



2017 Planning Awards Program Process for Submittal

The Annual APA-Minnesota Chapter Planning Awards are an exciting opportunity to give credit to outstanding projects and people who have contributed to the planning profession. The awards will be given at the APA-MN Annual Planning Conference on September 27-29, 2017 in Mankato, MN. Winners will be notified ahead of time and asked to attend to accept their award. The process described below is designed to make it easier and faster for nomination forms to be completed, accepted, judged, and awarded. Please submit nominations as follows:

1. Choose a project/person to nominate in one of the below categories (can nominate yourself or a project you were involved in):
 1. Innovation in Planning
 2. Excellence in Community Engagement
 3. Partnerships in Planning
 4. Success Stories in Implementation
 5. Planning in Context
 6. Around the Bend: Response to Change (**new category**)
 7. Outstanding Student Project
 8. Gunnar Isberg Student Scholarship

2. A complete application is one PDF with:
 - Cover form (included on page two of this document)
 - Up to two pages responding to the review criteria outlined below for each award
 - Executive summary of the planning document/process. Do NOT include the full plan. A link can be included.
 - For the Gunnar Isberg Scholarship, enclose all supporting documentation, as listed in the judging criteria

3. Email one PDF to Stephanie Falkers at sfalkers@srfconsulting.com.

4. **Deadline for non-student award submittal is May 5th, 2017 by 5:00 pm.**
Outstanding Student Project and Gunnar Isberg Scholarship deadline is June 2nd, 2017 by 5:00 p.m.

5. Late and incomplete submissions will not be accepted.

6. If you have any questions about submitting, eligibility or evaluation criteria, please contact Stephanie Falkers.

Thank you and the awards committee looks forward to receiving many great proposals!



2017 Planning Awards Program Nomination Form

Minnesota Chapter, American Planning Association

Submission Deadline: Non-Student Awards: May 5, 2017 5:00 P.M.
Outstanding Student Project and Scholarship Deadline: June 2, 2017 5:00 P.M.

Title of Nomination	
Award Category	
Responsible Organization(s) (RO)	
Contact name, telephone & e-mail of RO	
Nominator (if different than RO) name and organization	
Contact name, telephone & e-mail of Nominee	

2017 Chapter Planning Awards

Minnesota Chapter, American Planning Association

Awards Categories and Review Criteria

Innovation in Planning

Innovation occurs when there is a change in the thought process for achieving an outcome. Through innovation, the planning process is renewed and improved with fresh ways of thinking and renewed methods of accomplishing tasks. An innovative plan is one which achieves its role as the leading policy or document for governmental agencies, while pursuing new ways to realize objectives. An innovative plan/project will present a visionary approach to addressing the needs of those it serves. Innovation could be applied to a wide variety of areas, including:

- energy efficiency
- green infrastructure
- conservation
- transportation modes
- sustainable development
- redevelopment opportunities
- job growth
- equitable planning

Review Criteria for the Innovation in Planning Award

- **Originality (30 pts):** Is the project original, innovative and a unique concept?
 - **Implementation (30 pts):** Does the work have the ability of being carried out?
 - **Applicability (10 pts):** Can the results of the project be applied to other areas or projects?
 - **Measurability (10 pts):** Does the project include measurable ways to determine the success of the plan?
 - **Effectiveness (15 pts):** Has the entry addressed the need or problem that prompted its initiation? Could these results make a difference in the lives of the public or in the way planners perform their duties?
 - **Equity (5 pts.):** Does it pioneer new ideas and best practices to reduce disparities?
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Excellence in Community Engagement

Community engagement is a critical piece to all planning and land-use projects. Commitment to inclusive and productive engagement will lead to ultimate project success. This award will honor those communities that instituted successful community engagement as part of an approval process. This award is open to local units of government (cities, townships, and counties), as well as neighborhood organizations and non-profits (or their consultants), for their use of community engagement tools utilized as part of a land-use or planning process. Special attention will be placed on methodologies to include underrepresented populations throughout the process, and the impact thereof.

Review Criteria for the Excellence in Community Engagement Award

- **Innovation (25 pts):** Did the engagement use a unique way to solicit comments from the public? Were non-traditional methods used to promote and conduct the meeting? Were any non-traditional resources used to reach out to often underrepresented populations?
 - **Participation Level (25 pts):** Was there large participation by all affected stakeholders? Was there sufficient time for all points of view to be taken into account? Did all voices have an opportunity to participate throughout the engagement process? How were underrepresented populations engaged throughout the process?
 - **Impact of Participation (20 pts):** How was the participation of the community used? Did the public participation affect the final product? Was something brought forward as part of the public process that otherwise may not have?
 - **Success (15 pts):** Was the community engagement a success? Did it work as planned? Did the process give the decision makers the information needed to approve the project?
 - **Legacy (15 pts):** Is the community engagement process used something that will be used again in the future. Is there buy-in by the community and policy-makers that this process should be continued?
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Partnerships in Planning

This award category recognizes planning efforts that involved a partnership between different organizations. Partnerships involve organizations collaborating to provide differing capabilities and resources to create a desired outcome. Partnerships involve each organization sharing the risk and reward of the collaborative process. Partnerships are important to planning because they facilitate an outcome that could not be accomplished by an individual organization. Successful partnerships result in an outcome that meets the objectives of each of the participating organizations.

Review Criteria for the Partnerships in Planning Award

- **Common Objective (30 pts):** Did the partnership establish a common objective or shared vision?
 - **Meeting Objectives (25 pts):** Did the results of the planning efforts meet the objectives of each of the organizations?
 - **Unique Outcome (20 pts):** Did the project provide an outcome that would otherwise not be possible without the partnership?
 - **Coordinating Leadership (15 pts):** Did the partnership coordinate leadership between the organizations?
 - **Leveraging Resources (10 pts):** Did the partnership leverage the individual capabilities and resources of each organization?
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Success Stories in Implementation

Plans only truly begin to shape communities and influence growth when the vision is successfully implemented. Recognizing that this final step in the planning process may take years, even decades. This award seeks to honor projects that are currently serving as on-the-ground proof of good planning. A representative photo should be included with the submission.

Review Criteria for the Success Stories in Implementation Award

- **Vision (35 pts):** Was the primary vision of the plan achieved?
 - **Guidance (20 pts):** Was the plan used effectively to guide the process?
 - **Funding (15 pts):** Did the plan identify funding sources that were ultimately utilized? If not, how were the funding sources for the implementation of the plan determined/acquired?
 - **Tools (15 pts):** Were the implementation strategies and proposed action items identified within the plan effectively used?
 - **Legacy (15 pts):** Will the project serve as an example of sound planning and effective implementation? Does the plan equitably benefit the community as a whole?
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Planning in Context

This award focuses on the success in tailoring a plan within its given context. While all plans should, and do, take their surroundings into account, this award recognizes plans that go above and beyond in the level of sensitivity of their surroundings, as well as the ability to embrace and take advantage of past, present, or predicted aspects. The project must be unique and demonstrate careful study. Examples of planning in context may include plans that focus upon:

- Historic preservation
- Design or form based guidelines
- Land use and transportation
- Environmental/natural resource preservation
- Sustainability
- Rural communities
- Racial/cultural communities
- Changing demographics

Review Criteria for the Planning in Context Award

- **Information Gathering (35 pts):** Development of the plan involved significant information gathering and public input to ensure that the plan fit within the given context.
 - **Contextual Issues (25 pts):** The plan was successful in addressing and communicating contextual issues.
 - **Community Support (20 pts):** The plan is supported by the community because of its contextual meaning.
 - **Implementation (20 pts):** The plan has the ability to be implemented.
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Around the Bend: Response to Change

The planning environment consistently experiences change, including demographic shifts, funding fluctuations, and new legislation. As planners, we identify mechanisms and processes to adapt and respond to such changes while identifying solutions to the task at hand. These changes can occur during all phases of the planning process, from data collection through implementation or can serve as the catalyst for a planning effort. This category recognizes work that identifies and effectively responds or adapts to change. The award winner will have utilized deliberate strategies to respond to such change while working to create a meaningful process and solution.

Examples could address:

- Demographic shifts
- Changes in legislation
- Policy changes
- Funding changes

Review Criteria for the Around the Bend: Response to Change Award

- **Identified Change (15 pts):** Does the work clearly identify a change impacting the planning process or serving as a catalyst for a planning effort?
 - **Collaboration/Partnerships (10 pts):** What resources or collaboration efforts were utilized to help adapt the process to the experienced change?
 - **Strategy (30 pts):** Was a clear strategy implemented during the planning process to respond/adapt to the experienced change?
 - **Implementation (30 pts):** Does the work have the ability of being carried out?
 - **Applicability (15 pts):** Can the strategy or methodology used in the planning process be applied to other projects experiencing a similar or different type of change?
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Outstanding Student Project*

This category recognizes the superior work that is produced by students in planning programs in Minnesota. A plan or project that has applicability to the planning profession may be submitted. This category will be judged based on originality, transferability from the academic setting to the planning profession, quality, use of collaboration, and effectiveness. A project may be submitted under this category if the majority of the work was completed by a student or a group of students. Students enrolled in a Minnesota collegiate program or who maintain residency in Minnesota are eligible.

Review Criteria for the Outstanding Student Project Award

- **Originality or Innovation (25 pts):** Does the entry present a visionary approach or innovative concept within the broad context of planning?
- **Transferability (25 pts):** Does the entry provide an example for other jurisdictions or planning concepts that could be applied to a wide range of jurisdictions? Or would broader application of this effort's components and methodology further the cause of good planning?
- **Quality (15 pts):** Does the entry show excellence in thought, analysis, writing, graphics, and application of ethical planning principles? Were available resources used in a well-conceived and appropriate format?
- **Collaboration (15 pts):** Did the public participate in the effort or did the student(s) consult with the public or stakeholders outside the academic setting (advisory groups, etc.)?
- **Effectiveness (20 pts):** Has the entry addressed the need or problem that prompted its initiation? Could these results make a difference in the lives of the public or in the way planners perform their duties?

****Students may submit projects in any other above category if they think the project can compete with other professional projects. If a project is submitted in one of the above categories, then it cannot be submitted for the Outstanding Student Project category.***

Gunnar Isberg Student Scholarship

APA Minnesota is offering the opportunity for graduate and undergraduate students to apply for up to \$2,000 in scholarship funds available for use in 2017 or 2018. In order to qualify for the scholarship, the student must be pursuing an education at a school or university in the State of Minnesota in planning or planning related field (such as land use, housing, transportation, public administration, etc.) in a degree program (undergraduate or graduate).

Gunnar C. Isberg (1932-2003)

Education: Roosevelt University, Bachelor degree in Political Science, 1962
University of Illinois School of Law, 1964
University of Illinois, Bachelor degree in in Urban Planning, 1966¹

Gunnar C. Isberg was a mainstay in the Minnesota planning community for most of his career. He spent many years working in the public sector, including the Metropolitan Council, Dakota County, St. Paul, Rochester-Olmsted County, and the Metropolitan Waste Commission. Mr. Isberg also worked for private consulting firms, including SMSQ Consulting, IRC Planners, and Gunnar Isberg and Associates.

Mr. Isberg was active in his local communities and the State. He was elected to the Northfield City Council, and served on the Eagan Planning Commission, Southeastern Rural Initiatives, the energy-land use-transportation committee of the Minnesota League of Cities, the Governor's Committee on Land Use, and the energy and natural resources committee of the National League of Cities. He was a member of the American Planning Association and the Minnesota Planning Association, serving as vice-president of the Minnesota Planning Association, and president of the Minnesota Chapter of the American Planning Association.

Gunnar Isberg authored the book, "Local and Regional Planning in Minnesota" in 1975, with a second edition in 1980. This book was on the syllabus for most college planning courses in Minnesota for two decades. Mr. Isberg also contributed numerous articles to professional publications throughout his career.

The Gunnar Isberg Student Scholarship is awarded to undergraduate or graduate students pursuing an education at a school or university in the State of Minnesota in planning or planning related field. Review criteria include Excellence in Reputation, Excellence in Academic Achievement, Involvement in the Planning Field and Dedication to the Professional Organization outside of school. The scholarship was established by the Isberg family to recognize Mr. Isberg's devotion to planning. The scholarship is aptly named, as Mr. Isberg was passionate about the field of planning. He used his professional and volunteer positions, and his writings as an advocate for the profession, and to educate the public about planning.

Review Criteria for the Gunnar Isberg Scholarship Award

- **Excellence in Reputation (40 pts):** How do peers, co-workers, supervisors, and/or professors view the applicant? Are they highly regarded in all aspects of their life? Do they have specific examples of excellence to speak of regarding the student?
- **Excellence in Academic Achievement (30 pts):** How does the student epitomize excellence in their school work?

¹ Source: <http://prabook.com/web/person-view.html?profileId=294521>

- **Involvement in the Planning Field (20 pts):** Does the applicant make efforts to gain experience in the field and contribute to planning processes and ideas either in an internship, job, or on a volunteer basis? Does the student contribute to the field through academic research, newsletter or paper articles? Are they active in community-level planning efforts?
- **Dedication to the Professional Organization outside of school (10 pts):** Is the student a member of the Minnesota Chapter of the American Planning Association? Have they been active in APA-Minnesota Chapter or National APA?

The scholarship is competitive and is reviewed by the APA-MN Executive Board. The following items must be submitted:

- Cover letter stating how you fit the criteria of the Gunner Isberg Scholarship.
- Proof of enrollment (copy of tuition receipt or current registration card).
- Most recent transcript (copy or original accepted).
- Letter of recommendation from a professor or job supervisor.