2027 Hoosier Planning Awards

Thank you for your interest in the American Planning Association Indiana Chapter Hoosier Planning Awards! The APA Indiana Chapter seeks to recognize the best planning that Hoosiers have to offer on an annual basis.

This guide will provide you with everything you need to know in order to make a nomination for an APA Indiana Chapter Hoosier Planning Award.

Please be sure to read through this material carefully so that you can accurately fulfill all of the nomination requirements.

We look forward to reviewing your nominations!

SCHEDULE & DEADLINES:

- All required nomination materials must be submitted by Friday, January 8, 2027, at 5:00pm EST.
- Entries received after this deadline will not be considered.
- Winning entries will be notified as soon as possible prior to the Awards Luncheon, which will take place at the Spring Conference.
- More information and registration details will be emailed out soon.
- Email questions to awards@indianaplanning.org.

THIS DOCUMENT IS ORGANIZED INTO THE FOLLOWING SECTIONS:

- Submission Requirements
- General Policies
- Award Categories

NOTES:

- Projects, plans, initiatives, etc., nominated for any category must not have previously won an APA Indiana Chapter Hoosier Planning Award in the category for which they are currently nominated.
- Only projects in Indiana and/or planners who live in Indiana are eligible.

Table of Contents

Submission Requirements 4
General Policies 5
Achievement Awards 6
- Best Practice 7
- Outstanding Comprehensive Plan 8
- Outstanding Economic Development Plan 9
- Outstanding Environmental Plan 10
- Outstanding Transportation Plan 11
- Outstanding Urban Design 12
- Outstanding Grassroots Initiative 13
- Outstanding Implementation 14
- Outstanding Outreach & Communication 15
- Outstanding Student Project 16

Excellence Awards 17
- Outstanding Young Planner 18
- Planning Advocate 19
- Planning Pioneer 20
- Planning Landmark 20

Indiana Planning Sagamore 21

Submission Requirements

The following nomination materials are mandatory for all award categories except the Sagamore Award - which is at the end of this document.

Entries that are missing any of the required materials, or that include materials that do not meet the specifications listed below, will not be considered. Please review your nomination materials carefully before you submit them to ensure that they are complete and within the stated parameters. All submissions will become the property of APA Indiana Chapter and will not be returned.

A. WRITTEN MATERIAL

All written material must be submitted via JotForm using this link.

Fill out all the fields at the link above. Some fields will ask for the following information:

- A 150-word summary of the project or nominee's accomplishments. **Note:** what is written for this summary will be used in the production of the awards presentation if the nominee is selected as a winner, word-for-word.
- A 1250-word explanation demonstrating how the submission meets each of the criteria for the category in which the award is sought. Headings for each criteria category are appreciated.

We recommend typing your answers for the two bullets above in Word and copy/pasting them into the appropriate fields, just to be safe.

B. SUPPORTING MATERIALS & GRAPHICS

All supporting materials and graphics must be uploaded to the Awards' Google Drive according to the following instructions:

Click on this link to open the Google Drive in your web browser.

- Open the folder matching the award category for which you are submitting a nomination, e.g. "04_Environmental-Plan."
- Within that folder, create a sub-folder for your nomination using the name of the project or person being nominated.
- Place all of your required supporting materials and graphics within the folder you created. All of the following materials are required for your nomination to be considered valid:
  1. All non-image materials should be submitted as a DOC or PDF.
  2. A one-page statement in support of the submission. That may be in the form of a letter from an individual. In the case of a plan or project, the individual shall not have been directly responsible for the production of the nominated plan or project. For example, someone who works for the Planning Department or consulting firm that did the plan or project may not submit a letter, but a mayor, council member, plan commissioner, or similar local official may.
  3. Please include a digital copy of all relevant planning/project documents and materials, including the final plan or link to the final plan (where applicable).
  4. Include 10 digital, copyright-free images as either a JPG or PNG. PDFs are not permitted. Each image must be a minimum of 300 dpi and in RGB mode. Landscape format is preferred over portrait format.

General Policies

GENERAL POLICIES:

In addition to the criteria and specifications provided elsewhere in this document, the following general policies will govern the Hoosier Planning Awards:

Nominations – An individual may not nominate themself for an award. Anyone working on a plan or project may nominate that plan or project for an award. Nominators may not be related by blood or marriage to any individual they wish to nominate.

Conflicts of Interest – Members of the APA Indiana Chapter Awards Committee will recuse themselves from evaluation of nominations in a category where their work or that of their employer is nominated. In such cases, the member may still participate in the evaluation of nominations in categories where they or their employer are not nominated.

Award Types – APA Indiana Chapter may award a Winner and an Honorable Mention in each award category. The Chapter reserves the option of awarding multiple Winners/Honorable Mentions in a particular category depending on the number and quality of nominations. The Chapter may also choose not to award any Winners/Honorable Mentions in a category if nominations do not meet the applicable criteria (as specified elsewhere in this document).

Recognition of Winners – APA Indiana Chapter seeks to recognize all participants (consulting firms, local governments, etc.) in the production of a winning nomination as provided in the required list of participants (see Submission Requirements below) and in compliance with the AICP Code of Ethics and Professional Conduct. Any nomination found to be intentionally excluding participants in that list may be disqualified from Hoosier Planning Awards consideration.

Student Awards – Nominations in the Student Project category may be submitted by students or a professor in the program from which the nomination originates. In the case of winning entries for a group of students, one award plaque will be produced for the group with individual insert sheets made available for each student that participated in the winning project.

Additional Awards Plaques – APA Indiana Chapter will produce and present a limited number of plaques to winning entries at the Awards Luncheon. Additional plaques may be purchased after the Luncheon. Information about how to purchase will be provided to the winners by the Awards Committee Chair.

Final Award Selection – The APA Indiana Chapter Awards Committee will produce a set of recommended award winners and transmit those recommendations to the APA Indiana Chapter Board of Directors. The Board will vote to ratify the proposal and the Awards Committee Chair will then notify all nominees of their status.

Achievement Awards

Best Practice

This award is for a specific planning tool, practice, program, project, or process. This category emphasizes results and demonstrates how innovative and state-of-the-art planning methods and practices help to create communities of lasting value.

Examples: 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.

ELIGIBILITY:

Any planning agency, planning team or firm, community group, or local authority helping civic leaders and citizens play a meaningful role in creating communities that enrich people's lives may submit a nomination.

Nominated practice should have been completed in the last three (3) years before the nomination deadline.

CRITERIA:

- Originality and innovation — Document how your entry presents a visionary approach or innovative concept to address specific needs. Specify how planning principles have been observed, especially in consideration of your entry's effects on other public objectives.
- Implementation and transferability — Address what steps have been taken to build momentum and public support for your entry. Illustrate how your entry has potential application for others and how use of your entry's components and methodology would further the cause of good planning.
- Engagement — Explain how various public interests were involved and the extent of that involvement, including those who historically have been left out of the planning process. Show how your entry obtained public and private support. 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.
- 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.
- Diversity, Inclusion and Equity — Entries should demonstrate new or sustained commitment to the values of diversity, inclusion, equity and multiculturalism by documented efforts that go above and beyond the routine expectations of a project or program. Share how the diversity and inclusioncentered initiative has raised awareness and inclusion to create a more equitable community in the future.

Outstanding Comprehensive Plan

This award honors comprehensive plans representing significant advancement of long-range planning in the state. Plans may be made by a planning agency, team, firm, community group, or local authority.

ELIGIBILITY:

Open to APA members and non-members. 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 jurisdiction. Nominated plan should have been completed in the last three (3) years before the nomination deadline.

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.
- Quality — Explain how your plan is state-of-the-art in terms of presentation and methodology.
- Identify what makes this plan exceptional or stand out compared to other comprehensive plans.
- Engagement — Explain how various stakeholder 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.
- Implementation and Effectiveness — Address what steps have been taken to build momentum and public support for following and implementing the plan. 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. State the positive or unintended outcomes.
- Promotion of Planning — 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.

Outstanding Economic Development Plan

This award honors efforts to transform economies and stimulate economic development in communities of all sizes.

Examples: Economic development plans, economic recovery initiatives, urban and regional economic analyses, commercial district revitalization, corridor revitalization, town center developments, and strategic plans for economic development; market studies, etc.

ELIGIBILITY:

Open to APA members and nonmembers. Nominated plan should have been completed in the last three (3) years before the nomination deadline.

CRITERIA:

- Originality and innovation — Document how your entry presents a visionary approach or innovative concept to address specific needs. Specify how planning principles have been observed, especially in consideration of your entry's effects on other public objectives.
- Implementation — Address what steps have been taken to build momentum and public support for your entry. Illustrate how your entry has potential application for others and how use of your entry's components and methodology would further the cause of good planning.
- Integration — Describe how your entry has been integrated into other planning efforts such as a corresponding comprehensive or master plan or other related initiatives. Detail how your entry will help further the cause of good planning and support the broader needs of the community and surrounding region.
- Engagement — Explain how various public interests were involved and the extent of that involvement. Show how your entry obtained public and private support. Clarify the role, significance, and participation of planners and any outcomes in terms of helping gain public support of planning.
- 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.

Outstanding Environmental Plan

This award honors efforts to create more sustainable and greener communities that reduce the impact of development on the natural environment and improve environmental quality.

Examples: Green infrastructure plans; resource conversation efforts; alternative energy programs; climate action plans and disaster recovery plans; public health initiatives; sustainability plans.

ELIGIBILITY:

Open to APA members and nonmembers. Nominated plan should have been completed in the last three (3) years before the nomination deadline.

CRITERIA:

- Originality and innovation — Document how your entry presents a visionary approach or innovative concept to address specific needs. Specify how planning principles have been observed, especially in consideration of your entry's effects on other public objectives.
- Implementation — Address what steps have been taken to build momentum and public support for your entry. Illustrate how your entry has potential application for others and how use of your entry's components and methodology would further the cause of good planning.
- Integration — Describe how your entry has been integrated into other planning efforts such as a corresponding comprehensive or master plan or other related initiatives. Detail how your entry will help further the cause of good planning and support the broader needs of the community and surrounding region.
- Engagement — Explain how various public interests were involved and the extent of that involvement. Show how your entry obtained public and private support; particularly if issues of environmental justice were addressed. Clarify the role, significance, and participation of planners and any outcomes in terms of helping gain public support of planning.
- 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.

Outstanding Transportation Plan

This award honors efforts to increase transportation choices for all populations, reducing dependence on private automobiles and helping to ease congestion and reducing climate change impacts.

Examples: Transportation studies; plans for pedestrian, streets, highways, aviation, parking, maritime, freight, transit or rail; development and expansion of transportation systems; development and expansion of trail systems, etc.

ELIGIBILITY:

Open to APA members and nonmembers. Any organization, private firm, or others involved in transportation planning projects may submit a nomination. Nominated plan should have been completed in the last three (3) years before the nomination deadline.

CRITERIA:

- Planning and innovation — Describe the critical transportation elements that are addressed by your entry in terms of lessening or mitigating adverse impacts from development and everyday living. Illustrate how the role of planning or planners were involved in the development process of your entry.
- Compatibility — Demonstrate how your entry integrates transportation planning into community planning. Describe how your entry connects to both environment and the economy.
- Engagement — Describe the public education and participation process. Describe how support was generated for your entry.
- 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 people affected and benefits the overall community.

Outstanding Urban Design

This award honors efforts to create a sense of place, whether a street, public space, neighborhood, or campus effort.

Example: Streetscape plans; public space plans; hospital, college or other campus plan.

ELIGIBILITY:

Open to APA members and nonmembers. Nominated design should have been completed in the last three (3) years before the nomination deadline.

CRITERIA:

- Originality, Excellence 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.
- Compatibility — Demonstrate how your entry integrates and supports the overall planning goals of the neighborhood or community.
- Effectiveness and Results — Describe how your entry has made a difference in the lives of the people affected. Convey the level of effectiveness your entry can have over time.
- Engagement — Explain how various public interests were involved and the extent of that involvement. Describe the level of collaboration between leadership and competing interests.
- Explain how those affected were brought into the planning process for this initiative.

Outstanding Grassroots Initiative

Honoring an initiative that illustrates how a neighborhood, community group or other local non-governmental entity utilized the planning process to address a specific need or issue within the community. Emphasis is placed on the success of planning in new or different settings, with total project budget (including staff, consultant, and direct expenses) not exceeding $75,000.

Examples: Community policing or drug prevention, neighborhood outreach initiatives, programs designed for special populations, public art or cultural efforts, community festivals, environmental or conservation initiatives, summer recreational initiatives for children, vacant lot management, transportation innovations, or focused tourism ventures.

ELIGIBILITY:

Open to APA members and nonmembers. Nominated initiative should have been completed in the last three (3) years.

CRITERIA:

- Effectiveness and results — State how your entry addressed the need or problem in a visionary or innovative manner that prompted its initiation, within a budget not exceeding $75,000. 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.
- Engagement — 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. Describe the level of collaboration between leadership and competing interests. Explain how those affected were brought into the planning process for this initiative.
- 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. Demonstrate the connection between the effort's success and increased awareness in the community of planners and planning.

Outstanding Implementation

Recognizing an effort that demonstrates a significant achievement for an area — a single community or a region — in accomplishing positive changes as a result of planning. This award emphasizes long-term, measurable results. Nominated efforts should have been in continuous effect for a minimum of three (3) years, not including the time for plan preparation and approval.

Examples: Plans for smart growth, signage, farmland preservation, urban design, wetland mitigation, resource conservation, capital improvements, citizen participation, neighborhood improvement, transportation management, or sustained economic development.

ELIGIBILITY:

Open to APA members and nonmembers. Nominated efforts should have been in continuous effect for a minimum of three (3) years, not including the time for plan preparation and approval.

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.
- Effectiveness — Indicate the level of consistency of this implementation effort since its start. 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.
- Overcoming challenges — Address what steps have been taken to build momentum and public support for your entry. Detail any changes, derailments, or improvements throughout the implementation phase. 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.
- Engagement — Explain how various public interests were involved and the extent of that involvement. Describe how your entry obtained public and private support. Clarify the role, significance, and participation of planners.
- Achievement — 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.

Outstanding Outreach & Communication

This award honors 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. The award celebrates how planning improves a community's quality of life.

Examples: Broad community efforts showing how planning can make a difference; curricula designed to teach children about planning; neighborhood empowerment programs; use of technology to expand public participation in planning; newspaper articles or a series of blog posts; publications (books or magazines); websites; podcasts; or films. Nominated project should have been completed in the last three (3) years before the nomination deadline.

ELIGIBILITY:

Open to APA members and nonmembers.

CRITERIA:

- Demonstrate the connection between the effort's success and increased awareness in the community of planners and planning.
- Support of planning and planners — Describe how your entry has built support for planning and increased understanding of the planning process. Describe why this effort was undertaken and the desired outcomes.

Outstanding Student Project

This award is given to an outstanding paper or class project by a student or group of students. Nominations may demonstrate the contribution of planning to contemporary issues, demonstrate the application of the planning process, or present applied research.

ELIGIBILITY:

Students in accredited and non-accredited urban planning programs are eligible for this award. Also, projects from programs in allied professions such as architecture, landscape architecture, or civil engineering with an emphasis on urban design or planning are eligible. Nominated project should have been completed in the last three (3) years before the nomination deadline.

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

Excellence Awards

Outstanding Young Planner

The Outstanding Young Planner award recognizes outstanding early-career professionals in the field of urban and regional planning. This award honors individuals under 35 who have demonstrated exceptional innovation, leadership, and dedication in shaping sustainable, inclusive, and forward-thinking communities. Recipients of this award have made significant contributions to planning practice, research, or advocacy, showcasing a passion for positive change and a commitment to the future of the built environment.

ELIGIBILITY:

- Age Limit — The candidate must be under a certain age threshold, typically defined by the organizing body, to qualify as a "young" urban planner. The age limit is 35 years old or younger.
- Educational Qualifications — The candidate should possess a bachelor's degree or higher in a relevant academic major such as urban planning, landscape architecture, architecture, urban geography, environmental studies, or a related field.
- Professional Experience — The candidate must demonstrate a track record of professional experience in urban planning. This could include work in governmental agencies, consulting firms, non-profit organizations, or academic institutions. While there may not be a strict minimum requirement for years of experience, typically, nominees should have a substantial history of active involvement in urban planning projects.
- Membership — The candidate must be a current member of APA-IN.

CRITERIA:

- Noteworthy Projects — Candidates should have played a significant role in planning and executing innovative, impactful, and successful urban planning projects. These projects could encompass various aspects of urban development, such as transportation, housing, land use, sustainability, or community engagement.
- Leadership and Innovation — The candidate should demonstrate leadership qualities and innovative thinking in their approach to urban planning challenges. This might include spearheading initiatives, introducing novel methodologies or technologies, or advocating for progressive urban policies.
- Contribution to Community — The nominee should have made tangible contributions to improving the quality of life in urban communities. This could involve promoting social equity, enhancing environmental sustainability, fostering economic development, or revitalizing blighted areas.
- Professional Recognition — Recognition from peers, supervisors, clients, or stakeholders within the urban planning field is important. This could include awards, commendations, publications, presentations at conferences, or participation in professional associations.
- Ethical Standards — The candidate should adhere to high ethical standards in their professional practice, including integrity, transparency, and a commitment to serving the public interest.
- Letters of Recommendation — Two letters of recommendation are required from colleagues, supervisors, or mentors who can attest to their qualifications, accomplishments, and contributions to urban planning.

(continued on the next page)

Planning Advocate

- Professional Development — Evidence of ongoing professional development and a commitment to staying abreast of developments in the field of urban planning through continued education, training programs, or involvement in professional organizations.
- Impact and Sustainability — The candidate's work should demonstrate a clear positive impact on the urban environment, with a focus on creating sustainable, resilient, and livable communities for present and future generations.
- Communication Skills — Strong communication skills, both verbal and written, are essential for effectively conveying ideas, engaging stakeholders, and advocating for urban planning initiatives. This could include public speaking, writing reports, conducting presentations, or engaging with the media.
- Advancing Diversity, Equity, Inclusion, and Accessibility — Shown evidence at diversifying planning processes to include vulnerable and marginalized members of the community and those who are traditionally underserved.

These requirements collectively ensure that the recipient of the Outstanding Young Urban Planner Award is a deserving individual who has made significant contributions to the field of urban planning and shows promise for continued success in shaping the future of cities and communities.

This award honors an individual, appointed, or elected official who has advanced or promoted the cause of planning in the public arena.

Examples: 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; elected officials holding office at the local, regional, or state level; citizen activists or neighborhood leaders.

ELIGIBILITY

Individuals may not self-nominate and cannot earn their living as a planner. APA membership is not required.

CRITERIA

- 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 Pioneer

This award recognizes the contributions of individuals or planning organizations or firms that have made personal and direct innovations in America planning that have significantly and positively redirected planning practice, education, or theory with long-term results.

ELIGIBILITY:

Open to APA members and nonmembers; planning firms, planning organizations and agencies may also be nominated. A nominated individual's contributions must date back at least 25 years from the nomination deadline. Individuals may be nominated posthumously. Planning firms, organizations, or agencies must have been established for more than 10 years.

CRITERIA:

- Historic Impact on Planning — Describe the nomination'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.
- Individual's National Significance (Answer if nominating an individual) — Describe the national impacts or effects of the nominated individual's planning contributions.
- Planning Firm or Organization's National Influence (Answer if nominating a planning firm, agency or organization) — Detail the firm or organization's ongoing positive influence on the direction and professional advancement of planning. Examples may include: collaborating among other design disciplines, innovations in practice, or advancing the art and science of planning. How has the firm or organization advanced previously pioneering work using new methodologies, and/or influenced the use of technology in planning applications. Identify the number of planners on staff.

Planning Landmark

Recognizing a planning project, initiative, or endeavor that is historically significant and that may be used or accessed by the public.

ELIGIBILITY:

Nominated landmarks must date back at least 25 years from the nomination deadline.

CRITERIA:

- Historical significance — Explain the nomination's historical significance in terms of at least one of the following: pioneering work or a documented first; historically significant, unique, and outstanding; having initiated a new direction in planning that has had a lasting effect or other impact; having an impact on American planning, cities, or regions during a broad range of time, space, or both time and space.
- National significance — Document the effect or impact the nominated landmark had on planning in the United States as a whole and creating communities or other places of lasting value throughout the country. Who were the significant planners or others who were involved or responsible for the accomplishments of the nominated landmark?

Indiana Planning Sagamore

Being named as an Indiana Planning Sagamore is the highest distinction bestowed on a planner by the American Planning Association Indiana Chapter. This honor recognizes the achievement of the planner as an individual, elevating the Planning Sagamore as a model planner before the public and the planning profession. The objective of the Indiana Planning Sagamore award is to honor those professional planners in Indiana who have made significant contributions to their profession and their community.

QUALIFICATIONS FOR NOMINATION

Any planner who is a member of American Planning Association Indiana Chapter may nominate someone to become an Indiana Planning Sagamore. A planner may not nominate themselves. The nominator will assist the nominee in preparing the nomination package and will write a letter of nomination. The minimum requirements for eligibility as an Indiana Planning Sagamore are:

- Members of AICP at least 10 years.
- Member of AICP in good standing (dues paid, CM requirements up to date, and no ethics violations).
- Outstanding contributions reflecting innovation and excellence in the profession across the span of the individual's entire planning career. These contributions must demonstrate accomplishments above and beyond the usual competencies required in the individual's normal professional planning activities, roles, and achievements.

In addition, there are certain criteria that all planners, particularly AICP members, should achieve as outlined by the AICP Code of Ethics and Professional Conduct. In order to qualify as an Indiana Planning Sagamore, the nominee must exhibit:

- Exceptional and sustained leadership, resulting in a readily definable change to a place, people, or process.
- Innovation and excellence in creating consensus and support for a planning activity that has led to community improvements.
- An evident legacy for their profession, community, and society, such as an impact that has created or shown potential to provide a benefit to their profession, community, and society.
- Exceptional accomplishments in planning over the extent of their career or an extended period.
- Clear significance of the nominee's unique role in the work is mentioned throughout the nomination.

SELECTION PROCESS

The American Planning Association Indiana Chapter Awards Committee will review Sagamore nominations for completeness and quality. The nominations will then be submitted to the American Planning Association Indiana Chapter Board. The voting members of the Board will make the final decision on the nominations. Recipients of the Indiana Planning Sagamore will be recognized at the American Planning Association Indiana Chapter spring conference, during the Awards Luncheon.

CATEGORIES OF CONTRIBUTION

The categories in which excellence must be demonstrated are detailed below. The nomination should document achievements in these categories in the required statement of accomplishments. The nominee's accomplishments should be presented by category.

PROFESSIONAL PRACTICE/RESEARCH

Professional practice should reveal individuality and mastery of the techniques of planning for small- or large-scale projects in private or public practice, outstanding contribution to policy formulation and analysis, as well as the production and implementation of plans. Research should reveal outstanding contribution to the theoretical basis of the planning profession, application of theory to policy and plan development, and contributions to improving the built environment and preserving the natural environment. Contributions as a leader, creativity in policy formulation and implementation, and sustained performance of high-quality work are significant in this component of the award.

Main criteria for judging:

- Accomplishments in planning over a period of time
- Completed works proclaim individuality and mastery of the principles of planning

- Projects demonstrate outstanding quality, professional leadership, and transferability
- Evidence of influence of planning practice and the impact which such practice has had on improving the quality of communities and public life specific application of research on the planning practice

Specific category requirements and emphasis:

- List awards from APA, APA Indiana Chapter or other organizations including examples of leadership in advancing innovation and excellence in design
- Clearly identify the nominee's role in each project cited
- Explain the significance of completed works
- List and reference specific research activities, cite published materials or other original work

LEADERSHIP

The nominee should demonstrate visionary leadership through effective project management or guidance of a group. The nominee should have demonstrated dedication to the larger group, and have been creative and resourceful in training and developing the group as a whole. Supporting material should indicate how the nominee empowered and inspired others and accomplished and implemented a goal or project.

Main criteria for judging:

- Influence and contribution to the advancement of the profession of planning
- Personal leadership role or administrative ability demonstrated in the accomplishment of a project initiation or design, policy formulation, or planning

Specific category requirements and emphasis:

- List leadership positions/roles and describe how the nominee was a leader (e.g., motivator, inspiration, etc.) in those positions
- Describe leadership skills, qualities, and demonstrated leadership that occurred outside of a leadership role

PUBLIC/COMMUNITY SERVICE

The nominee should have made an outstanding contribution to the advancement of the profession and principles of planning. The nominee should have contributed to the public good by serving professional organizations, local communities, state or national organizations and programs, and going beyond a basic membership role.

Main criteria for judging:

- Accomplishment over a period of time
- Influence of this work on the profession of planning and contribution to public advancement of the profession
- Involvement in professional and community organizations

Specific category requirements and emphasis:

- List and explain specific activities in organizations, agencies, and/or political offices promoting planning and its value
- Nominations must include a brief description, such as mission statement, of organizations they serve on a voluntary or professional basis

TEACHING AND MENTORING

The nominee should have influenced and contributed to the advancement of the profession of planning and evidence of this by students, the profession, the public, and other societies.

Main criteria for judging:

- Accomplishments over a period of time
- Specific influence on the profession of planning
- Personal leadership role demonstrated in the accomplishment of advancing education and the profession
- Exceptional commitment to providing planning education at all levels

Specific category requirements and emphasis (appropriate items may include):

- Specific activities promoting planning and its value
- Innovative teaching methods in or outside the classroom and the influence these had on the understanding of the principles of good planning

INDIANA CONTRIBUTIONS

The nominee should have contributed to the advancement of planning in Indiana, through policy formulation and implementation, applicability to other communities, model projects, or research involving Indiana communities.

Main criteria for judging:

- Contribution to the advancement of planning in Indiana
- Evidence of educating consumers of planning in Indiana about the planning process and its benefit to the community

Specific category requirements and emphasis (appropriate items may include):

- Articles or interviews that demonstrate an effort to educate the public about planning
- Workshops or other public processes which advanced planning in an Indiana community
- Development of model projects or policies that demonstrate the importance of planning in Indiana

SUBMISSION REQUIREMENTS (FOR SAGAMORE ONLY)

The following materials must be submitted as part of a nomination for the Indiana Planning Sagamore. If any of the required components are not part of the nomination, it may be rejected by the Awards Committee. All non-images documents should be submitted as a DOC or PDF.

1. A cover letter nominating an eligible Indiana urban planner — The letter must also provide a signature line for the nominee.
2. A statement highlighting the nominee's accomplishments — The statement must cover each of the areas of criteria for the Indiana Planning Sagamore Award:
    - Professional Practice/Research
    - Leadership
    - Public/Community Service
    - Teaching and Mentoring
    - Indiana-specific contributions
3. Annotated Resume — A resume of education and professional planning positions must also be included in the nomination package.
4. AICP Membership Documentation — Provide the AICP Number and date of acceptance into the Institute.

5. Five letters of reference — The cover letter from the nominator required above counts as one of the letters. Three of the letters (one each) must be from the following individuals:
   - Professional planner (other than the nominator)
   - Citizen Planner or elected official
   - Former student or mentee

   The other letter of reference may come from other sources that can attest to the nominee's professional planning experience. Each letter of reference should include contact information for the reference and a description of the reference's relationship to the nominee.
6. 50-word summary — The nominator shall include a statement of 50 words or less describing the nominee's accomplishments. Expect that this statement will be used as the nominee's introduction in the event that they are recognized as an Indiana Planning Sagamore.
7. Include 10 digital, copyright-free images of the planner and/or their work as either a JPG or PNG. No PDFs will be accepted. Each image must be a minimum of 300 dpi and in RGB mode. Landscape format is preferred over portrait format.
8. Nominations — Should be submitted in electronic form via the Awards' Google Drive following the steps below:
   - Click on this link to open the Google Drive in your web browser.
   - Open the "15_Sagamore" folder.
   - Within that folder, create a sub-folder for your nomination using the name of the person being nominated.
   - Place all of your required supporting materials and graphics within the folder you created. **You do not have to use the JotForm required for the other award categories**.