

Architectural Tours

The Royal Architectural Institute of Canada (RAIC) invites proposals for unique and informative architectural tours for the 2027 Conference on Architecture in Calgary, AB. Proposed tours should seek to engage and educate attendees while showcasing what the city of Calgary has to offer in terms of new and heritage projects. Architectural tours may include buildings, commercial & residential, neighbourhoods, community projects, and any other built spaces. Tours must start from and end at the Hyatt Regency Calgary (Conference venue).

Preference will be given to walking tours.

Tour Title and Description

The tour title and description should accurately reflect tour content and include all the elements listed below. Both the title and description will be published in the program and should stand-alone and clearly convey what the tour will cover.

Note that the RAIC may edit the length, clarity, or language in the proposal. The primary tour leader will be notified if edits are requested for a proposal.

Date and Time

Successful architectural tours will be scheduled in two time slots within the conference program: 8:30 a.m. – 11:30 a.m. and 1:00 p.m. – 4:00 p.m. Due to the complexity of scheduling, the RAIC will have final decision on the date and time for each architectural tour. Details will be included in notification letters.

Length

Tours are expected to be 2 to 3 hours in duration including the travel time to and from the Calgary Hyatt Regency (Conference venue)

Number of Participants

Tours must accommodate a minimum of 25 participants.

Costs

Any costs associated with the tour must be clearly outlined in the proposal (e.g. entrance fees).

Personal Protective Equipment (PPE)

Submissions must specify if the proposed tour is for a project under construction and requires hard hats, construction boots or other safety equipment. Tour leaders are

responsible for arranging the necessary personal protective equipment (PPE) for tour participants.

Accessibility

The RAIC strives to provide safe, inclusive, and accessible events within the Conference. Local tour proposals must include accessibility details so that everyone is able to participate.

Number of tour leaders

Each proposal can have a maximum of two tour leaders. For submissions with more than one tour leader, the first tour leader will be identified as the primary contact. All communication will be sent to the first tour leader who will be responsible for communicating conference information with the other tour leader. Each tour leader will have the option to identify an email address they wish to copy on all correspondence. Individuals can submit more than one proposal.

Tour leader biography

A short biography for each tour leader must be provided. Biographies should be a maximum of 50 words, in narrative form. The RAIC may edit for length, clarity, or language use.

Tour Leader Headshots

Proposals must include a headshot for each speaker.

- Format: Either .png or .jpeg
- Size: 200px X 200px
- Black and white
- Square with background space above and to the left and right of the subject (avoid extreme close-ups)
- File name: FIRSTNAME_LASTNAME

Tour promotional image

Proposals must include a high-resolution image and appropriate credits for promotional use. Images should be associated with the tour proposal.

Selection Process and Evaluation

The RAIC works diligently to ensure the highest-quality content and delivery of its conference program.

Tour submissions are evaluated on the following criteria:

- A **clear and comprehensive** tour description;
- The architectural tour is **relevant** to the profession of architecture;
- The architectural tour contributes **new information or knowledge** on the topic;
- **Fit** within the overarching programming;

The RAIC reserves the right to make the final decision for selection for the RAIC 2027 Conference on Architecture program. All submissions are reviewed collectively to realize the best overall program for the conference. Although an individual submission may meet all criteria, it may not be accepted. All applicants will be notified as to the status of the submission (acceptance or non-acceptance) according to the posted timeline.

Tour Leader Benefits

Successful proponents will receive:

- Two (2) Day Conference Pass, for the day of the session and one additional day, or a 50% discount on an All-Access Pass or Conference Pass (up to two presenters)
- Architectural tour leader/ organizer certificate

The RAIC does not provide financial compensation or honoraria to architectural tour leaders.

For more information or if you require any assistance, contact conference@raic.org.

[SUBMIT A PROPOSAL](#)