



American Planning Association  
**International Division**



*Making Great Communities Happen*

## **2020 International Planning Excellence Award**

### **Application Form**

**Submission Deadline: March 6, 2020**

Nominations for the 2020 APA ID International Planning Excellence Award must be received at the submission email of [apa.international.division@gmail.com](mailto:apa.international.division@gmail.com), by **March 6, 2020** at 11:59 p.m., (CDT, UTC-5).

Questions related to the award or application submission should be emailed to Jing Zhang, AICP at [jingzhangaicp@gmail.com](mailto:jingzhangaicp@gmail.com) with the subject line “Planning Award Inquiry”.

#### **NOTE:**

**Only projects located in Latin American countries are eligible for nomination.**

## Section A – Nomination Information

I nominate \_\_\_\_\_  
For a 2020 APA ID International Planning Excellence Award

This nomination is to be entered in the category of: (select one)

- ☐ Community and Regional Planning Award
- ☐ Transportation Planning Award
- ☐ Urban Design Award
- ☐ Environmental Planning Award

## Section A - Attachments

### ☐ **Letters of support** (required)

Each nomination must include one (1) letter of support; up to five (5) letters are permitted-maximum two pages each. The letters are important and illustrate local support of the planning efforts and the impact on the community as a whole. Letter(s) may not be written by the nominator of the submission or anyone who directly worked on the project. Client letters are acceptable.

### ☐ **Copyright-free images** (required)

- Five (5) digital images that are copyright-free with captions are required for each nomination.
- Each image must be uploaded individually.
- Each image is limited to a maximum of 5 MB.
- Each image must include a caption between 10 and 50 words.
- Photo collages and PowerPoint presentations are not acceptable.

### ☐ **Supplemental materials** (optional)

Additional information or support materials may be provided via e-mail as well. This includes reviews of the effort, analysis of results, newspaper clippings, editorials, websites, etc.. If your nomination is about a plan, be sure to email a copy of the plan in a pdf format or a link to the plan location online.

## Section B - Submission Coordinator

The name of an individual to act as your submission coordinator. The submission coordinator will work with the Awards Coordinator to obtain additional information and materials as needed.

Name: \_\_\_\_\_ Title \_\_\_\_\_

Organization: \_\_\_\_\_

Country \_\_\_\_\_ Phone \_\_\_\_\_ Email \_\_\_\_\_

Address

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Address in Local Language (if it is not English)

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## Section C – Nominator

☐ The nominator is the same person as the submission coordinator.

☐ The nominator is NOT the same person as the submission coordinator. Please fill the table below:

Name: \_\_\_\_\_ Title \_\_\_\_\_

Organization: \_\_\_\_\_

Country \_\_\_\_\_ Phone \_\_\_\_\_ Email \_\_\_\_\_

Address

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Address in Local Language (if it is not English)

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## Section D – Press Notification

Please provide the contact information for any media outlets (newspapers, television stations, etc.) you would like to be contacted if this project receives an award:

Name: \_\_\_\_\_ Title \_\_\_\_\_

Organization: \_\_\_\_\_

Country \_\_\_\_\_ Phone \_\_\_\_\_ Email \_\_\_\_\_

Address

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Address in Local Language (if it is not English)

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## Section E – Award/Certification Information

Should this submission be selected, the following information will be included on the award or certificate (space is limited)

Name of the Entity Receiving Award: \_\_\_\_\_

Name of the Project: \_\_\_\_\_

Names / Organizations to be engraved on Award: \_\_\_\_\_

## Section F – Verification

I certify that the parties credited did the submitted work and meet all eligibility requirements. I understand that any entry that fails to meet submission requirements may be disqualified. Signer must be authorized to represent those credited.

Signature of Nominator \_\_\_\_\_

Date (MM/DD/YY) \_\_\_\_\_

## Section G – Narrative

Description of how the entry satisfies the award criteria (maximum of 500 characters per criterion). Enter “N/A” if the nominated plan/project is not applicable to a particular criterion.

**IMPORTANT:** Be explicit about how a plan or project address each criterion. Use tangible evidence, facts, data, and descriptions. Avoid excessive use of general statements.

### **Planning Criteria**

**1. *Demonstrated Needs***

Documented need for this plan or project and the issues it sought to address.

**2. *Meaningful Community Involvement***

Inclusive and transparent public involvement process. Documentation shows how information was distributed and how it helped participants to make an informed decision for their interest. Documentation shows how public input, especially those from impacted communities, influenced the outcome of a plan or a project.

**3. *Effective Innovation***

Successful innovative solutions that arose from the plan or project. The innovation may include, but is not limited to, creative uses of new technologies, adaptive strategies approaching local issues, and applying new methods to solve enduring problems.

**4. *Tangible Outcomes***

Demonstrating how the plan built momentum and public support for implementing the plan, how it made a difference in the lives of the people and place affected, and how the plan or project addressed the need or problem that prompted its initiation.

**5. *External Integration***

Integration to other planning efforts such as a corresponding comprehensive or master plan or other related initiatives. Documentation shows how the plan or project will support the broader needs of the community and the surrounding region.

**6. *Transferability.***

Demonstrating how the ideas, methods, approaches, and/or knowledge generated from the plan or project are transferable to other areas, and how they impact the larger urban planning/design community.

## **International Practice Criteria**

**1. *Adaptability***

The adaptive nature of the practice to the country's natural and cultural context.

**2. *Advancing Humanity***

The contribution of the practice to establish, develop and strengthen the democracy, the inclusiveness, and the human rights of the country.

**3. *Advancing Equity***

The direct and indirect impact of the practice to reduce global inequality.

**4. *Advancing Environmental Sustainability***

The direct and indirect impact of the practice to reduce global warming or other pressing problem of sustainable domain (e.g. water)

**5. *Local Engagement***

The involvement of the residents, professionals, and government officials in the target country.

**6. *International Integration***

The direct and indirect impact of the practice to increase international stability, cooperation, cultural exchange, and mutual understanding.