



SCUP EXCELLENCE IN PLANNING AWARD CALL FOR ENTRIES

Description

The Excellence in Planning Award recognizes that comprehensive campus planning and design are collaborative and involve campus planners, architects, administrators, faculty, professional consultants and many stakeholders. The categories are:

- Excellence in Planning for a New Campus
- Excellence in Planning for an Established Campus
- Excellence in Planning for a District, or Campus Component
- Excellence in Planning for Preservation or Restoration

Eligibility Requirements

This juried competition is open to professional service providers and institutions that have prepared designs or plans for two year and four year colleges, universities, academic medical and research centers, public or private institutions. Entries are accepted from member and nonmember consultants or institutions. Submittals must be made by a team including the institution and the planning professional(s). While we recognize that some plans may take years to implement, it must be evident in your submittal that a significant event that illustrates support for the long-range vision has been implemented. This could include a strategic physical change to the campus such as new facilities, a change that triggered expansion, executive board actions, or the establishment of a new strategic partnership.

Awards

The Honor Award is the highest award. Merit Awards, Special Citations or Honorable Mentions may be awarded depending upon the quality of the submittals.

Preparing Your Entry

Submittals are due Friday, February 27, 2009. You will need Adobe Reader 9.0 to access the entry forms and you can download it here <http://www.adobe.com/products/acrobat/readstep2.html> You should copy the PDFs to your desktop as a working copy, create new PDFs and submit them when they are completed. If you prefer to use a word document, contact the staff named below. Your entry must be submitted in two separate PDF files. Each PDF should be labeled with your project name and PDF #1 Background Data and PDF#2 Submittal. (Example: Jones College PDF#1 Background Data and Jones College PDF#2 Submittal). The Background Data is general project data and also where you will list consultant(s). It is only seen by the SCUP staff until after jury deliberations. The Submittal is the material that the jury will review. Identity of the consultant(s) must be concealed in this PDF. The Institutional Statement should be inserted in this part of the entry (see the guidelines below). Please ensure that the institution does not mention the identity of the consulting firms or individuals in the statement. You may conceal or black out any names yourself before submitting it if necessary. Your contact person will receive notification within 24 hours of receipt of your submittal.

Jury Procedure

SCUP staff checks the entries for completeness, payment and assigns a number to each entry. A file is created for each entry and jurors are given electronic access to it. They review the entries individually on their computers and create a shortlist of those they would like to discuss during

the in-person deliberations. During their two-day meeting, entries are shown on a screen, discussed, compared and decisions are made on winners in each category. The jury may move an entry to another category if it seems to show stronger there. Results are made public with one week after jury deliberations.

Sending in your Entry and Payment

When completed, email your PDFs to awards.entry@scup.org or save them to a CD and send, along with your entry fee, to: SCUP, Excellence Awards, Attn: Betty Cobb, 339 East Liberty, Suite 300, Ann Arbor, MI 48104, USA by February 27, 2009. Include the name of your organization and name of the project. It must be received by midnight February 27, 2009. There is a place on the Background Data PDF to enter a credit card payment (American Express, Visa, and Master Card) or to indicate that you will be sending a check (make payable to SCUP). The entry fee is \$300 US for SCUP members; \$350 US for nonmembers. You may pay for multiple entries with one check or one credit card transaction – please indicate the number of entries you are submitting in the payment section of the Background Data PDF.

2009 Award Schedule

Submittal must be received by February 27, 2009. Winners will be notified by April 6, 2009.

For further information contact

Society for College and University Planning

Betty Cobb, phone 734.998.6595; betty.cobb@scup.org or

Martha Marotta, phone 734.998.6235; martha.marotta@scup.org

PDF#1 BACKGROUND DATA

Entrant's Permission and Confirmation of Accuracy

The Entrant grants SCUP and the AIA-CAE nonexclusive permission to reproduce the entrant's material submitted in print and in electronic media. If the entrant's material is selected for publication as part of the Program, it may be published by or through SCUP or the AIA-CAE with materials from other entrants in a book, on CD, or online. By submitting materials, the entrant certifies that similar permissions have been obtained from the project's owner(s), consultant(s) and photographer(s) to allow SCUP and the AIA-CAE the right to publish such materials. The entrant (institution and consultant) also certifies that to the best of their knowledge, the information furnished is complete and accurate.

_____ Yes, I agree to give permission

_____ No, I do not agree to give permission

Payment

Enter your credit card number, expiration date and name on the card here or indicate that you will be sending a check. You may also call SCUP staff to give this information over the phone if you prefer.

Check_____ or CC#_____ Expires_____ Name on card_____

Member \$300 _____ Nonmember \$350 _____ Number of entries_____ Total \$ _____

If you send a check, please include the project name on the check.

Contact Person if questions arise. This person will also receive notification of results

Organization:

First name (person):

Last name:

Street address:

City:

State/Province:

Postal code:

Country:

Phone:

Fax:

Email:

Institutional Project Representative

Institution:

First name (person):

Last name:

Title:

Street address:

City:

State/Province:

Postal code:

Country:

Phone:

Fax:

E-mail:

Prime or Lead Consultant Project Representative

Company:

First name:

Last name:

Title:

Street address:

City:

State/Province:

Postal code:

Country:

Phone:

Fax:

Email:

Subconsultant 1

Company:

Specialty:

First name (person):

Last name:

Phone:

Fax:

Email:

Subconsultant 2

Company:

Specialty:

First name (person):

Last name:

Phone:

Fax:

Email:

Subconsultant 3

Company:

Specialty:

First name (person):

Last name:

Phone:

Fax:

Email:

Include information on any additional subconsultants on a separate sheet if necessary

Professional Photographer, if any for final/winning submissions

First name:

Last name:

Name of company, if applicable:

Street address:

City:

State/Province:

Postal code:

Country:

Phone:

Fax:

E-mail:

Include information on any additional photographers on a separate sheet if necessary

PDF#2 SUBMITTAL

Instructions

- Save your response as a PDF file with 100 dpi resolution. High resolution images will be requested of the winners for publication purposes.
- Consultant identity must be concealed from this point forward. You may however, mention the name of the institution and its location.
- Limit your responses to questions 1 through 4 to approximately 200 words for each numbered item, not each bullet.
- Limit your response to 100 words for each of the five topics you choose in question 5.
- Please integrate your images within the text **OR** include your images on up to 10 separate pages with no more than three per page.
- Entries will be viewed on a computer screen during shortlisting, so keep that in mind as you select images for your entry.
- Computer generated or rendered images must be identified as such.
- Provide appropriate metrics regarding project size, density, organizational strategy and measurements of success in achieving project goals/objectives.
- Please use 12 point Times Roman.
- You may use brief captions explaining the concept that is depicted in the image.
- Before and after photos and conceptual diagrams are encouraged.

Choose one category from the following

_____ Excellence in Planning for a New Campus. This category recognizes an exemplary physical master plan for an entirely new campus. It also applies to a plan for a new center, satellite or branch campus for an established college or university campus.

_____ Excellence in Planning for an Established Campus. This category recognizes a comprehensive campus-wide plan for adding, updating, augmenting or rearranging spaces due to institutional or community changes. These may include shifts in surrounding land use, enrollment, mission, academic or student life programs, property ownership, partnerships and system mandates on an established campus.

_____ Excellence in Planning for a District, or Campus Component. This category recognizes an integrated plan for a geographic or functional sub-area of a campus. It includes plans for individual components of a campus such as athletic and recreational areas, housing districts, or academic medical centers.

_____ Excellence in Planning for Preservation or Restoration. This category recognizes a distinctive plan for campus resources that are older than 50 years and have historical significance. It also includes planning for a campus precinct that has undergone restoration, renovation or adaptive re-use due to obsolescence, deterioration over time, or deferred maintenance.

Fill in the following information

Project name:

Institution:

City:

State:

Country:

Type of Institution:

(research university, college, community college, public/private, etc.)

Year founded:

Campus population (students, faculty, staff):

Master plan completion date (year):

Study area size for a district plan (sq. ft. or acres):

Questions and Answers with Images

You do not need to repeat the bulleted questions in your response; simply refer to your answers as 1, 2, 3, 4, and 5.

1. Problem and scope of the project

- What was the purpose of the plan?
- What were the campus and community goals and objectives?
- Define the related issues
- Outline the analysis of the problem

2. Explain the integrated planning processes that were used to address the stated problem.

3. Implementation

- What was innovative about the implementation strategies used for this project to meet challenges such as project schedule, consensus building, funding or long-term phasing?
- How does the project demonstrate highest quality of design, discerning choice of materials, and other aesthetic choices - regardless of budget limitations or other restrictions and mandates?
- How does the plan fulfill its purpose and achieve the goals and objectives identified in your Problem Statement.
- How does the project embody innovation and originality of planning, i.e. creative design elements, new design approaches, imaginative solutions?

4. Results

- How does the project contribute to a "sense of place," strengthen campus order, reinforce campus heritage or improve campus image?
- Describe any measurable results, if applicable.
- Explain how the plan or planning process is transferable or useful for others in the future.
- What are the lessons learned and/or best practices that are the result of this project?
- What is innovative, visionary or unique about the plan?
- How does the project affect learning?

5. What were the five most important issues that drove decision-making in this project? Please limit your discussion of the five selected issues to 100 words or less for each one.

- Academic program requirements
- Accessibility requirements, safety, security
- Architectural and open space design heritage
- Circulation, parking, traffic and public transportation
- Historic resource issues - buildings, grounds
- Image and identity enhancement
- Infrastructure requirements
- Master plan implementation
- Mixed uses, combining uses, building/land use innovation
- Open space and pedestrian circulation
- Planning process
- Space utilization
- Student life and support services
- Sustainability - energy use, green building issues
- Technology
- Town/gown relationships
- Other

Institutional Statement

This statement must be on the college or university letterhead, is limited to one page and must be prepared and signed by the institutional representative. The letter should be addressed to 2009 Awards Jury. The name of any and all consultants should not be listed; instead, they should be referred to as “the consultant, the team, the project manager, the architect, the engineer, etc.” The consultant should review this letter and mark out any references that are inadvertently included before scanning and including it in their submittal. The statement should describe or explain the following:

- Describe the project in relation to the academic and/or student life requirements and any previous physical campus planning and development.
- How does the campus plan meet the institutional vision and mission?
- How does it support implementation requirements?
- How does it respond to or plan for campus heritage?
- Why does it merit award recognition?