



American Planning Association  
**Pennsylvania Chapter**

*Making Great Communities Happen*

# 2010 Planning Awards Call for Nominations

## *Honoring The Best & Brightest in Pennsylvania Planning*

Dear PA Chapter of APA members, friends & supporters:

The PA Chapter of APA is pleased to invite nominations for the **2010 PA Chapter of APA Planning Awards**, to be presented at the Annual Conference, October 3-5, 2010, in Lancaster, PA. This is a great opportunity to showcase distinguished individuals and successful planning projects – **the best and brightest in Pennsylvania planning!**

Generally, the PA Chapter of APA awards follow the same categories and criteria as the national awards. Winners of the Pennsylvania awards are automatically nominated for the APA awards.

To help with the submittal process to APA, we require information and images to be submitted electronically in a length and format that meets APA’s requirements. In addition, for images, we encourage all applicants of plans, studies, and guides to submit images of maps and drawings that succinctly illustrate the recommendations in their submittal. A **nomination form** plus submission and eligibility requirements are included in this packet. Good luck!

Brian O’Leary  
 Awards Committee Chairman

### **Nominations sought for individuals**

Once again, please give extra consideration to submitting a nomination for a worthy *individual*. Last year, we had a strong pool of nominations for individuals and were able to honor these people in Valley Forge. Many individuals are doing great work around the Commonwealth, often in relative obscurity; so, let’s show them how much we appreciate their hard work by nominating them for an award.

In particular, we should be giving an award to a professional and a citizen planner every year. Think about those who have made a difference in their community, in the planning profession, or in planning practice and nominate these people for an award.

### **Pennsylvania Chapter Awards Committee Members**

**Brian O’Leary, AICP, Chairman**  
 Section Chief, County Planning,  
 Montgomery County Planning  
 Commission

**Robert M. Behling**  
 Chairman, South Heidelberg  
 Township Planning Commission

**Cindy Campbell**  
 Community Planner  
 Pennsylvania DCED

**Graciela Cavicchia, AICP, PP**  
 Director, Planning and Development  
 The Reinvestment Fund

**Denny Puko**  
 Planning Program Manager  
 Pennsylvania DCED

**Brandi Rosselli, AICP**  
 Manager, Planning Services  
 Mackin Engineering

**Vaughn Stebbins, AICP**  
 Associate  
 Johnson, Mirmiran, and Thompson

## AWARD CATEGORIES

Daniel Burnham Award for a Comprehensive Plan

Opportunity and Empowerment Award

Planning Excellence Awards:

- Best Practice
- Grassroots Initiative
- Implementation
- Public Outreach
- Innovation in Best Practices for Sustainability

Planning Achievement Awards:

- For a Hard-Won Victory
- Advancing Diversity & Social Change (Paul Davidoff Award)

Planning Leadership Awards (recognizing individual achievement):

- Professional Planner
- Citizen Planning Advocate
- Elected Official Planning Advocate
- Planning Pioneer Award
- Distinguished Service Award
- Distinguished Contribution Award

Student Project Award

Journalism Award

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## DANIEL BURNHAM AWARD FOR A COMPREHENSIVE PLAN

For a comprehensive or general plan that advances the science and art of planning. The award honors America's most famous planner, Daniel Burnham, for his contributions to the planning profession and to a greater awareness of the benefits of good planning.

The award is given for group achievement and may be made to a planning agency, planning team or firm, community group or local authority. There are no limits on the size of the jurisdiction.

**Criteria:**

- **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 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.** Competitive entries will represent excellence of thought, analysis, writing, and graphics throughout the plan, regardless of budgetary limitations. Indicate how available resources were used in a thoughtful and ethical process.
- **Comprehensiveness.** Specify how planning principles have been observed, especially in consideration of your entry's effects on other public objectives.
- **Public participation.** Explain how various public interests were involved and the extent of that involvement. Competitive entries need to demonstrate a strong effort to solicit input from those who historically have been left out of the planning process. Show how the nominated plan obtained public and private support.
- **Role of planners.** Clarify the role, significance, and participation of planners. Demonstrate the connection between the effort's success and increased awareness in the community of planners and planning.
- **Implementation strategy.** Address what steps have been taken to help build momentum and public support for following and implementing the plan.
- **Effectiveness and results.** State how your entry addressed the need or problem that prompted its initiation. Be explicit about how the results have made a difference in the lives of the people affected. Convey the level of effectiveness your entry can have over time.

### **OPPORTUNITY AND EMPOWERMENT AWARD**

An award will be made for a plan, program, or project that, as a direct result of the effort, demonstrates improved quality of life for low- and moderate-income community residents. Emphasis is on how creative housing, economic development, and private investments have been used in or with a comprehensive community development plan. This award emphasizes tangible results and recognizes the planning discipline and its skills as a community strategy.

Nominees should show how they have overcome difficult community issues. The strategy should employ a variety of actions that maximize increased choice and opportunity. To the maximum extent possible, submissions should involve formal community planning efforts and include physical improvements or interventions (though the latter is not required). The strategy submitted should have been in effect a minimum of three years. Open to APA members and non-members.

#### **Criteria:**

- **Planning.** Explain the role of planners and the planning process in achieving results. How did the submission relate to existing plans (comprehensive, regional, and neighborhood)? What role did planners play in achieving the results? How was the planning process important to subsequent implementation? Finally, how involved in the plan were specific groups and individuals from private, nonprofit, and public perspectives, particularly those who may have been left out of similar efforts in the past?
- **Results.** State how your entry addressed and documented the need for increased economic employment, education, or housing choice or mobility among low- and moderate-income residents in a cost-effective and quality manner. Include the end date, detailed cost and funding data, and when the results were implemented. Information must be included describing how the nominated effort has exceeded any minimum requirements imposed by the source or sources of grants, loans, or other funding, whether government or private, obtained and used by the program, project, or effort.
- **Innovation.** Document how your entry presents a visionary approach or innovative concept to address needs. How is it innovative for the locality and innovative nationally for a given field or

program or practice? For projects using HOPE VI funds, describe how the nomination builds on existing HOPE VI requirements.

- **Transferability.** Illustrate how the nominated entry has potential application for others. What indicates that the approach can be applied elsewhere? Describe how the project uniquely addressed and overcame challenges that are common to contemporary projects.

### **PLANNING EXCELLENCE AWARDS**

The following five awards (Best Practice, Grassroots Initiative, Implementation, Public Outreach, and Innovation in Best Practices for Sustainability) recognize group achievement by a planning agency, planning team or firm, community group, or local authority in helping civic leaders and citizens play a meaningful role in creating communities that enrich people's lives. There are no restrictions on the size of jurisdiction.

#### ***General Criteria:***

Each nomination must address all of the following criteria in addition to the specific requirements (if any) listed for each category:

- **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 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.** Competitive entries will represent excellence of thought, analysis, writing, and graphics throughout the plan, regardless of budgetary limitations. Indicate how available resources were used in a thoughtful and ethical process.
- **Comprehensiveness.** Specify how planning principles have been observed, especially in consideration of your entry's effects on other public objectives.
- **Public participation.** Explain how various public interests were involved and the extent of that involvement. Competitive entries demonstrate a strong effort to solicit input from those who historically have been left out of the planning process. Show how the nominated plan obtained public and private support.
- **Role of planners.** Clarify the role, significance and participation of planners. Demonstrate the connection between the effort's success and increased awareness in the community of planners and planning.
- **Implementation strategy.** Address what steps have been taken to build momentum and public support for following and implementing the plan.
- **Effectiveness and results.** State how your entry addressed the need or problem that prompted its initiation. Be explicit about how the results have made a difference in the lives of the people affected. Convey the level of effectiveness your entry can have over time.

#### **Best Practice Award**

For a specific planning tool, practice, program, project, or process that is a significant advancement to specific elements of planning. This category emphasizes results and demonstrates how innovative and state-of-the-art planning methods and practices helped to implement a plan. Entries may include 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 community planning. The Chapter may choose to grant awards for both implementation tools and specialized plans.

### Grassroots Initiative Award

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 placed on the success of planning in new or different settings. Winning projects will expand public understanding of the planning process.

#### ***Specific Criteria for the Grassroots Initiative Award:***

- **Education.** Establish that your entry has encouraged community leaders to revise their opinions about the varied uses and broad applications of the planning process. State the influence your entry has had on public awareness beyond those immediately affected.
- **Collaboration.** Describe the level of collaboration between leadership and competing interests. Explain how those affected were brought into the planning process for this initiative.

### Implementation Award

For an effort that demonstrates a significant achievement for a single community or a region in accomplishing positive changes as a result of planning. This category emphasizes long-term, measurable results to demonstrate that sustained implementation makes a difference.

Nominated efforts should have been in continuous effect for a minimum of five years.

#### ***Specific Criteria for the Implementation Award:***

- **Sustained improvement.** Indicate the level of consistency of this implementation effort since its start. Detail any change, derailments, or improvements throughout the implementation phase.
- **Funding.** Identify funding challenges or support for this effort. Report any political changes that might affect, for better or worse, the effort's long-term funding.
- **Community acceptance and support.** Describe how the longevity of this effort has increased the community's appetite for planning and the pursuit of similar initiatives. Clarify the extent that this effort's sustained success has been achieved beyond its general audience.
- **Environmental planning and impacts.** Address how the nominated effort identified, evaluated, and addressed potential beneficial and adverse consequences of implementing a project, development, or program on the surrounding environment.

### Public Outreach Award

For an individual, project, or program that uses information and education about the value of planning to create greater awareness among citizens or specific segments of the public.

#### ***Specific Criteria for the Public Outreach Award:***

- **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.** Competitive entries will represent excellence of thought, analysis, writing, and graphics throughout the plan, regardless of budgetary limitations. Indicate how available resources were used in a thoughtful and ethical process.
- **Education.** Show how the program has increased the understanding of planning principles and the planning process. Explain how the results have been measured and internalized.
- **Transferability.** Illustrate how the entry has potential application for others. Describe how widespread application would be in the interest of the planning profession.

- **Effectiveness and results.** Specify the extent that the program, if directed to adults or designed as a general education effort, has been effective in implementing plans and ideas. Show how the program has furthered the cause of sound planning. Provide measurable results if possible or appropriate (for example, pre- and post-outreach effort poll results).

### **Innovation in Best Practices for Sustainability**

For an individual, project, or program that uses information and education about the value of planning to create greater awareness among citizens or specific segments of the public.

#### ***Specific Criteria for the Innovation in Best Practices for Sustainability Award:***

- **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.** Competitive entries will represent excellence of thought, analysis, writing, and graphics throughout the plan, regardless of budgetary limitations. Indicate how available resources were used in a thoughtful and ethical process.
- **Education.** Show how the program has increased the understanding of planning principles and the planning process. Explain how the results have been measured and internalized.
- **Transferability.** Illustrate how the entry has potential application for others. Describe how widespread application would be in the interest of the planning profession.
- **Effectiveness and results.** Specify the extent that the program, if directed to adults or designed as a general education effort, has been effective in implementing plans and ideas. Show how the program has furthered the cause of sound planning. Provide measurable results if possible or appropriate (for example, pre- and post-outreach effort poll results).

## **PLANNING ACHIEVEMENT AWARDS**

### **For a Hard-Won Victory**

For a planning initiative or other planning effort undertaken by a community, neighborhood, citizens group, or jurisdiction in the face of difficult or trying circumstances. This award recognizes the positive effect of hard-won victories by professional planners, citizen planners, or both working under difficult, challenging, or adverse conditions because of natural disasters, local circumstances, financial or organizational constraints, social factors, or other causes.

#### ***Criteria:***

- **Challenges or barriers.** What obstacles, whether physical, natural, political, social, or a combination thereof, were faced and addressed by the nominated effort? What is the extent of these challenges or other adversarial conditions, and what steps were undertaken to meet the difficult circumstances?
- **Available resources.** Identify what resources (financial, personnel, consultants, etc.) were available and how they were managed, leveraged, and deployed?
- **Progress and positive effects.** Describe the lasting effects the effort has had or is likely to have on planning in the community. Be explicit about how the effort removed or mitigated the barriers and obstacles. How has or will the effort shape the future in the community or locale?

### **For Social Change and Diversity (Paul Davidoff Award)**

This award honors a project, group, or individual demonstrating a sustained social commitment to advocacy involving planning for the needs of society's less fortunate members, or for efforts or specific projects by individuals belonging to a minority group or organizations whose membership, staff, or focus is on minority concerns. The award honors the late APA member for his contributions to the planning field.

Winners must have successfully promoted and helped expand diversity within the planning profession, or have promoted and helped expand planning and diversity.

#### **Criteria:**

- **Advocacy.** Describe to what extent the nominee addressed the needs of those that society typically overlooks during the planning process.
- **Effectiveness.** Specify how the nominee's effort has had an impact on the lives of those the nominee is working to help. Indicate how those efforts have touched a wider audience.
- **Diversity.** For nominations addressing diversity issues and concerns, explain what was done to promote diversity within the planning profession or to advance and sustain sound, ethical, and inclusionary planning.

## **PLANNING LEADERSHIP AWARDS**

The following five awards (Professional Planner, Citizen Planning Advocate, Elected Official Planning Advocate, Distinguished Service, and Distinguished Contribution) honor individuals for outstanding, significant, and sustained contributions to, and in support of, planning and the planning profession.

### **Professional Planner**

Recognizes a sustained contribution to the profession through distinguished practice, teaching, or writing. Nominated individuals may not enter themselves and must be employed within the practice of planning, whether in the public, for-profit, or nonprofit sector.

### **Citizen Planning Advocate**

This award recognizes an individual who has advanced or promoted the cause of planning in the public arena. Those nominated may include engaged citizens demonstrating outstanding leadership in a community, region, or state; members of planning commissions, boards of zoning appeals, economic development boards, environmental or historic preservation councils, or other appointed officials. Nominations may also include the more nontraditional roles of citizen activists or neighborhood leaders. Candidates cannot be self-nominated and cannot earn their living as planners.

### **Elected Official Planning Advocate**

This award recognizes an elected official who has advanced or promoted the cause of planning in the public arena. Candidates cannot be self-nominated and cannot earn their living as planners.

#### **Criteria for Professional Planner, Citizen Planning Advocate, and Elected Official Planning Advocate Awards:**

- **Support of planning and planners.** Illustrate how the nominee's work has increased the understanding of the planning process. Indicate how the nominee has shown a clear understanding of, and support for, the role of planners in public life.

- **Effectiveness and results.** Describe the extent that the nominee has been effective in formulating and implementing plans and ideas in support of good planning. Identify the level of influence and effectiveness achieved by the nominee within different segments of the community.

### Planning Pioneers Award

The Planning Pioneer Awards honor individuals whose contributions to planning from at least 25 years ago have significantly and positively redirected planning. The awards are presented to pioneers of the profession who have made personal and direct innovations in American planning that have significantly and positively redirected planning practice, education, or theory with long-term results. Any PA Chapter member may submit another member's name for this award. Candidates may not nominate themselves. Contributions must date back at least 25 years from August 31, 2010.

#### **Criteria for Planning Pioneers Award:**

- **Historic impact on planning.** Describe the nominated person's innovations or new models that directly influenced the future of American planning and explain how these developments significantly and positively redirected planning practice, education, theory, or organization.
- **National significance.** Describe the national impacts or effects of the nominated person's planning contributions.

### Distinguished Service Award

This award is given to a Pennsylvania Chapter member who contributed to the development and mission of the chapter in a substantial manner over a sustained period.

### Distinguished Contribution Award

This award is given to a Pennsylvania Chapter member who contributed to the goals and objectives of the chapter through an extraordinary effort over a short period of time.

#### **Criteria for Distinguished Service & Distinguished Contribution Awards:**

- **Support of the Chapter.** Detail how the nominee's participation in, and contribution to, the Chapter furthered the cause of the organization.
- **Support of Planning.** Specify how the nominee's work increased the understanding of planning principles and the planning process.
- **Effectiveness.** Describe the level of effectiveness the nominee has had in formulating and implementing his/her ideas, subsequently furthering the cause of planning and the chapter.

## **STUDENT PROJECT AWARD**

The Student Project Awards recognize outstanding class projects, planning activities, or papers by a student or group of students. This awards program is intended to recognize exceptional work by the student(s). While it is appropriate to submit a project or paper on which a faculty member(s) has given guidance, the submission should be primarily the work of the students. The chapter may choose to grant awards to both undergraduate and graduate projects.

#### **Criteria:**

- **Innovative:** Originality of concept or appreciable refinement of existing techniques or procedures
- **Transferable:** Potential application to other locations, projects, or areas of planning interest

- **Quality:** Excellence of thought, analysis, writing, graphics, and character of presentation
- **Implementation:** Effectiveness of the work (proposals have been carried out, show promise of being carried out, or demonstrate an effective implementation technique)
- **Comprehensive:** Planning principles have been observed, especially in considering a project's effects on other public objectives.

### **JOURNALISM AWARD**

This award is given for excellent newspaper and magazine coverage of planning issues.

**PA Chapter of APA  
2010 Awards Application**  
**Deadline for submission of all materials is  
4:00 PM, May 21, 2010 at the  
PA Chapter's Harrisburg Office:  
587 James Drive, Harrisburg, PA 17112**



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**Pennsylvania Chapter**

*Making Great Communities Happen*

*The Best & Brightest in PA Planning*

I hereby nominate \_\_\_\_\_  
Name of plan, project, person, or organization being nominated

\_\_\_\_\_  
Name of responsible organization(s) or institution(s) if nomination is a plan, project, program, tool, etc.

**for a 2010 PA Chapter of APA Annual Planning Award. This submission is to be entered as follows:**

**CATEGORY** \_\_\_\_\_

**SUBCATEGORY** (if any) \_\_\_\_\_

**Contact information for the nominated person or organization, or for the responsible organization(s) or institution(s):**

Name, Title _____	Name, Title _____
Organization _____	Organization _____
Address _____	Address _____
City, State, Zip _____	City, State, Zip _____
County _____	County _____

**Information for persons, in addition to those listed above, who merit recognition:**

Name, Title, Organization \_\_\_\_\_  
Name, Title, Organization \_\_\_\_\_  
Name, Title, Organization \_\_\_\_\_

**Information for the nominator:** a nominator may be the nominee listed above, EXCEPT that a nominator for Distinguished Service, Distinguished Contribution, Planning Leadership, Paul Davidoff, and Diana Donald may not be the nominee or a person related to the nominee by blood or marriage:

Name, Title \_\_\_\_\_  
Organization \_\_\_\_\_  
Address, City, State, Zip \_\_\_\_\_  
Daytime Telephone, E-mail \_\_\_\_\_

*I certify that the nominated work was done by the party(ies) credited and meets all eligibility requirements. I understand that any entry that fails to meet submission requirements may be disqualified. The signer must be authorized to represent those credited.*

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

**Did you include four copies of the application, the one-page summary, the two-page narrative, and the complete document, if any? Have you also included two CD with the required application materials?**

# 2010 PA Chapter of APA Awards Guidelines

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## Submission Requirements:

- **4 collated sets of the application and all supporting materials, plus 2 CD's containing all application and supporting materials must be submitted.** An original signed application must be with one of the sets.
- Nominations may be bound in any reasonable manner. **Brevity and simplicity are strongly encouraged.** Nominators are urged to limit submissions in all categories to the equivalent of a one-inch, three-ring notebook. Nominators should consider including only enough referenced information to prove adherence with the published criteria.
- Award winners may be asked to supply additional information to complete with APA requirements.

## All Nominations MUST Include:

1. Completed PA Chapter Awards Application form.
2. One-page summary (200-400 words) that describes the nominated plan, project, or effort (may describe purpose, process, product, responsible parties, etc.), or a one-page resume that describes the nominated person. This one-page summary must also be submitted on a CD in a Microsoft Word document.
3. Two-page narration (400-800 words) of how the nominated plan, project, effort, or person meets each of the published criteria for the category in which the award is sought, or, where no criteria are specified, how the nomination meets the award's intent and purpose. Nominators are encouraged to cite specific examples that illustrate those points. This two-page narrative must also be submitted on a CD in a Microsoft Word document.
4. A complete copy of the nominated document, if appropriate.
5. Submit at least one (1) but no more than five (5) one-page letters of support. Letter(s) should offer support for the value of the nominated effort. Letter(s) may not be written by the nominator of the submission, by the nominated individual or by anyone who directly worked on the project.
6. Comments from APA chapters, divisions, members, and other stakeholders involved with the subject of the nomination are encouraged.
7. All award nominations for individual awards must include at least one (1) recent picture of the individual. Also include five (5) additional photos that are representative of the person's most significant professional work and endeavors. Images must also be submitted on a CD in (JPG format) with each image in a separate file. Captions must be included for each photo, between 15-25 words per caption, in a Word document.
8. All award nominations for the Planning Excellence Awards must include 10 digital, copyright-free images (JPG format). Images should provide context and show the award nomination's positive or intended results. Images should supplement what exists in the submission package. In addition, applicants of plans, studies, and guides are strongly encouraged to submit images of maps and drawings that succinctly illustrate the recommendations in their submittal. Each image is limited to a maximum 600 kilobytes (KB). Captions must be included for each photo, between 15-25 words per caption, in a Word document. Photo collages and PowerPoint presentations are not acceptable.

## Awards Eligibility:

- Awards are open to PA Chapter of APA members and non-members except where noted. Applications should reflect work conducted in Pennsylvania.
- All applications must be signed by the nominator. Submissions lacking the required signature may be disqualified.
- With the noted exceptions of the Implementation Award, and Planning Pioneer Award, any plan, program, project, tool, process, report, or ordinance must have been published, implemented, or completed within three years of the date of submission.
- Nominators must select the most appropriate category for the submission. No changes will be allowed by the nominator after the submission deadline. The Awards Committee may move a submission from one category to another.
- Recipients of a Distinguished Service, Distinguished Contribution, Planning Leadership, or Paul Davidoff award are ineligible to receive the same award for ten years after accepting it.
- Plans, programs, projects, tools, processes, reports, or ordinances are ineligible to receive the same award more than once.
- Any person may nominate or enter plans, programs, projects, tools, processes, reports, or ordinances, as appropriate, for a Planning Excellence award.
- Only PA Chapter members may nominate other members for a Distinguished Service or Distinguished Contribution Award.
- Members of the PA Chapter Awards Committee, staff, Board of Directors, and AICP Commission are not eligible to enter or be nominated to receive individual awards. These individuals may not attempt to influence or affect the outcome of the jury process for projects nominated in other award categories.

Questions? Contact the Pennsylvania Chapter at 717-671-4510 or [info@planningpa.org](mailto:info@planningpa.org)

- The Awards Committee's procedures prohibit any communication with jurors on behalf of a nominee. Such communication is reason for disqualification.
- Winning submissions become the property of the PA Chapter and will not be returned. Exceptions will be considered only upon consultation with the Chapter.

**Submission Deadline:**

Completed nomination entries and all accompanying materials must be received at PA Chapter's Harrisburg office, 587 James Drive, Harrisburg, PA, 17112, by 4:00 PM, May 21, 2010. This is a firm deadline and will not be extended. Application forms and supporting materials received after that date will not be accepted.