



**American Planning Association  
California Chapter - Central Section**

Counties of Fresno, Inyo, Kern, Kings, Madera, Mariposa, Merced, Mono,  
Stanislaus, Tulare, and Tuolumne

**2022 Central Section Planning Awards  
APPLICATION FORM**

**Submittal Deadline: Friday, March 25, 2022**

**Agency/Person/Firm Nominated:**

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**2022 Central Section APACA Planning Award Category:**

*(Use the APA California Planning Awards Program Policy for the Award Categories and Process Guidelines)*

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**Award should be made out to: *(Award winner name and/or firm)***

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*(This completed application form should be submitted via Digital Submission File [CD/DVD or USB])*

**NOMINATION INFORMATION**

It is imperative that all of the following documentation is provided in full, including e-mail and phone numbers. *(To be submitted via Digital Submission File [CD/DVD or USB])*

**Primary Award Recipient:** If this submission is for an individual, the person’s contact information must be listed.

Name \_\_\_\_\_ Title: \_\_\_\_\_

Organization \_\_\_\_\_

Address \_\_\_\_\_ City: \_\_\_\_\_

Zip Code \_\_\_\_\_ Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail \_\_\_\_\_ Website: \_\_\_\_\_

**Nominator:** The Nominator will be considered the primary communications contact to the Central Section for all decisions made on this nomination and will work with Central Section Awards Coordinator to obtain additional information and materials.

Name \_\_\_\_\_ Title: \_\_\_\_\_

Organization \_\_\_\_\_

Address \_\_\_\_\_ City: \_\_\_\_\_

Zip Code \_\_\_\_\_ Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail \_\_\_\_\_ Website: \_\_\_\_\_

**Recognition:** Other supporting individuals/organizations who contributed that you wish to be recognized. Limit to maximum two individuals/organizations. Please make sure that spelling and content below is accurate and written legibly.

Name: \_\_\_\_\_ Organization: \_\_\_\_\_

Name: \_\_\_\_\_ Organization: \_\_\_\_\_

**Acknowledgement of Nominator/Award Recipient**

I acknowledge that the submitted work was done by the parties credited in the Central Section Awards Application Form, and that the work meets the appropriate nomination submittal requirements listed in the most current APACA Awards Program Policy.

\_\_\_\_\_  
Signature of Nominator

\_\_\_\_\_  
Printed Name of Nominator

\_\_\_\_\_  
Date



# INSTRUCTIONS FOR SUBMITTING CENTRAL SECTION PLANNING AWARDS APPLICATIONS

All awards submittals and categories must be in compliance with the latest version of the APA California Awards Program Policy. Please refer to APACA website at:

[www.apacalifornia.org/events/awards-program/](http://www.apacalifornia.org/events/awards-program/)

## CENTRAL SECTION APA NOMINATION SUBMITTAL REQUIREMENTS

**(This application is for Central Section Award submittals only)**

1) **ONE (1) Digital Copy** of the “2022 Central Section Planning Awards Application Form and Summary page” must be included with each award submittal. **DO NOT SUBMIT ANY PAPER COPIES OF YOUR APPLICATION MATERIALS OTHER THAN THE FOUR AWARD APPLICATION FORMS AND THE SUMMARY PAGE WITH PROTECTIVE SLEEVE. DO NOT SUBMIT FOLDERS, NOTEBOOKS, BINDERS, OR OTHER SIMILAR TYPE HOLDERS.**

2) **All nominations must be submitted in electronic format on a CD-ROM, DVD or USB thumb drive (collectively referred to as “Digital Submission Files” throughout this application form). ONE (1) copy of the Digital Submission Files of the following items must be submitted.** If applicable, each CD-ROM or DVD shall be submitted in a protective case.

Each Digital Submission File award submittal must be labeled with the name of the nomination.

Please place each of the following information in separate directory folders on the Digital Submission Files. The following items must be submitted:

☐ **APPLICATION AND SUMMARY DESCRIPTION:** The completed 2022 Central Section Planning Awards Application Form.

☐ **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 five (5) 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 on Digital Submission Files of the document for which the nomination is submitted. The document can be submitted as a separate Digital Submission File. If submitted as a separate Digital Submission File, please make sure to label each of Digital Submission Files accordingly.

☐ **IMAGES:** Up to **TEN (10)** digital images in **JPEG** format. **PowerPoint presentations may be used, but limited to 10 slides.** The images should be representative of the nomination. Please include a brief sentence identifying or describing each slide. Leadership Award Nominations need only to supply **three (3) images** of the individual nominated.

- 3) **All submissions must be received by Friday, March 25, 2022.** They must also and strictly follow the requirements outlined in the APA California Awards Program Policy and the 2022 Central Section Planning Awards Application Form.
- 4) Submissions received before the deadline not meeting the requirements may be returned and resubmitted before the deadline at the discretion of the Section Awards Coordinator.
- 5) Submissions may be entered in only one awards category or subcategory.
- 6) Specific program, projects, reports, processes, and ordinances may only be nominated for a Central Section Planning Award **once**.

All materials submitted will not be returned. **You are strongly advised to retain a copy of all information submitted to the Central Section in the event that you need to submit to the State Chapter APA Awards Nominations Committee.**

**REMEMBER**

**2022 State Chapter Awards nominations are scheduled for submission on  
May 13, 2022  
(Tentative)**

**Submit Nomination Package to:**

**Rob Terry, MPA AICP**  
Deputy City Manager  
City of Selma  
1710 Tucker Street  
Selma, CA 93662

**Contact info:**

Phone: (559) 891-2200, Ext. 2248  
[robt@cityofselma.com](mailto:robt@cityofselma.com)