



# **2010 Awards for Excellence in Planning & Planner of the Year Award**

## ***(Revised) CALL FOR SUBMISSIONS***

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The Planning Institute of British Columbia (PIBC) presents annual awards for planning excellence and individual member achievement. These awards are designed to recognize the efforts of members of our profession as they shape the communities, land and waters of British Columbia and the Yukon, as well as support and develop the planning profession. In 2010, the awards will be presented in conjunction with the PIBC Annual Conference in Sun Peaks, BC, June 1-4, 2010.

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### **PART I: AWARDS FOR EXCELLENCE IN PLANNING:**

#### **CATEGORIES**

PIBC wishes to encourage entries in the two following categories:

##### ***PHYSICAL PLANS & DESIGN***

Submissions in this category would include property-specific or building-specific plans and designs, urban design plans, neighbourhood concept plans, park/trail plans, historic site plans, other plans with strong design elements, guidelines for implementation, and legislation influencing such plans, and associated educational material.

##### ***COMPREHENSIVE PLANS & POLICY***

Submissions in this category would include official community plans, policy plans for existing neighbourhoods, economic development plans, environmental and resource management plans, social plans, transportation plans, guidelines or legislation influencing such plans, and associated educational materials.

Awards will be granted to projects in the two categories and submissions may be divided into budget categories based on consideration of all submissions. A

**Jury Selection Award** may be granted to recognize submissions that reflect excellence in planning without fitting into the two nomination categories.

Nominators must identify one award category for their project. If required, additional clarifying information may be requested by the Awards Jury, however detailed financial information will not be requested.

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## **AWARDS FOR EXCELLENCE - CRITERIA**

The Jury will evaluate submissions in the **PHYSICAL PLANS & DESIGN** category as follows:

### **Nomination Package (5 points)**

Is the nomination submission clear and concise? Does it provide information as requested and respond to all award criteria?

### **Project Presentation Materials (10 points)**

Are the plans, renderings, presentation material and reports for the project well executed? Do they clearly convey information and is it accurate? Is the associated written material clear and appropriate?

### **Planning Process (25 points)**

Was the planning process used in the project appropriate? Were all relevant issues researched and addressed? Does the plan acknowledge impacts on existing and evolving policies? Were the public, decision-makers, the client(s) and other stakeholders involved at appropriate times and in meaningful ways?

### **Community Impact & Implementation (25 points)**

Does the design solution fit within the community context? Are the design details well thought out? Will the community benefit in the short and long term? Are there trade-offs and what are the impacts? Are there goals or milestones to assess the plan as it is implemented? Is there any follow up or review process anticipated or needed?

### **Innovation & Originality (15 points)**

Is the process visionary, original or innovative? Is the solution or design visionary, original or innovative?

### **Transferability & Professional Impact (10 points)**

Is the process readily applicable to other jurisdictions or similar issues? Does the design solution have significant impact on the profession of planning?

### **Overall Impression (10 points)**

What is the overall impact of the project on the Jury?

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The Jury will evaluate submissions in the **COMPREHENSIVE PLANS & POLICY** category as follows:

### **Nomination Package (5 points)**

Is the nomination submission clear and concise? Does it provide information as requested and respond to all award criteria?

### **Project Documentation Materials (10 points)**

Is the project documentation clear, well organized, and accurate? Is the language appropriate for the intended audience? Are associated graphics appropriate and well integrated into the report?

### **Planning Process (25 points)**

Was the process used in preparing the project appropriate? Were all relevant issues researched and resolved? Does the plan acknowledge impacts on existing and evolving policies? Were the public, decision-makers, the client(s) and other stakeholders involved at appropriate times and in meaningful ways?

### **Community Impact & Implementation (25 points)**

Are the directions and conclusions indicated in the study appropriate for the community? Will the community benefit in the short & long term? Are there trade-offs and what are the impacts? Are there goals or milestones to assess impact of the plan? Is there any follow up or review process anticipated or needed? Does the plan fit within existing legislation? Is it adaptable to future changes?

### **Innovation & Originality (15 points)**

Is the process visionary, original or innovative? Is the solution visionary, original or innovative?

### **Transferability & Professional Impact (10 points)**

Is the process or solution readily applicable to other jurisdictions or similar issues? Does the study have significant impact on the profession of planning?

### **Overall Impression (10 points)**

What is the overall impact of the submission on the Jury?

### **AWARDS FOR EXCELLENCE - ELIGIBILITY**

Entries are encouraged from all PIBC Members with several stipulations:

- The project must have been prepared by or under the direction of a Full, Fellow, or Provisional Member in good standing of the Planning Institute of British Columbia.
  - All nomination materials become property of the Planning Institute of BC and may be published online.
  - The project must have started during the preceding two years and have been:
    - sanctioned by a board, council, planning department, educational institution, or firm, but not necessarily formally adopted by resolution, bylaw, or other legislation;
    - implemented through physical construction; or
    - published by a recognized publisher or public agency.
  - Nominators must select the most appropriate category for their submission. The Jury, by unanimous vote, may move a submission from one category to another.
  - Nominators must provide budget information for their submission and provide a summary of budget allocations. Additional information may be requested for clarification purposes.
  - No amendments to a nomination will be allowed after the submission deadline.
  - Incomplete submissions will not be evaluated.
  - If a project contains several phases and each phase builds on the previous one, the project should be submitted once all of the phases have been completed unless the phase or phases completed to date can be evaluated as a stand-alone project.
  - Suitable presentation quality graphics are encouraged. Up to five photos - in an appropriate graphic format (e.g. PDF, JPG etc.) - should be submitted separately in one file clearly marked Presentation Photos.
  - Letters of endorsement may be included but are not mandatory.
  - An individual project may be submitted only once. However, nominating organizations and individuals may be associated with award submissions for multiple projects.
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### **AWARDS FOR EXCELLENCE - ENTRY REQUIREMENTS**

- Completed Nomination Form
- Written summary (between 5 –10 pages maximum) describing the merits of the entry, including how it meets the criteria listed above.
- Additional descriptive material including plans, illustrations and supporting documents (these may be utilized for display and posted online). Those

making submissions are encouraged to utilize creative presentational design, and supporting visual material in their submission(s).

- In the interests of reducing our impact on the environment, and supporting sustainable practices, submissions MUST be made in electronic form (e.g. PDF document, or similar), and may be submitted either by electronic mail, or on a digital storage device (e.g. CD, memory stick etc.). *Paper or 'hard copy' submissions will NOT be accepted.*
  - PIBC is not responsible for copying, collating, or assembling submission material.
  - Other display materials for presentation purposes may be requested from nominator(s) prior to the awards ceremony.
  - All entry material shall become the property of the Planning Institute of British Columbia and shall be available to PIBC for electronic posting or distribution.
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## **PART II: PLANNER OF THE YEAR AWARD:**

PIBC wishes to encourage entries for the ***Planner of the Year Award***:

The Planner of the Year Award is intended to recognize the efforts of individual PIBC Members and is based on the overall impact of the nominee's work and personal commitment to planning, and the effect they have in their community and within the profession.

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### **PLANNER OF THE YEAR AWARD - CRITERIA**

The Jury will evaluate the nomination of Members for the ***Planner of the Year Award*** based on the following:

- The nominee's ongoing & continued mentoring & guidance of PIBC members.
- The nominee's utilization of unique and innovative approaches to planning in their community.
- The nominee's personal addition to the profession of planning through outstanding individual effort in their community.
- The nominee's commitment to the betterment of their community through the implementation of sound planning practices and process.
- The nominee's leadership by example, and their known high ethical standards.
- The nominee's work to raise the profile of their community.

- The nominee's work to document and preserve the planning history of their community or planning area.
  - The nominee's other community work or community-related efforts that are indicative of a high personal standard.
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#### **PLANNER OF THE YEAR AWARD - ELIGIBILITY**

- Nominees for this award must be a Full Member or Fellow, in good standing, of the Planning Institute of British Columbia.
  - Nominations should include a thorough synopsis highlighting the nominee's career as well as describing how the nominee has shown excellence in planning, commitment to their community and dedication to the profession through one or more of the criteria listed above.
  - Each nomination must be endorsed/supported with the signature of: at least three Full Members or Fellows, in good standing, of the Planning Institute of British Columbia; OR at least two Full Members or Fellows, in good standing, of the Planning Institute of British Columbia AND one community leader.
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#### **PLANNER OF THE YEAR AWARD - ENTRY REQUIREMENTS**

- Completed nomination form
  - Written summary (between 3–7 pages maximum) highlighting the nominee's career as well as describing how the nominee has shown excellence in planning, commitment to their community and dedication to the profession through one or more of the criteria listed above.
  - Additional letters of support or endorsement for the nominee and her/his suitability for the award.
  - In the interests of reducing our impact on the environment, and supporting sustainable practices, submissions **MUST** be made in electronic form (e.g. PDF document, or similar), and may be submitted either by electronic mail, or on a digital storage device (e.g. CD, memory stick etc.). *Paper or 'hard copy' submissions will NOT be accepted.*
  - Please Note: Nominations for the Planner of the Year award are treated as confidential, and are typically made by colleagues, associates, and community members with knowledge of, and experience with the member nominee. Such nominations are typically made without the direct knowledge of the member nominee. Unsuccessful member nominees are not contacted or notified by the Jury.
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## **JURY & SUBMISSIONS:**

### **JURY**

The Awards Jury for all awards is composed of a Committee of eight experienced professional Institute members, appointed by the PIBC Council, representing a variety of planning backgrounds from across British Columbia and the Yukon.

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### **SUBMISSIONS**

The presentation of all awards is based on submissions received. The Awards Jury may choose to not present awards or to present more than one award in each category, as deemed appropriate.

All awards entries must use/include the appropriate **Nomination Form** – available online (PDF download) at: [www.pibc.bc.ca](http://www.pibc.bc.ca)

Complete submissions for all awards must be received, in electronic format as noted above. Deadlines:

#### **Awards for Excellence in Planning:**

Submissions for the Awards for Excellence in Planning must be received on or before **4:00 PM (local) Wednesday, March 24, 2010**

#### **Planner of the Year Award:**

Submissions for the Planner of the Year Award must be received on or before **4:00 PM (local) Wednesday, April 14, 2010**

All entries should be submitted to:

Ms. Leah Hartley, MCIP  
Chair, PIBC Awards Committee and Awards Jury  
c /o Planning Institute of BC  
#110 – 355 Burrard Street  
Vancouver, BC V6C 2G8  
Email: [pibc@telus.net](mailto:pibc@telus.net)

Questions?

Telephone: 604.696.5031 or Toll Free: 1.866.696.5031 or Email: [pibc@telus.net](mailto:pibc@telus.net)