



American Planning Association
Oklahoma Chapter

Making Great Communities Happen

OKLAHOMA CHAPTER AWARD NOMINATIONS

OUTSTANDING CITIZEN PLANNER

This award honors an individual or appointed or elected official who has advanced or promoted the cause of planning in the public arena. (Non-Professional Planner)

ELIGIBILITY

Engaged citizens demonstrating outstanding leadership in a community, region, or state; members of planning commissions, board of appeals, economic development boards, environmental or historic preservation boards, commissions or committees, or other appointed officials; elected officials holding office at the local, regional, or state level; citizen activists or neighborhood leaders.

CRITERIA

Originality and innovation. Document how your individual's contribution goes beyond the day-to-day routine and has initiated new ideas, programs, plans, etc.

Effectiveness and results. State how the individual has helped advance the visibility and understanding of planning and has had a positive impact in their community, region, or the state.

**Note: In case that a category receives only one submission, it will not be treated as a de facto winner. All submissions will be graded by the jury and must show signs of merit to be recognized with an award.*



OKLAHOMA CHAPTER AWARD NOMINATIONS

SUBMITTAL REQUIREMENTS

All nominations must be submitted in electronic format through the OKAPA Chapter Dropbox. No hard copies of any nomination materials will be accepted. Your project folder must be labeled with the appropriate award category and name of the project (Ex: Outstanding Plan City of X Comp Plan). If nominating for multiple categories please create separate folders. Please place each of the following electronic files in separate folders within your project folder in the Dropbox.

NOMINATION FORM: The completed APA Oklahoma Award Nomination Form.

SUMMARY DESCRIPTION: One-page summary description of the submission, or in the case of an individual, a one-page resume. If chosen as the award winner, portions or all of the summary description may be used for the video presentation at the Awards ceremony.

AWARD CRITERIA: One- or two-page explanation demonstrating how the submission specifically meets each criterion in the order listed under each award category.

LETTER(S) OF SUPPORT: A least one (1) but no more than three (3) one-page letters in support of the entry from someone familiar with the nomination but other than the nominator and/or staff/consultant.

PROJECT OR PLAN: A digital copy in PDF format of the document for which the nomination is submitted. (May not be applicable to Citizen Planner nomination.) If nominating a long document or a series of plans, please save them as a single PDF. Please do not provide a separate PDF for each chapter or graphic.

IMAGES: Up to Ten (10) high-resolution (1024x768 or larger) digital images in JPEG format of project-related images, such as photos, renderings, maps or other graphics. The images should be representative of the nominated project, person, process, or program. Do not submit pdfs, a PowerPoint presentation or slides for this item. Quality is important because the images will be used in the awards PowerPoint presentation and newsletter. Please also include a document that lists image names and a brief caption for each image. Outstanding Citizen Planner Award nominations should supply at least one image of the individual nominated.

SUBMITTAL METHODS

Nomination Package Submittal: For access to the Dropbox link please contact [Danielle Barker](mailto:danielle.barker@bethanyok.org).

Submittal Dates: May 30, 2018 through July 18, 2018

APA Oklahoma will confirm receipt of your submittal, through e-mail, by 5pm on July 25, 2018.

Questions or Issues with Dropbox Submittals? Contact Danielle Barker by email at danielle.barker@bethanyok.org.

Awards Committee will resolve any questions regarding eligibility and submittal concerns.



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OKLAHOMA CHAPTER AWARD NOMINATION FORM

NOMINATED PROJECT

Category (check one): Outstanding Public Outreach, Program, Project, Tool, Community Initiative
 Outstanding Plan Outstanding Citizen Planner Outstanding Student Project

Plan/Project Title or Citizen Name: _____

Brief Description: _____

Completion/Adoption Date (not applicable to Citizen Planner): _____

Plan/Project Sponsor or Jurisdiction: _____

Other Agencies or Firms Involved (Name and Organization/Firm): _____

NOMINATOR

The Nominator will be considered the primary contact to the Chapter for all decisions made on this nomination.

Name: _____

Title/Organization: _____

Address: _____

Email: _____ **Phone:** _____

SIGNATURE

I acknowledge that the submitted work was done by the parties credited in this Award Nomination Form, and that the work meets the eligibility and nomination submittal requirements. I understand that all winning documents will be placed on the Oklahoma Chapter website under Award Winners.

Signature of Nominator

Date

Printed Name of Nominator