



# Master Award Entry Details

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## Master Awards Committee

Each year we host a Master Awards Committee meeting which all RRHBA members are invited to participate, share any feedback, make recommendations and as a group decide on any changes that need to take place for the Master Awards.

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# FAQ

## Entry Deadline?

- Entries will be accepted until Wednesday, January 8th, 2025 - 10am
  - *No Entry Extensions due to judging timeline needs*

## Eligibility period for the award categories?

- Please check each Master Award category for the timeline eligibility.

## Do I have to be a RRHBA Member to Enter?

- Yes, all entrants must be a RRHBA Members in good standing.

Being able to enter the Master Awards is a benefit of Membership. To become a RRHBA Member, contact Jason at 306-546-5226 or [j.christbason@reginahomebuilders.com](mailto:j.christbason@reginahomebuilders.com)

## Is there a cost to Enter?

- No, the Master Awards are one of the only Home Builder Association award programs that do not charge a fee per entry. Enter as many categories as possible to increase your odds of coming home with a trophy!

## Can I submit multiple entries in the same category?

- Yes, we encourage you to submit all eligible projects.

## Can I save my entry and continue working on it at a later date?

- Yes, anything you input or upload to your entry submission will be saved. Just follow the entry steps...

## How do I submit my entries?

- You need to have a Member Account set-up to be able to log-in and start your entry submissions. Click this link: [Request an Account \(reginahomebuilders.com\)](https://reginahomebuilders.com)

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## Important Entry Dates

### Customer Satisfaction Awards Deadline

- **Wednesday, January 8th, 2025 - 10am**

### Master Awards Entry Deadline

- **Wednesday, January 8th, 2025 - 10am**

### Sales Person of the Year Award Entry Deadline

- **Wednesday, January 8th, 2025 - 10am**
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## Home Owner Permission Form

The [Homeowner Permission Form 2024](#) must be completed and signed for all owner-occupied/sold new homes, new home kitchens, green build of the year, interior decorating projects and renovation project entries.

Entry submissions that are in the RRHBA member's possession are not required to include the form.

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## Plan/Project Name Trophy Recognition

The Master Award trophy will recognize all of the categories under their Plan/Project Name, not home address.

### Examples:

- Exterior Renovation - Hill Street Project
  - New Home Under 1000 sq. ft. - The Orwell Suite
  - Whole Home Renovation - Smith Family Project
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## Judging

The judges rely 100% on the information you provide for each category and it's criteria requirements, along with photographs, and other documents that you include as part of your entry submission. They view and score all entries online.

- **Entry submissions will be scored according to the criteria set out for each category**
  
- **All decisions of the judges are final**

The RRHBA Administration and Board of Directors have **no influence** on the outcome of any judging/scoring in any of the Master Award categories.

In the event of a tie score in any of the Master Award categories, the judges will rescore the entries to break the tie.

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## **Master Award Sponsorships**

- **Presenting Sponsor**
- **Refreshment Sponsors**
- **Event Sponsors**
- **Award Sponsors**

Contact Lynn at 306-546-5223 or [l.walkington@reginahomebuilders.com](mailto:l.walkington@reginahomebuilders.com)

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## **Contact**

Any questions about submitting entries in the Master Award categories, contact Jason at 306-546-5226 or

[j.christbason@reginahomebuilders.com](mailto:j.christbason@reginahomebuilders.com)

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## **New Home**

categories recognize a RRHBA builder member that has demonstrated superior achievement in design, construction technology and environmental leadership.

### **NEW HOME CATEGORIES**

- **Under 1200 sq. ft.**
  
- **1201 - 1400 sq. ft.**

1401 - 1600 sq. ft.

○ 1601 - 1800 sq. ft.

○ 1801 - 2000 sq. ft.

○ 2001 - 2500 sq. ft.

○ Over 2500 sq. ft.

**All sq. ft. categories listed are available in a Production Home entry submission.**

- *Production Home entries must be built (3) times within the calendar year*
- *Example entry:*
  - *Floorplan: The Coleman*
  - *1245 Allied Crescent - Permit#202401563*
  - *1248 Allied Crescent - Permit #202401565*
  - *3225 Carmen Blvd. - Permit #202401890*

## **PHOTOS REQUIRED**

○ **[1] Exterior**

**\*Note:** *you don't have to stage all (3) of your production homes to enter the production home category. Just showcase (1) of the new homes but you must submit (1) exterior photo for each new home address.*

○ **[1] Kitchen**

○ **[1] Living Room**

○ **[9] Photos of your choice**

○ **[1] Floor Plan (PDF doc)**

- ***Photos in mid/high resolution. 64mb is the upload max total***

## **ENTRY REQUIREMENTS**

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**\* Entries are to be anonymous:**

- No company name *within the criteria write-up*
- No company signage *to be shown in any of the photos*
- No company logo or name *to be shown on the floor plan*
  
- The entrant must be a RRHBA Member in good standing
  
- New Home Plan Name - Example: The Fallingwater
  
- New Home Address & Building Permit Number
  
- [Homeowner Permission Form 2024](#) (owner occupied/sold entries)
  
- The new home must have been completed between November 1, 2023 to December 31, 2024

## **JUDGING CRITERIA**

**Exterior** - Describe the exterior tones, textures or products that make the new home attractive in relation to its' surroundings. Max 1500 characters

**Interior** - Describe the appealing interior design, unique architectural features, including the use of a variety of tones, textures and products. Max 1500 characters

**Floor Plan** - Describe the creative floor plan with innovative functionality and special design considerations. Max 500 characters

**Construction Technology & Energy Efficiency**- Describe the materials & products used that demonstrate industry best practices, leading-edge technology, energy efficiencies, comfort and occupant health. Max 1500 characters

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## **Home Builder of the Year**

will be presented to the Home Builder member who excels in New Home Building, Customer Satisfaction, Safe Working Practices and Environmental Leadership.

## **REQUIREMENTS**

Members must complete and submit the entry form for the Home Builder of the Year Award.

Members are required to enter the following (4) Master Award categories.

**1. Safety**

- Accounts for 10% of the overall score

**2. Customer Satisfaction**

- Accounts for 20% of the overall score

**3. Green Build of the Year**

- Accounts for 15% of the overall score

**4. New Homes**

- Entrant is required to submit a minimum of (4) different new homes in any of the new home categories
- Accounts for 55% of the overall score
- The (4) highest scores are used if the entrant has submitted more than the minimum required entries in any of the new home categories

**The Home Builder of the Year Award winner is calculated using a points system**

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## **Green Build of the Year**

recognizes achievement in construction that exceeds building standards for a new home to reduce the environmental impact.

### **PHOTOS REQUIRED**

- [1] Exterior
- [1] Kitchen
- [1] Living Room
- [9] Photos of your choice
- [1] Floor Plan

- *Photos should be in mid/high resolution. 64mb is the upload max total*

## REQUIREMENTS

\* Entries are to be anonymous:

- No company name within the criteria write-up
- No company signage to be shown in any of the photos
- No company logo or name to be shown on the floor plan
- The entrant must be a RRHBA Member in good standing
- [Homeowner Permission Form 2024](#) (sold homes only)
- New Home Plan Name - Example: The Skyblue
- New Home Address & Building Permit Number
- The new home must have been completed between November 1, 2023 and December 31, 2024

## JUDGING CRITERIA

**Green Build of the Year** - Describe why your new home should be recognized as the Green Build of the Year. *Max 1500 characters*

**Building Practices** - Describe the building practices to reduce the environmental impact. *Max 1500 characters*

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## New Home Design

recognizes the talent of a new home designer as the starting point in the creative process to build a new home.

## NEW HOME DESIGN CATEGORIES

- Single Family



## Multi Family

### PHOTOS REQUIRED

- [1] Floor Plan
  
- [1] Front Exterior - Color Design Drawing/Rendering
  
- [1] Living Area - Color Design Drawing/Rendering
  
- [1] Kitchen / Dining Area - Color Design Drawing/Rendering
  
- [2] Under Construction Photos
  
- [1] Designer Headshot Photo

▪ *Drawing/Rendering & Photos in mid/high resolution. 64mb is the upload max total*

### REQUIREMENTS

\* Entries are to be anonymous:

- No company name within the criteria write-up
  
- No company logo to be shown in any of drawings/renderings
  
- No company signage in the construction photos
  
- No company logo or name to be shown on the floor plan

\* New Home Designer Eligibility:

- New Home Design Members
  
- Home Builder Members with a in-house Designer

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- **Home Builder Members with a outside Design Contractor**

- **Note: the Master Award trophy will only recognize the RRHBA Home Builder & Plan Name (not the non-RRHBA member designer)**

- **The new home must have started construction between November 1, 2023 and December 31, 2024**
- **The new home must be constructed by a RRHBA Member**
- **New Home Plan Name - Example: The Prairie Sunset**
- **New Home Address**
- **New Home Designer's Name**
- **Building Permit Number**
- **[Homeowner Permission Form 2024](#)(required if new home is sold)**

## **JUDGING CRITERIA**

**New Home Design - Describe the vision and inspiration for the new home design, and how the features compliment the overall functionality for the client or consumer. *Max 2000 characters***

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## **Volume Builder of the Year**

**will be presented to the Home Builder member that builds the most Single Family & Multi Family homes in 2024.**

## **REQUIREMENTS**

- **RRHBA home builder members don't have to submit an entry in this Master Award category. We will administer the entrants via the City of Regina Permit Reports for each category.**
- **The RRHBA will audit the City of Regina Building Permit Reports for 2023 (January 1, 2024 to December 31, 2024) to confirm the Single Family & Multi Family home builder that has been issued the highest amount of new home starts in each category to determine the Master Award winners.**

## **NEW HOMES BUILT OUTSIDE REGINA CITY LIMITS**

The RRHBA doesn't have access to new home permit reports from our surrounding census area.

To have all of your 2024 housing starts included, you need to submit the [2024 Volume Builder Submission Form](#) in order for the housing starts to be counted.

Surrounding cities/towns include: White City - Emerald Park - Pilot Butte - Balgoine - Royal Park - Lumsden - Craven - Regina Beach - Moose Jaw - Rouleau - McLean - Weyburn - Estevan

- Contact Jason to confirm eligibility of any city/town at 306-546-5226 or [j.christbason@reginahomebuilders.com](mailto:j.christbason@reginahomebuilders.com)
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## Customer Satisfaction

recognizes the outstanding measurement of how products and services meet or surpass customer expectation.

### REQUIREMENTS

- The entrant must complete the Customer Satisfaction Award Entry Form and submit it by Wednesday, January 8th - 10am
- Click this link to download the entry form: [2024 Customer Satisfaction Awards](#)
- The entrant must enter ALL new home closings between November 1, 2023 and December 31, 2024
- The entrant must be a Home Builder member in good standing
- Building Permits (*permit numbers will be audited to ensure that all sold homes have been submitted/entered*)

### JUDGING CRITERIA

Award winner is determined by the survey scores returned by the home owners.

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## Renovation

recognizes excellence in bringing the client's desired vision to their existing home with planning, design effectiveness, and use of construction technology.

### CATEGORIES

- Exterior
- Kitchen

- Interior
- Whole Home

## **REQUIREMENTS**

- **The entrant must have the Renomark® designation**
- **The entrant must be a RRHBA Member in good standing**
- **Project must have been completed between November 1, 2023 and December 31, 2024**
- **Entries are to be anonymous**
- **No company name within criteria write-up**
- **No company signage to be shown in any of the before or after photos**
- **No company logo or name to be shown on renovation plans**

## **PHOTOS REQUIRED**

- **Exterior Reno: [4] before & [10] after photos**
- **Kitchen Reno: [4] before & [10] after photos**
- **Room Reno: [4] before & [10] after photos**
- **Whole Home Reno: [5] before & [12] after photos**

- ***Photos in mid/high resolution. 64mb is the upload max total***

## **RENOVATION PROJECT ELIGIBILITY**

### **Kitchen Renovation Project**

- **Can be entered by a Cabinet or Renovator member**

- Example: Smith Family Kitchen Renovation - 1234 Smith Street (*only one member can enter the renovation project*)

## Interior Renovation Project

- Additions - Bathrooms - Basements - Bedrooms are all eligible as single entries
- Basement renovation projects must show an existing finish/layout was there. No new home blank canvas starts

## Whole Home Renovation Project

- 3 or more rooms must be renovated within the renovation project
- [Homeowner Permission Form 2024](#) (required for owner-occupied entries)
- Renovation Project Name
- Renovation Project Address
- Renovation Permit Number

## JUDGING CRITERIA

**Renovation Project** - Describe the client's desired vision and outcome of the renovation project. Max 1500 characters

**Planning & Design Effectiveness** - Highlight details of the functionality of the floor plan, the appeal of the interior or exterior finishes, special design considerations and solutions to overcome. Max 1500 characters

**Construction Technology** - Highlight the details on energy efficient features, materials, operation systems and techniques used to reduce waste. Max 1500 characters

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## Trade Partner of the Year

recognizes a Subtrade or Supplier member for their outstanding contribution to the construction project based on product availability, product knowledge, professionalism, service standard and workmanship.

## CATEGORIES

- **Subtrade**
  
- **Supplier**

## **REQUIREMENTS**

- **The entrant must be a RRHBA Subtrade or Supplier member in good standing**
  
- **Only members who have done business with the Subtrade or Supplier member between November 1, 2023 and December 31, 2024 may complete the survey**

## **JUDGING CRITERIA**

**Company Bio - Inform the judges as to why your company should be the Trade Partner of the Year. *Max 1000 characters***

**RRHBA Member Survey Companies - The entrant must provide contact information for a minimum of (4) RRHBA Members. These RRHBA Members will be sent the Trade Partner of the Year Award Survey for scoring.**

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# **Sales Person of the Year**

**recognizes the sales person submitting the highest total for single family, backyard suites and multi family new home sales for 2024**

## **CATEGORIES**

- **Platinum Sales over \$10,000,000**
  
- **Gold Sales between: \$7,000,000 - \$9,999,999**
  
- **Silver Sales between: \$4,000,000 - \$6,999,999**
  
- **Bronze Sales between: \$1,000,000 - \$3,999,999**

## **ELIGIBILITY & REQUIREMENTS**

**The entrant must be directly employed by a RRHBA Member in good standing and be the sales representative that is showing the new home (*not just processing the administrative paperwork for the new home sale*)**

**New home sales can be entered on sales from January 1, 2024 to December 31, 2024**

- **No additions or renovation projects can be entered**
- **PST & GST is not to be included in the sale price**
- **Sales entered must have the Sales Manager's approval signature**
- **All entrants must use this [2024 Sales Person of the Year Entry Form](#) to enter/submit for the Sales Person of the Year Award**
- **All information is required to be completed on the entry form**
- **Headshot photo of the sales representative in mid/high resolution**
- **The sales representative can only enter new home sales from their current RRHBA Member employer**
  - **Sales cannot be entered from a past employer within the sales year timeline**
- **Sales can only be entered by the sales representative or home builder that is the effective cause of sale and receives a commission**
- **Home builders cannot claim the sales of the sales representatives or vice versa**
- **Sales on the contracted build can only be entered**
  - **If you have a contract for the house build and not the land, then only enter the house value**
- **New homes must be in the RRHBA Census Area to be entered. This includes:**
  - **Regina - Pilot Butte - Balgonie - White City - Emerald Park - Fort Qu'Appelle - Moose Jaw - Craven - McLean - Edenwold - Regina Beach - Buena Vista - Swift Current - Weyburn - Estevan - Davidson - Yorkton - Assiniboia - Indian Head - Grenfell**
  - **Contact Jason to confirm eligibility of other locations that may not be listed**

**Entry deadline is Wednesday, January 8th, 2025 - 10am**

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## New Home Kitchen

recognizes an outstanding kitchen based on design, planning, construction technology and overall appeal.

### PHOTOS REQUIRED

- [10] photos of your choice
  - *Photos in mid/high resolution. 64mb is the upload max total*

### REQUIREMENTS

- The entrant must be a RRHBA Member in good standing
- Cabinet & Home Builder members are eligible to enter
  - Example: 1260 Smith Street can only be entered by (1) member *(not the cabinet & home builder)*
- The new home kitchen must have been completed between November 1, 2023 and December 31, 2024
- [Homeowner Permission Form 2024](#) *(required for owner-occupied entries)*
- New Home Kitchen Project Name
- New Home Kitchen Address

### JUDGING CRITERIA

**Kitchen Design** - Describe the appearance and vision of the new home kitchen. Max 1500 characters

**Kitchen Planning** - Describe the innovation and planning of the new home kitchen. Max 1500 characters

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## Community Service

recognizes contributions to enrich our communities.



## PHOTOS REQUIRED

- [5] photos of your choice
- [5] additional photos of your choice - ***(not required but can be included)***
- Videos are not required but you can include video links within your community involvement information
  - ***Photos in mid/high resolution. 64mb is the upload max total***

## REQUIREMENTS

- The entrant must be a RRHBA Member in good standing
- The community initiative or project must have taken place between November 1, 2023 and December 31, 2024
- Ongoing/multi-year campaigns are eligible to be included, so long as there has been a significant contribution (voluntary, monetary or otherwise) to the cause within the eligibility period timeline

## JUDGING CRITERIA

**Community Involvement** - Describe why your company got involved with the community group(s) of your choice. Max 2000 characters

**Contribution Impact** - Describe how the contribution impacted your employees. Max 1500 characters

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## Innovation

recognizes the best advances in any area(s) of residential construction, including process, materials, design, fabrication, equipment, procurement, contract administration, management, labor relations, training and safety.

## PHOTOS REQUIRED

- [3] photos or documents of your choice
- [2] photos or documents of your choice - ***(not required but can be included)***

- *Photos in mid/high resolution. 64mb is the upload max total*

## REQUIREMENTS

- The entrant must be a RRHBA Member in good standing
- Must be a new innovation between November 1, 2023 and December 31, 2024 and must be *implemented* within the RRHBA Census Area

## JUDGING CRITERIA

Innovation - Describe your innovation. Max 1500 characters

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### Safety

recognizes demonstrated commitment to health and safety in the workplace.

## PHOTOS REQUIRED

- [3] photos of your choice
- [2] additional photos of your choice - *(not required but can be included)*

- *Photos in mid/high resolution. 64mb is the upload max total*

## REQUIREMENTS

- The entrant must be a RRHBA Member in good standing
- WCB Number

## JUDGING CRITERIA

### Company Endorsed Policy Statement

- Has your company created a written policy statement which they have signed & dated?

- Does the policy include goals and objectives related to health & safety?
- Has your company allocated specific resources to safety initiatives?

## **Hazard Identification and Control**

- Describe how your company identifies hazards and how they are controlled on the work site.
- Indicate what methods are used to identify hazards and what methods are used to control or eliminate hazards on the work site, indicate who is included in this process.
- Give an example where a hazard was identified and how it was eliminated or controlled.

## **Accident/Incident Investigation**

- Does your company investigate incidents including injuries, property damage or serious near misses?

## **Communication and Training**

- How does your company ensure that occupational health and safety information is communicated throughout the organization at all levels?
- Include items such as worker orientation, training, effective supervision, written instructions (job procedures), safety meetings, tool box talks, etc.

## **Emergency Preparedness**

- Describe the training your team have in case of emergency, and the equipment that would be available on-site in the event of fire or first aid needed.

## **Certification or Audit**

- What safety audits has your company passed in the previous 12 months?
- Do you have a valid Certificate of Recognition (COR) or Small Employer Certificate of Recognition (SECOR)? If so, how long has your certification been maintained?

## **Designated Responsibilities**

- Please provide your company statement on the responsibilities of you the employer, your supervisors and workers.

## Occupational Health Committee or Representative

- Provide a list of your committee members or the name of your company's Occupational Health representative as well as supporting documentation (i.e. committee meeting minutes).

Max 1000 characters for each safety category question

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## Marketing

recognizes outstanding achievement in the marketing of a event and media.

### CATEGORIES

- **Event Marketing**

- *Entry example: developer member hosts a new community BBQ to open the new park*

- **Media Marketing**

- *Entry example: home builder member showcases their new home design launch with tv & radio ads and social media promotion*

### PHOTOS REQUIRED

- [5] photos of your choice
- [5] additional photos or documents - (*not required but can be included*)
  - *Photos in mid/high resolution. 64mb is the upload max total*

### REQUIREMENTS

- The entrant must be a RRHBA Member in good standing

The marketing event or media must have been created and presented/promoted between November 1, 2023 and December 31, 2024

- Event or Media Marketing Project Name
- Videos are not required but you can include any video links within your criteria information
- National campaigns are not eligible

## JUDGING CRITERIA

Type of Marketing - *Describe the type of product or service being marketed.* Max 1500 characters

Audience - *Describe the intended audience.* Max 1500 characters

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## Interior Decorating

recognizes how furnishings, finishes, window treatments and accessories can complete a new home or renovation project.

### PHOTOS REQUIRED

- [10] photos of your choice
  - *Photos in mid/high resolution. 64mb is the upload max total*

### REQUIREMENTS

- The entrant must be a RRHBA Member in good standing
- The interior decorating project must have been completed between November 1, 2023 and December 31, 2024
- [Homeowner Permission Form 2024](#) (required for owner-occupied entries)
- Interior Decorating Project Name

## JUDGING CRITERIA

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**Design Objectives - Describe the project's design objectives.**

**Furnishings - Describe the use of furnishings in the decorating project.**

**Finishes - Describe the finishes in the interior decorating project.**

**Target Market - Describe the overall appeal of the interior decorating project for the target market.**

**Accessories & Special Features - Describe the use of accessories and special features in the decorating project.**

**Max 1000 characters for each question**