



New York Upstate Chapter
American Planning Association

2009 Professional Awards Application Form

Nomination: _____

Category: _____

SECTION A

The following information is to be included with your submission. Submissions lacking the **Mandatory Submittal Requirements** will not be considered.

Mandatory Submittal Requirements

Unless otherwise indicated, **Seven (7) sets of each item** listed below must be included with your submission. Incomplete applications will be returned.

1. A completed 2009 Professional Awards Application Form; and
2. A one to two page summary of the submission or, for an individual, a resume highlighting the individual's contribution to planning; and
3. A two to three page summary of how the submission meets the criteria for that specific category as noted in this application
4. Letters of support. Up to five letters of support with at least one written by either the adopting agency, client or one of the impacted communities/stakeholders identified in the plan document; and
5. Hard copy versions of the published report, plan, ordinance, regulation or other supporting document(s) as appropriate.
6. One digital copy of the published report or plan in PDF format for posting on the Chapter's web site.

Optional Submittal Requirements

The following attachments are optional. One (1) set may be submitted.

Five to ten slides representative of the submission.

Audio or video presentation(s) entitled: _____

Other appropriate materials: _____

SECTION B

Provide the name and affiliation for all persons to be recognized. Use additional sheets if necessary. *(Please print or type all information.)* The accuracy and legibility of this information is critical since this is how it will appear on the Awards Certificate unless the Chair is otherwise notified of any changes by the nominator by **one week** after the Award announcements.

Name (As it should appear on certificate)	Title	Organization
1.		
2.		
3.		
4.		
5.		

SECTION C

See the rules regarding eligibility to determine who may serve as a nominator. The nominator will be notified by e-mail immediately after the decision by the Awards Committee. It is the responsibility of the nominator to notify the Award recipient(s) of the Award, confirm to the Awards Committee Chair the names as they should appear on the Awards Certificate, and to coordinate with the Committee Chair who will attend the Awards Luncheon and who will be accepting the Award.

Name of nominator: _____

Professional title: _____

Organization: _____

Address: _____

Phone (daytime): _____ **Fax Number:** _____

E-Mail Address: _____

Signature of nominator: _____

NEW YORK UPSTATE CHAPTER APA 2009 AWARDS PROGRAM

The New York Upstate Chapter of the American Planning Association is seeking nominations for its **2009 Professional Awards Program**. This Program recognizes outstanding planning achievements within our Chapter. Awardees will be honored at the Chapter Conference in Albany, New York on October 1, 2009.

To submit a nomination, complete this application form. Submit it, with the required attachments, to:

Gary Palumbo
2009 Professional Awards Program
c/o American Consulting Professionals of NY
70 Niagara Street, Suite 410
Buffalo, NY 14202

The **deadline** for submittals is **July 17, 2009**. Submissions post marked after this date will be returned unopened. The **2009 Professional Awards Program Committee** judges each submission solely on information contained in the submittal package. If you have questions regarding this **2009 Professional Awards Program**, please contact **Gary Palumbo at 716-362-1126** or by e-mail at gpalumbo@acp-ny.com

ELIGIBILITY and RULES

- Nominations can only be submitted by current APA National members.
- Student project nominations can be submitted by the head of the planning program.
- A nominator may nominate up to two nominations per category or subcategory.
- Except for the Planning excellence award for Implementation, nominations should describe a plan, project, program, or effort completed within the past three years (no earlier than 2006).
- Projects must be located either within (in whole or in part), or involve a person or organization active within the NY Upstate Chapter boundaries (Including eastern Ontario Province and western Quebec Province).
- Select the most appropriate category for your submission. No changes are allowed after receipt of your submission.
- The Awards Committee has the option to select multiple awards, or no award, in any category.
- Award decisions are final. Awards Committee members are not eligible to submit or receive awards.
- The Awards Committee, by majority vote, has the option to transfer a submission from one category to another.
- The 2009 Professional Awards Committee co-chairs, will notify the nominator via e-mail regarding all award decisions.

AWARD CATEGORIES

◆ ***Comprehensive Planning***

For a Comprehensive Plan that advances the science and art of planning. These include Comprehensive Plans; Housing Plans; Park and Recreation Plans; Transportation Plans; Redevelopment Plans; Economic Development Plans, and Strategic Plans.

◆ ***Planning Excellence Award for Best Practice***

For a specific planning tool, practice, program, project, or process that is a significant advancement to specific elements of planning. Emphasis is on results and how the best practice helped to implement the plan. Includes such things as regulations and codes, tax policies or initiatives, growth management or design guidelines, transferable development rights programs, land acquisition efforts, public/private partnerships, applications of technology, handbooks, or efforts that foster greater participation in planning.

◆ ***Planning Excellence Award for a Grassroots Initiative***

For an initiative that illustrates how a community utilized the planning process to address a need that extends beyond the traditional scope of planning. Emphasis is on the success of planning in new or different settings. Includes such efforts as community policing or drug prevention, neighborhood outreach initiatives, programs designed for special populations, public art or cultural efforts, community festivals, environmental or conservation initiatives, or focused tourism ventures.

◆ ***Planning Excellence Award for Implementation***

For an effort that demonstrates a significant achievement in accomplishing positive changes as a result of planning. Emphasis is on long term measurable results to demonstrate that sustained implementation makes a difference. Nominated efforts need to have been in continuous effect for a minimum of five years. Includes plans for smart growth, signage, farmland preservation, urban design, wetland mitigation, resource conservation, capital improvements, citizen participation, neighborhood improvement, transportation management, or sustained economic development.

◆ ***Planning Excellence Award for Public Outreach***

Awards an individual, project, or program that informs or educates the public or a specific segment of the public, about the value of planning and how planning improves a community's quality of life. Demonstrated efforts include curriculum designed to teach, neighborhood empowerment programs, communication technology, outreach programs geared toward the media, or comprehensive campaigns to initiate a plan.

◆ ***Innovation in Best Practices in Sustainability***

Planners are in the vital position of leading sustainability efforts within communities to address the environmental, social equity, and economic challenges. Sustainability practices can impact how places are planned, designed, built, used, and maintained. Areas of concern include energy use and efficiency, green infrastructure, resource conservation, transportation choices and impacts, compact development, diversity, revitalization, employment opportunities, and population impacts. The Chapter awards program seeks examples of innovative sustainability best practices. *Examples: Innovative plans, programs, tools, or related efforts that demonstrate advancement in planners' efforts to address the serious consequences of development and everyday living on the environment.*

◆ ***Outstanding Student Project***

Awards an individual student or group of students in recognizing outstanding work on a planning or related project.

◆ ***Distinguished Leadership (three subcategories)***

◆ **Mike Krasner Professional Planner Award**

Awards an individual for sustained contribution to the profession through distinguished practice, teaching, or writing. This person must make their living in the planning profession.

◆ **Citizen Planner**

Awards an individual, commission, board, appointed official, or citizen activist group for advancing and promoting the cause of planning in the public arena. (Persons earning their living as planners and elected officials are not eligible for this award).

◆ **Elected Official**

Awards an elected official for a significant contribution to excellence in public planning.

◆ ***Planner Emeritus***

Awards a retired planner, recognizing the distinguished contributions to planning over the course of his/her career.

◆ ***Section Achievement***

Awards a section for outstanding and exceptional efforts in achieving either its own, or the Chapter's objectives; for specific section projects; for overall section programs; or for improving performance and service to members and the planning field.

SELECTION CRITERIA

The selection criteria vary depending upon the chosen award category. The criteria are comparable to the National APA Awards program.

For Comprehensive Planning:

Originality and innovation. Document how your entry presents a visionary approach or innovative concept in addressing the needs of the community or jurisdiction covered by the plan. What innovative practices or measures were used to develop the plan? For example, is there originality in the way new data were collected and incorporated into the plan? Explain how the use of the planning process in this context broadened accepted planning principles within the context of the local situation.

Transferability. Illustrate how the nominated comprehensive plan has potential application for others and how use of your entry's components and methodology would further the cause of good planning.

Quality. What makes this plan worthy of emulation by others? Competitive entries will represent excellence of thought, analysis, writing, and graphics throughout the plan, regardless of budgetary limitations. Indicate how available resources were used.

Content and plan elements. How complete is the plan? What different elements does the plan contain and in what ways does the plan support or connect to other plans or planning mandates.

Public participation. Explain how various public interests were involved and the extent of that involvement. Show how the nominated plan obtained public and private support.

Implementation strategy. How much local political support is there for the plan and its implementation? Is there a separate implementation strategy and, if so, what does it include? What preliminary steps have been taken to help build momentum and public support for following and implementing the plan?

Effectiveness and results. What impact has the planning process or plan or both had on how the community responds to and manages change? Be specific about the plan's impact. For example, what new policies or directions have resulted because of the plan or the planning process used for the plan? What is the level of commitment by elected officials, business and community leaders, citizen groups, and others to follow and implement the plan?

For Best Practice, Grassroots Initiative, and Implementation Categories:

Originality and innovation. Document how your entry presents a visionary approach or innovative concept to address needs. Explain how the use of the planning process in this context broadened accepted planning principles within the context of the situation.

Transferability. Illustrate how the entry has potential application for others and how application of your entry's components and methodology would further the cause of good planning.

Quality. Winning entries will represent excellence of thought, analysis, writing, and graphics throughout the nomination, regardless of budgetary limitations. Indicate how available resources were used.

Comprehensiveness. Specify how planning principles have been observed, especially in consideration of your entry's effects on other public objectives.

Public participation. Explain the level of public participation in this effort. Show how the entries obtained public and private support.

Effectiveness and results. State how your entry addressed the need or problem that prompted its initiation. Convey the level of effectiveness your entry can have over time.

Education and Collaboration (Grass Roots Initiative Category only) Specify how your entry has encouraged community leaders and others to collaborate and embrace the planning process to address the defined need.

Community Acceptance & Support (Implementation Category only) Describe the level of community acceptance toward the initiative including funding and political support received during implementation.

For Public Outreach:

Originality. Document how the program uses new ideas or combines tools to address a demonstrated need for planning information or education within the community.

Quality. Entries need to demonstrate excellence of thought, analysis, writing, and graphics throughout the nomination, regardless of budgetary limitations. Indicate how available resources were used.

Education. Show how the program has increased the understanding of planning principles and the planning process.

Transferability. Illustrate how the entry has potential application for others.

Effectiveness and results. Specify the extent that the program has been effective in implementing plans and ideas.

For Innovation In Best Practices in Sustainability:

Criteria for the Innovation in Sustainability award are based on: *Planning and Innovation, Plan Compatibility, Citizen Participation, Collaboration and Partnerships, Transferability, Measurability, and Social and Economic Concerns.*

Planning and innovation. Sustainability efforts should address a wide range of issues and also meet specific needs. What elements are addressed by the nominated effort in terms of lessening and mitigating adverse impacts from development and everyday living? What was the role of planners in helping to facilitate these efforts? In what other way does the plan or planning effort address the social aspect of a community from aging to minority populations?

Plan compatibility. How is sustainability integrated into the corresponding comprehensive or master plan, district or special-use plan, city recreational plan, economic development plan, capital improvement program, zoning ordinances, or other related initiative? Describe how the sustainability efforts undertaken support the broader needs of the community and surrounding region or address community-wide objectives.

Citizen participation. What was done to ensure the widest variety of resident and stakeholder participation in the plan and planning process? What steps were taken to inform affected residents and ensure collaboration with decision-makers, service providers, and business leaders during the planning process? What efforts were made to engage underrepresented populations such as minorities or moderate- and low-income residents?

Collaboration and partnerships. What strategic partnerships or alliances were developed to help meet the goals and objectives of the nominated effort? What formal and informal steps were taken to engage community leaders and local officials so as to gain broad public support for the plan and its implementation? How have partnerships changed the working dynamic and expanded the support for planning in general?

Transferability. Describe how the nomination's efforts can be adopted and implemented by other jurisdictions.

Measurability. How is success measured and determined? Describe the metrics or evaluation methods being used to gauge success and measure improvements?

Social and economic concerns. How does the nominated effort address not only a community's physical realm, but also its social and economic concerns and issues? How have efforts to improve a community's quality of life been integrated into older neighborhoods and brownfields?