

**Call For
Entries**

**2008 North Carolina Marvin Collins
Planning Awards**



**Award Nomination Submissions
must be postmarked by May 12, 2008**

Call for Entries

2008 North Carolina Marvin Collins Planning Awards

The 2008 Marvin Collins Planning Awards program is the 30th annual program of the North Carolina Chapter of the American Planning Association (NCAPA) recognizing agencies and individuals that have completed outstanding plans, programs and projects, have excelled as planning students or have made notable contributions to the planning profession. The awards represent the highest standards of achievement in the planning profession in North Carolina.

The late Marvin Collins developed the idea of an awards program in 1975 for the North Carolina Chapter of the American Institute of Planners, which preceded the North Carolina Chapter of the American Planning Association (NCAPA). He gained approval and assumed responsibility for establishing the program. Marvin received a Distinguished Professional Achievement Award from NCAPA just prior to his death in 1998. In 2001, the NCAPA Executive Committee named the program in honor of Marvin in recognition of his service to the Chapter.

The Outstanding Planning Awards for Small Communities are named in honor of the late Brian Benson, who was a strong advocate of planning for small communities. Brian served as NCAPA Vice President for Professional Development in the early 1990s.

Award Categories

Nominations are invited in the following award categories:

Outstanding Planning Awards

Comprehensive Planning

To a plan, program or process of unusually high merit adopted or enacted in the current or past two (2) calendar years.

Implementation

To a highly effective and/or successful plan, project or ordinance implemented or adopted in the current or past five (5) calendar years.

For each of the above categories, awards may be given to: large communities (with a 2000 population of 50,000 or more); small communities (with a 2000 population of less than 50,000); and, to multijurisdictional or regional projects.

Media Award

For excellence in media coverage of planning activities. Media may include newspaper, other print coverage, television, radio, and/or Internet.

Distinguished Leadership Awards

Citizen Planner

To a nonprofessional citizen planner for an outstanding contribution to a planning program or activity.

Elected Official

To an elected official on a governing board who has made an outstanding contribution to a planning program or activity.

Appointed Official

To an appointed official of a planning board, appearance commission, historic commission, or similar board who has made an outstanding contribution to a planning program or activity.

Legislative or Administrative Official

To a legislative or administrative official at the state or federal level who has made significant efforts on legislation, rule-making, or related activities promoting planning programs or projects.

Student Awards

Graduate Student Project

For an outstanding planning project completed by a graduate student or group of graduate students.

Undergraduate Student Project:

For an outstanding planning project completed by an undergraduate student or a group of undergraduate students.

Outstanding Student

To an outstanding student from each branch of the state university system which offers a degree in planning (ASU, ECU, UNC-CH) for exceptional academic studies and initiative in planning. Recipients are selected by the faculty of each university and honored at the Annual Planning Conference.

Professional Achievement/ Service Awards

Robert Reiman

Professional Achievement Award

To an NCAPA member who has contributed significantly to the planning profession through practice, teaching, or writing over a sustained time period.

Philip P. Green, Jr.

Distinguished Service Award

To an NCAPA member who has made a sustained and substantial contribution to NCAPA and/or one of its predecessor organizations.

Chapter Service Award

To an NCAPA member who has made a significant contribution to the Chapter over a period of three or more years.

Chapter Section Award

NCAPA sections wishing to be considered for an award should contact Joe Heard at (252)261-3552 or jheard@kittyhawktown.net.

2008 Special Theme Awards

This year NCAPA invites entries in two special theme categories:

Managing to Grow Award

Consistent with the theme of the 2008 Annual Planning Conference, this award will recognize innovative and/or highly successful efforts to encourage quality growth and economic development. This award may be given to public agencies or community-led efforts adopted or implemented in the current or past two (2) calendar years. Awards may be given for planning and/or for implementation.

Community Development Award

This award recognizes communities and programs that exemplify outstanding planning and achievement in serving low-income neighborhoods and/or disadvantaged minority communities through the use of community development plans or projects. These plans/projects typically identify older neighborhoods that have suffered from disinvestment and offer implementation strategies for redevelopment, improved affordable housing stock, neighborhood revitalization, and economic development. This award may be given to public agencies, non-profit organizations, and/or community development corporations for plans/projects adopted or implemented in the current or past two (2) calendar years. Awards may be given for planning and/or for implementation.

Awards Process

Awards Consideration

Submissions will be reviewed and awards made by the NCAPA Awards Committee. Awards will be made based on the quality of submissions, with consideration given to the judging criteria outlined below. Awards will not necessarily be made in every category. If the quality of submissions merits such action, more than one award may be made in a category and honorable mention recognition may be given. All decisions are final. All award nomination materials become the property of NCAPA. NCAPA reserves the right to display nomination materials and otherwise publicize award-winning submissions, as it may deem appropriate.

Judging Criteria

The following criteria will be applied by the Awards Committee when reviewing award submissions:

Originality: To what extent does the submission or the work of an individual present a visionary approach or innovative concept that results in a meaningful advance in the planning process?

Transferability: To what extent is there a potential application in other areas or to other projects? For individuals, to what extent does their work increase understanding of planning principles?

Quality: To what extent is there excellence in thought, analysis, writing, graphics and ethical planning principles?

Implementation: To what extent is the project effective as evidenced by its degree of postcompletion or postadoption activity? In the case of an individual, to what extent has he/she been effective based on the implementation of his/her plans or ideas?

Comprehensiveness: To what extent have planning principles been observed, especially in consideration of the project's/person's effects on other public objectives?

The Awards Committee may consider additional criteria when reviewing nominations.

Submission and Awards Timetable

Nominators must follow the instructions and submit all requested information in the order and format listed on the Nomination Package Cover Sheet. **All nominations must be postmarked no later than Monday, May 12, 2008.** Entries postmarked after this date will not be considered for awards.

The nomination package should be submitted to:

Karen Smith, AICP
Attn: NCAPA Awards Committee Co-Chair
NC Dept. of Commerce
Division of Community Assistance
31 College Place, Building B
Asheville, NC 28801
Telephone: (828) 251-6914; Fax (828) 251-6918
ksmith@nccommerce.com

Questions about the Awards Program or the nomination submission requirements can also be addressed to Margaret Bessette, Awards Committee Co-Chair, at (336)747-7058 or margb@cityofws.org.

Judging will take place in early summer 2008. The Awards Committee will notify nominators confidentially by August 1, 2008. Official announcements of the award-winning submissions will be made after all nominators have been notified. Award presentations will be made during the 2008 North Carolina Annual Planning Conference in Raleigh in September. Press releases will be sent to the provided contacts (Section F. below) following the awards presentation.

Nomination Submission Package Checklist

Did you include?

- Six (6) collated copies of the nomination package, including cover sheet, summary, narrative, and lists of award nominees and those to be notified
- Six (6) copies of the nominated document or visual/digital media (if applicable)
- Digital images on a CD
- Optional attachments/enclosures



2008 North Carolina Marvin Collins Planning Awards

Nomination Package Cover Sheet

This sheet (or reasonable approximation) must be submitted as the cover of your award nomination package. Submit six (6) collated copies of this sheet and the listed attachments/enclosures. All requested information and listed attachments/enclosures must be provided. Nominations lacking the required information or attachments/enclosures will not be considered.

The nomination package must be postmarked no later than Monday, May 12, 2008.

Section A. Project or Individual/Category/Jurisdiction Size

1. **Name/Title of Plan, Project, Program, or Individual** (as it should appear on the award):

2. **Category:** Check only one (1) of the following.

Outstanding Planning Awards

____ Comprehensive Planning

____ Implementation

____ **Media Award**

Distinguished Leadership Awards

____ Citizen Planner

____ Elected Official

____ Appointed Official

____ Legislative or Administrative Official

Professional Achievement/Service Awards

____ Robert Reiman

____ Professional Achievement Award

____ Philip P. Green, Jr.

____ Distinguished Service Award

____ Chapter Service Award

2007 Special Theme Awards

____ Community Development Award

____ Managing to Grow Award

Student Awards

____ Graduate Student Project

____ Undergraduate Student Project

3. **Jurisdiction Size:** Indicate the appropriate category below.

____ Large community (with a 2000 population of 50,000 or more)

____ Small community (with a 2000 population of less than 50,000)

____ Multijurisdictional or regional project

____ Not Applicable (Individual Awards or Student Project Awards)

Section B. Nominator

Provide the following for the nominator.

Name/Title: _____

Organization: _____

Mailing Address: _____

City/State/Zip: _____

Telephone and Fax Numbers: _____

E-mail Address: _____

Required Attachments/Enclosures

Section C. Summary of Nomination

Provide a 3 to 4 sentence summary of the award nomination to be used in press releases and at the awards presentation.

Section D. Nomination Narrative

Provide a 1 to 2 page narrative of the submission or work of the individual, emphasizing how the nomination meets the judging criteria. The narrative should be organized as follows:

- For **project nominations**, organize under the following headings: setting; process, including time-frame; significance to the planning field; innovations in theory, methodology, publications, accomplishments, and/or practice; and outcomes/ results.
- For **individual nominations**, organize under the following headings: nature of contribution; timeframe, including period of service; significance to the planning field; and leadership.

Section E. Award Nominee(s)

Provide the name of the organization(s) or individual(s) nominated for the award and their contact information. If the submission is for a project or plan, one award certificate is issued to and in the name of the primary governmental body/bodies, board(s), committee(s) or organization(s) that is/are responsible for adopting or directing the project or plan. Others involved in the project, including other jurisdictions, project consultants, etc., can also be recognized with awards. Such additional awards can be obtained by arrangement (and at cost) with the Awards Committee Chair.

Provide the following:

Name of Organization/Individual
(as it should appear on the award)
Contact Person/Title
Mailing Address
Telephone and Fax Numbers
E-mail address

Section F. Press Contacts and Other Persons/Organizations to be Notified

List local media and organization(s) or individual(s), other than those listed in Section E above, to be notified in the event the submission or individual is selected to receive an award. Provide the following:

Name of Organization/Individual
Contact Person/Title
Mailing Address
Telephone and Fax Numbers
E-mail address

Section G: Documents and Images

Provide the following:

- Six (6) copies of the plan, report, document or visual/digital media for review by the Awards Committee. If a printed plan or other document was disseminated to the public and/or used as the basis for adoption, six (6) copies must be included with the nomination. Contact an Awards Committee Co-Chair to discuss unique circumstances.
- One (1) CD with digital images of the project, plan or person involved for use in the Awards Presentation slide show. For individual nominations, at least one image of the person should be provided. For plans and projects, at least three digital images should be provided. Suggested images include: plan cover, important maps, citizen involvement activities and key responsible individuals

Section H. Optional Attachments/Enclosures

- A self-addressed, stamped postcard to be returned to the nominator upon receipt of entry
- News articles, photographs and letters of support (**only if** they explain the merits of the nomination)
- Digital version of the plan or document or web link to the document that could be posted on the NCAPA web site

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