission and promotional images will be emailed to you.
- Add your pdf submission and images to the SGD Dropbox folder by the deadline date (see above). Please note all electronic submissions must be made anonymously.
- Alert SGD by email to awards@sgd.org.uk when you have added your entry to the SGD Dropbox and your successful submission will be acknowledged.

## 5. RULES OF ENTRY

1. Completion and submission of the entry form will be taken as confirmation that you have read, understood, and will abide by the 'Rules of Entry'.
2. No evidence of the name of the designer or their company name/logo should appear in the pdf project submission. The judges will not see the entry form.
3. No gardens with artificial turf or foliage can be entered.
4. Members cannot enter their own gardens.
5. The projects entered must have been completed before the submission date. There is no other timing restriction.
6. The work submitted must be the responsibility of and directed by a member or members, or ABP in the relevant membership/partnership category for the Award
7. Members can enter as a sole entrant, a joint entrant, registered practice, or partner. The name(s) of any additional eligible designer(s) must be included on the entry form if they have designed any element of the project, e.g. the planting. In addition, the contribution of any non-member other designer/design professional should also be attributed.
8. Entry by Pre-Registered members who have passed submission 1 or 2 is restricted to one year only for each project passed towards registration i.e. a maximum of entering two years before becoming a Registered Member. This restriction does not affect the number of entries that can be made as Pre-Registered.
9. Projects used at accreditation can be entered.
10. Pre-Registered members must have been in practice for less than 5 years to enter the 'Fresh Designer Award'. The starting date can be calculated from the date of the first project commissioned at a commercial rate (i.e. not close friend or family) after setting up in business.
11. Pre-Registered members who graduated in 2023 or 2024 may enter the Student Awards if they progressed from Student Member to Pre-Registered Member.
12. If a Pre-Registered member enters the Main Awards, they may not enter the Student Awards.
13. A project may not be entered again in the same category in a future year.
14. It is not permissible for individual elements of a garden to be submitted for different award categories (except in the case of built landscape design or planting design).
15. If a discrete element/area of a garden is submitted, it must fulfil the size criteria of the category entered. Judges will consider it in the context of the entire garden site so the presentation plan must show the whole site.
16. If existing elements of a garden are retained, (e.g. built landscaping), this should be identified - rendered and labelled accordingly.
17. All categories except 'Virtual Landscape Design' must have been built.
18. Entrants can enter the same project in different categories in the current or a future year.
19. Entrants may submit as many individual entries as they wish.
20. Only show gardens that have not been constructed will be accepted for the "Paper Landscapes" category; this is the only category where show gardens can be entered.
21. All requirements must be met, or your submission may be excluded.
22. Your 'submission pdf file' title must only be the 'unique entry ID' provided by SGD Awards office, e.g. '04.2345'.
23. Fees are non-refundable even if an entry is withdrawn or excluded.
24. Any submissions received after the deadline will not be considered for an Award.
25. The SGD reserves the right to reject or request replacement of any unsuitable material submitted.
26. The organisers reserve the right to amend entry criteria.
27. The organisers reserve the right to move an entry to a different category.
28. The organisers reserve the right to amend or merge or withdraw Award categories without notice or explanation.
29. No correspondence will be entered into, and no individual feedback will be provided.
30. Designers will not be allowed to accompany the judges if they make a site visit.
31. The SGD Chair, Co-Chairs, Vice Chairs or SGD Chair of Awards may not enter the Awards.

### JUDGES' DECISIONS ARE FINAL

## **6 .pdf SUBMISSION FOR AWARDS, CATEGORIES 1-13**

Please first read the advice on submissions in section 11, page 11 below.

Your presentation must be submitted as a single pdf titled only with its unique entry ID provided by the SGD Awards office. Nothing in your submission should identify you or your practice. Provide a maximum of 36 landscape pages in your .pdf in the following order:

### **6.1 Cover Sheet to include**

- Your full unique entry code provided by the SGD office when acknowledging your entry
- Your project's title, and for projects in mainland Britain only include postal address with postcode
- Category entered
- Final cost of construction and cost per square meter, (please include hard and soft landscape and exclude VAT and the designer's fee)
- Size of project as square meters, excluding the property

### **6.2. Client Brief, Project Statement and Contribution to Environmental Sustainability**

- Maximum of two pages
- 20pt text must be used
- Presented in a maximum of 5 bullet points per page
- Maximum word count - 175 words per page

### **6.3 Site Context/Site Analysis**

- One page only
- 20pt text must be used
- Must show context of the submitted project, including if designing only part of a larger space
- Must show the property in relation to the space designed
- Graphics are welcome

### **6.4 Masterplan/Presentation Plan** (the plan that you presented to the client) – one page only

### **6.5 Planting Plan & Plant Schedule** -two pages maximum (if a very large project select a representative area)

### **6.6 Supporting drawings** - up to four pages and these may include:

- Sections, especially if a sloping site
- Perspectives
- Isometrics or other 3d visuals

### **6.7 Photographs**

- A maximum of 25 pages of photographs

All after photographs must also be submitted separately as .jpg at a minimum of 300dpi. All these .jpg images must be titled with the entries "unique ID" supplied by SGD Awards office, followed by "CR" (for any with copyright issues) or "CRF" (for any copyright free), followed by sequential numbering in order of preference.



## **7.pdf SUBMISSION FOR THE PLANTING DESIGN AWARD, CATEGORY 14**

Please first read the advice on submissions in section 11, page 11 below.

Your presentation must be submitted as a single pdf titled only with its unique entry ID. Nothing in your submission should identify you or your practice.

Provide a maximum of 44 landscape pages in your .pdf in the following order:

### **7.1 Cover Sheet to include**

- Your full unique entry code (supplied by SGD on receipt of your entry form and fee)
- Your project's title, and include postal address with postcode
- Category entered
- Final cost of planting and cost per square meter, (please include preparation, planting and plants) and exclude VAT and the designer's fee)
- Size of planting project as square meters.

### **7.2 Client Brief, Project Statement and Contribution to Environmental Sustainability**

- Maximum of two pages
- 20pt text must be used
- Presented in a maximum of 5 bullet points per page
- Maximum word count - 175 words per page

### **7.3 Site Context/Site Analysis**

- One page only
- 20pt text must be used
- Must show context of the submitted project if designing only part of a larger space
- Graphics are welcome

### **7.4 Masterplan/Presentation Plan**

- One page only

### **7.6. Planting**

- Up to 3 pages of planting plans
- A maintenance schedule or management plan (maximum two pages)

### **7.7 Up to 4 additional pages**

- sketch compositions/elevations

### **7.5. Photographs**

- A maximum of 30 pages of photographs

All after photographs must also be submitted separately as .jpg at a minimum of 300dpi. All these .jpg images must be titled with the entries "unique ID" supplied by SGD Awards office, followed by "CR" (for any with copyright issues), followed by sequential numbering in order of preference.

## **8.pdf SUBMISSION FOR THE BUILT LANDSCAPE DESIGN AWARD, CATEGORY 15**

Please first read the advice on submissions in section 11, page 11 below.

Your presentation must be provided as a single pdf titled only with its unique entry ID. Nothing in your submission must identify you or your company.

Provide a maximum of 41 landscape pages in your .pdf in the following order:

### **8.1 Cover Sheet to include**

- Your unique entry code (supplied by SGD Awards office on receipt of your entry form and fee)
- Your project's title, and for projects in the UK only include postal address with postcode
- Category entered
- Final cost of construction and cost per square meter, (please include only hard landscape and exclude VAT and the designer's fee)
- Size of hardscape as square meters

### **8.2 Client Brief, Project Statement and Contribution to Environmental Sustainability**

- Maximum of two pages
- 20pt text must be used
- Presented in a maximum of 5 bullet points per page
- Maximum word count - 175 words per page

### **8.3 Context/Site Analysis**

- One page only
- 20pt text must be used
- Must show context of the submitted project if designing only part of a larger space
- Graphics are welcome

### **8.4. Masterplan/Presentation Plan**

- One page only

### **8.6 Up to 6 additional pages**

- design detailing plans

### **8.5. Photographs**

- A maximum of 30 photographs

All after photographs must also be submitted separately as .jpg at a minimum of 300dpi. All these .jpg images must be titled with the entries "**unique ID**" supplied by SGD Awards office, followed by "**CR**" (for any with copyright issues), or "**CRF**" (for any copyright free), followed by sequential numbering in order of preference.

## **9. PDF SUBMISSION FOR THE VIRTUAL LANDSCAPE AWARD, CATEGORY 16**

Please first read the advice on submissions in section 11, page 11 below.

Your presentation must be provided as a single pdf titled only with its unique entry ID. Nothing in your submission must identify you or your company

Provide a maximum of 11 landscape pages in your .pdf in the following order:

### **9.1. Cover Sheet to include**

- Your unique entry code (supplied by SGD Awards office on receipt of your entry form and fee)
- Your project's title
- Category entered

### **9.2 Client Brief, Project Statement and Contribution to Environmental Sustainability**

- To include explanation of why the garden has not been constructed
- Maximum of two pages
- 20pt text must be used
- Presented in a maximum of 5 bullet points per page
- Maximum word count - 175 words per page

### **9.3. Site Context/Site Analysis**

- One page only
- 20pt text must be used
- Must show context of the submitted project if designing only part of a larger space
- Graphics are welcome

### **9.4. Masterplan/Presentation Plan**

- One page only

### **9.5. Up to 6 additional pages, these may include:**

- Planting plan
- Sections (especially if a sloping site),
- Perspectives,
- Isometrics or other 3D views
- Design detailing

**For promotional purposes we would also like you to submit photographs as .jpg at a minimum of 300dpi of:**

- The presentation plan
- Other material that would promote your entry to best effect
- Maximum of 6 photographs to be submitted
- All these .jpg images must be titled with the entries "unique ID" supplied by SGD Awards office followed by sequential numbering

## 11. IMPORTANT ADVICE ON YOUR PRESENTATION TO GIVE THE JUDGES THE BEST OPPORTUNITY TO CONSIDER YOUR ENTRY

**These are important points that are provided in response to issues raised over many years.**

- Do not send your submission at the 11<sup>th</sup> hour. This leaves no time to rectify if there are errors.
- Keep in mind that you are selling your design idea to a panel of expert judges.
- Judges advise you not to enter your garden too early; wait until the planting has matured.
- Adhere to the presentation requirements; submit material accurately; the order is important.
- ‘Project Statement’ should describe elements of the site that impact on your design.
- Remember the judges have limited time so need to understand and get the best possible impression of your project quickly.
- Plans should be populated to help understanding of usage (e.g. house, parking, garage, entrance).
- As the judges only view the pdf submission ensure the best possible photography is in the pdf.
- Ensure your project shows technical competency and the presentation is eye catching.
- Keep text to an absolute minimum and ensure all text used can be easily read either at normal viewing or if zoomed in.
- The pdf must be a maximum of 12MB.
- Compress individual images before adding to the pdf.
- More than one image can be included per page.
- Caption your images with ‘before’ and ‘after’ and any other useful information.
- All images must be right way up to view.
- All pages must be landscape and the same size.
- Make all pages A4 landscape before creating the pdf, e.g. use “Microsoft Word” or “Microsoft Publisher” to create your submission before converting it to a .pdf
- If using ‘Word’ save each page with compressed image as landscape at A4 size before adding any text and then add to your pdf.
- Use vectorised text to ensure judges can zoom in to read detail (not available if using ‘Word’); examples of software for this are Adobe Illustrator, Adobe In Design, CAD.
- If you need assistance with creating your pdf there are options, just google; one example is <https://smallpdf.com>

## 12. PROJECT PHOTOGRAPHY

### The pdf submission is for the judging process only:

- All photographs supplied for publicity should also be included in the pdf submission
- Copyright restricted images can be used in the pdf; these will only be used for judging
- Images submitted for judging do not need to be professional photographs but must give the judges the best possible opportunity to understand the project and what you have achieved
- Include before and after pictures when available, taken from the same position and present them side by side on the same page – clearly label them ‘before’ and ‘after’
- Images showing seasonality and night-time are welcome

### The .jpg Images supplied for publicity and their permissions:

- **All finished garden** images in the pdf submission must also be supplied as .jpg at a minimum of 300 dpi
- At least three images that are ‘without copyright’ or “copyright free of charge” must be supplied for entries in categories 1 to 12. If 3 ‘free of charge’ images are not available, the entry may be excluded from the “People’s Choice Award” voting process.
- At least one image that is ‘without copyright’ or ‘copyright free of charge’ must be supplied for all other entries.
- All jpg images must be titled with the entries “**Unique ID**” supplied by SGD, followed by
  - “**CR**” for any images with copyright issues. (*If images incur a fee, their use maybe restricted by the SGD when promoting your project.*)
  - “**CRF**”, if you grant the SGD a licence to use images submitted free of charge, for which you own the rights, to promote your entry in the press, social media, website and Awards Ceremony should your entry be shortlisted.
  - followed by sequential numbering, i.e. **1,2,3**, (please number your images in your order of preference, however SGD retains the right to make their own selection if your project is shortlisted).
- Entry to the SGD Awards will be taken as a right to publish descriptions and other particulars including the presentation plans from the Awards submission. Any restrictions must be clearly stated on the entry form.

### 13. JUDGING

- The judging panel is comprised of experts in the Industry selected by the SGD.
- The Judges’ comments for the winning entries may be used at the Awards Ceremony and on the winners’ page of the SGD Awards website.
- Should the judging panel consider that none of the projects in a category meets the required standard then an Award will not be made.
- Should the judging panel consider that a project is better suited to a different category they have the right to move the project without reference to the entrant.
- The organisers reserve the right to add or remove judges.
- It is closed judging; entrants cannot present work to the Panel.

#### Garden Visits

- Judges may wish to visit some projects in Great Britain before deciding on the finalists.
- Judges generally visit in pairs.
- Not all shortlisted projects will be visited and not all visited gardens will be shortlisted.
- If required, a judge will arrange a visit directly with the representative given on your entry form. Please note you are not permitted to accompany the judges or to liaise with them. Award entries must remain unanimous.



International Commercial or Community Award, Adam Hunt & Lulu Urquhart for Masseria Pistola

### 14. PUBLICITY

- The publicity for the awards will be handled solely by the SGD.
- Applicants cannot issue information to the UK press without the express permission from the SGD.



The Grand Award, Andy Sturgeon FSGD Battersea Power Station Roof Gardens

### 15. TROPHY, CERTIFICATE & LOGOS

- Finalists will receive a finalist logo when the shortlist is announced.
- Finalists will receive three applicable certificates.
- Winners will receive a trophy, and a Winner logo after the Awards Ceremony.