2015 APA Ohio Planning Awards
CALL FOR NOMINATIONS

The biannual awards program is designed to recognize outstanding plans and projects, and people doing excellent work in the planning field in Ohio. Awards are presented at the Chapter’s biannual state conference.

Nominations for the 2015 APA Ohio Planning Awards are now being accepted and must be received by July 20, 2015 to be considered. Awards will be presented at the Keynote Speaker/Awards Luncheon on Friday, September 25 during the APA Ohio Planning Conference in Toledo, Ohio.

Award Categories

Nominations may be made and awards may be given in the following eight (8) categories:

Comprehensive Planning – Large Jurisdiction: to a plan of unusually high merit completed by, for, or within an Ohio jurisdiction with a Census population of 100,000 or more after August 1, 2013.

Comprehensive Planning – Small Jurisdiction: to a plan of unusually high merit completed by, for, or within an Ohio jurisdiction with a Census population of less than 100,000 after August 1, 2013.

Focused Planning Project: to a planning project within the state of Ohio of unusually high merit dealing with a specific subject, e.g. economic development, environment, housing, preservation, transportation, urban design, etc.

Focused Built Project: to an existing built project of unusually high merit contributing to an improved quality of life.

Outstanding Planner: to a professional planner for outstanding achievement and sustained contribution to the profession through distinguished service.

The Allor Award: to a citizen for outstanding achievement and contribution in promoting the principles of planning and the planning process through distinguished service. The award honors Professor David J. Allor for his contributions in promoting citizen planning and education.

Outstanding Community Planning: to an Ohio community, jurisdiction, organization or agency that should be recognized for excellence and continued effort in utilizing the principles of planning and the planning process. The nomination should demonstrate sustained efforts for a minimum of 4 years.

Planning Student(s): to a student or group of students in an undergraduate or graduate planning curriculum who should be recognized, individually or collectively, for excellence on a particular scholarly or community service project.
Selection Criteria

- **Innovation**: Projects should demonstrate creative problem solving by using an innovative approach to the issues related to the project.

- **Transferable**: Projects should be useful models for other planning professionals. The ability of the project to demonstrate appropriate, applicable solutions to common issues and to illustrate successful planning processes will be important.

- **Quality**: Projects should be well presented. Graphic and written materials should be clear, accurate and should communicate the ideas of the plan successfully.

- **Implementation**: Plans should include implementation strategies that are applicable to the context of the plan and be realistic and achievable.

- **Comprehensive**: Plans should address all of the issues relevant to the project. They should encompass, as appropriate, all of the elements of a planning process and all of the variables that will impact the plan’s success.

- **Relevance**: Projects and plans should provide a historical summary outline of issues and problems that led to the development creation of the plan/project.

- **Interactive**: The extent to which decision makers and the general public were involved to resolve conflicts where they existed will be examined.

- **Ohio-Specific**: All nominations submitted must be for projects within the State of Ohio. The Outstanding Planner and Allor Award nominations must be Ohio residents and Planning Student nominations must attend an Ohio college or university.

- **Additional Criteria for the Allor Award**: Contributions made by the nominee should demonstrate an understanding of planning principles and the planning process and an effectiveness in formulating and implementing plans and ideas that furthered the cause of planning.

- **Additional Criteria for the Outstanding Community Planning Award**: The project should demonstrate consistent or sustained effort since the initiation of the project, with a minimum requirement of four years, and should address how the project has changed or improved the community during this time.
**Required Nomination Materials**

- **Nomination Form:** Please complete the online nomination form located at [www.ohioplanning.org/awards](http://www.ohioplanning.org/awards). The information requested in this form includes:
  - Nominee Information
  - Project Information
    - **Nomination Summary:** Provide a short summary of the award nomination in the space provided in the online form [500 words maximum].
    - **Selection Criteria:** Include a narrative of how the nominated project/person meets each of the applicable selection criteria in the space provided in the online form [1500 words maximum].

- **Nomination Documentation:** Please upload the information requested below to a Dropbox folder and enter the link to that Dropbox folder in the space provided in the online form. The Awards Committee will retrieve the files from your Dropbox folder for judging.¹
  - **Project Report:** Submit the relevant project report, plan, class project, C.V., etc.
  - **Photos:** Include up to 10 photos in JPEG format. Please include as high a resolution as possible, as images may be used in future printed materials.
  - **Letters of Support/Recommendation:** Include up to four (4) letters of support or recommendation for your nomination.
  - **Media Coverage:** Include PDF documents of up to five (5) instances of media coverage.

Please label files clearly with the project name and document (e.g., County Plan_Report, County Plan_Photo1, County plan_Letter1, etc.) before uploading to the Dropbox file. The Dropbox file should also be clearly labeled with the project name.

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¹ A free Dropbox account may be created online at [www.dropbox.com](http://www.dropbox.com). Create a folder named with the project name and upload the appropriate files. Click the “share” button to the right of the folder and select the “send link” option to copy the link to your folder. Enter the link into the online nomination form. Please confirm that your link works before submitting the form.
Eligibility

- Only the following entities are eligible to submit nominations for an award:
  - Members of the Ohio Chapter of the American Planning Association.
  - The head of an accredited, recognized planning degree program at an Ohio college or university.

- Nominations may be for someone’s own work or the work of others.

- Any comprehensive plan, focused planning project, focused built project or planning student project nominated must have been completed after August 1, 2013.

- An award will not be given to the same project more than once.

- A member of the APA Ohio Board of Trustees may not receive leadership or citizen awards during his or her term.

- Members of the APA Ohio Awards Committee are not eligible for any awards during the year in which they serve on the committee.

- While it is appropriate for students to submit a project or paper on which a faculty member has given guidance, the topic, any analysis, proposal, recommendations, or graphics should be primarily the work of the student(s).

Procedure and Schedule

- **Submission deadline is July 20, 2015.** Nomination must be received, complete and with all supporting materials, by this deadline to be considered.

- A completed online form and uploaded supporting documentation for each nomination is required for review by the APA Ohio Awards Committee. Only digital nominations will be accepted—please do not submit printed materials.

- All submissions become the property of APA Ohio. No submissions will be returned.

- The APA Ohio Planning Awards Committee will review all nominations for eligibility requirements and evaluation criteria. Submissions that do not meet the minimum submission requirements shall be ruled ineligible and discarded. The awards committee may reassign submissions to another appropriate award category.

- The awards program will be juried by a committee of members from another chapter of APA.

- The APA Ohio Awards Committee procedures prohibit communicating individually to any other committee or jury member on behalf of a nominee; such communication is grounds for disqualification.

- The committee may award co-winners and honorable mentions to nominations that the committee deems deserving. The awards committee is not obligated to select award winners even if submissions are provided in a specific award category.

- **Award winners will be notified no later than August 28, 2015.** Please make every effort for the winner or a representative to attend the awards program.

- Award winners will be announced and presentations made at the Awards Luncheon held during the 2015 APA Ohio Planning Conference in Toledo on September 25, 2015.

- Questions should be directed to Awards Committee Co-Chair Ann Klavora at ann.klavora@shakeronline.com or 216-491-1436.