



American Planning Association
Illinois Chapter

Making Great Communities Happen

2008 Chapter Awards Program
Honoring Excellence in Illinois Planning

Call for Nominations

The Illinois Chapter of the American Planning Association is pleased to invite nominations for the **2008 Chapter Awards Program**. Nominations can be made under one of six (6) general categories: Plan, Program/Project or Tool, Public Education, Implementation of a Plan, Special Community Initiative, or Distinguished Service.

The nomination deadline is close of business on Monday, June 30, 2008. Winners will be presented with an award at the Annual Award Luncheon held during the ILAPA Conference in Champaign on October 30, 2007. If you have questions about the award program contact Rob Kowalski, AICP, Illinois Chapter APA Vice President, at vicepres@ilapa.org.

WHY SUBMIT FOR AN AWARD?

1. The Chapter's Awards Program affirms the value of your planning work and provides opportunities for statewide and local recognition.
2. A multi-disciplinary awards jury provides insight and perspective in the selection of award winners.
3. A formal presentation of all awards will be made at the Chapter's Annual Meeting / Awards Luncheon on October 30, 2008 in Champaign, Illinois. Winners will be invited to attend and receive their award in person. In addition, members of the Illinois APA Executive Committee will be available to present the awards in the community in which the project was conducted, or other appropriate venue identified by the award winner.
4. Submitting an award nomination is easier than ever before. New this year is the option of submitting either hard copy or all electronic submittals!



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AWARD CATEGORIES

Award nominations may be submitted in **one** of the following six categories:

Plan – A plan or planning process of unusually high quality and effectiveness.

Program, Project or Tool – A regulation, program or revitalization effort, other than a plan, that is of unusually high quality and effectiveness.

Public Education – A person, project or program that contributed significantly to the public's understanding of planning or a planning endeavor.

Implementation of a Plan – Implementation of a project or plan that accomplishes its objectives in a substantial, timely and effective manner.

Special Community Initiative – A planning project that transcends the normal "realm" of planning and demonstrates the creative and effective use of the planning discipline in non-traditional situations/applications.

Distinguished Service – An individual (professional or citizen) who has made a substantial contribution to planning excellence.

AWARD NOMINATION CRITERIA

Submit a concise letter explaining how the nominated plan, project or person meets each of the criteria listed below. In this letter also include general background information on the plan, project or person, the role of the planning professional, the basic planning processes utilized, the public involvement techniques utilized in the plan or project and the reasons why you believe the effort is worthy of recognition.

Originality – How were planning processes, public participation techniques or other planning tools creatively applied in the plan or project?

Transferability – How might the techniques/approaches utilized in the plan or project be applied in other planning projects?

Quality – How does the plan or project demonstrate excellence in conceptualization, organization, analysis, writing and presentation?

Implementation – How specific, thorough and/or clear is the implementation component of the plan or project? How do these activities demonstrate the outcomes of the planning process? (**For projects nominated in the implementation category:** also explain the extent to which funding was an issue in the implementation process.)



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Rules and Requirements

ELIGIBILITY

- An APA member must submit the nomination and the agency/entity funding the work must authorize the nomination in writing.
- Nominations may only be made in a single award category.
- Nominations may be submitted for a Chapter Award a maximum of two times.
- Members of the Awards Jury and their employers are not eligible to nominate or be nominated for any Chapter Award.

JUDGING AND ANNOUNCEMENT

- Neither the Awards Jury nor the Chapter is under any obligation to grant an award in each category. The decision of the Awards Jury is final. The Awards Jury may consider a nomination for award in a category other than that indicated by the nominator.
- The Illinois APA Executive Committee will judge nominations for the Distinguished Service Award.
- Award winners will be announced in September 2008 and winners will be invited to the Annual Meeting at the ILAPA State Conference in Champaign, Illinois on October 30, 2008.
- Awards will also be locally presented to the agency/entity funding the work subsequent to the Annual Meeting.

NOMINATION REQUIREMENTS

To make the submittal process easier and less costly, nominators may submit electronic nominations. Nominations can still be submitted in hard copy as well, however. If submitting electronically, submittals must be made available in common electronic formats such as PDF or HTML. Electronic submittals requiring special software (such as GIS, graphic software or modeling applications) will not be accepted. Electronic nominations shall be submitted on CD or DVD. E-mailed nominations will not be accepted.



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Each nomination requires seven (7) of the following:

- The enclosed nomination form;
- A copy of the plan or project either printed or in electronic format. If submitted in digital format, please provide seven CD or DVD copies;
- A concise written statement demonstrating how the planning product fulfills the nomination criteria described above; and
- Any additional information submitted in support of the nomination. Submissions that are not fully collated into nine (7) complete sets (either hard copy or CD/DVD) will not be considered for award.

All application forms must be signed by the nominator and must be accompanied by written authorization of the nomination from the agency/entity funding the work/project (this authorization is not required for "Distinguished Service" award nominations).

For a nomination in the "Distinguished Service" category, please describe the services and/or activities performed by the nominated individual that you believe has made a substantial contribution to the planning profession. A resume of the nominated individual must be included.

Send entries to:

**Illinois APA Awards
c/o Rob Kowalski, AICP
City of Champaign
102 North Neil Street
Champaign, IL 61820**

**Entries must be received by close of business on
Monday, June 30, 2008.**



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**2008 Chapter Awards Program
Nomination Form**

Project Nominated: _____

Funding Agency/Entity Contact: _____

Funding Agency/Entity Address: _____

Telephone: _____ Fax: _____ E-Mail: _____

Award Category (submit only one): _____

Nominator:

The following individual is an APA member, has made the nomination for Award and will serve as liaison and contact for the awards process and notification.

Name: _____ Title: _____

Organization/Company: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone: _____ Fax: _____ E-Mail: _____

Please indicate the names of all other agencies and/or firms involved in the project:

I hereby certify that the work nominated hereby was undertaken and completed by the parties credited and meets the eligibility requirements set forth above. I understand that any nomination that fails to meet any of the nomination requirements may be disqualified.

Signature of Nominator

Date

Please enclose a letter authorizing the nomination from the agency/entity that funded the work.