

APA RI Awards Submission Requirements

The following items are required in order to be considered for an APA RI Award:

- **Award Nomination Form**
- **Summary** of the plan, project or person being nominated and why you think they deserve an award. This summary can be as short or as long as you like but should provide enough information for the Awards Committee to evaluate the nomination based on its: Innovation; Comprehensiveness; Transferability; Quality; Collaboration and Inclusiveness; and likelihood for Implementation.

In order to support your Awards submission, feel free to submit anything else you think will help the Awards Committee make a decision:

- Copy of planning report or product that presents the project
- Slides or photos that best represent the project
- Audio or video presentation (e.g. link to a YouTube video)
- Website link of the project
- Other materials that best describe the project

Eligibility

- Nominations must represent projects, issues or people in Rhode Island (in whole or in part).
- Any person or organization may submit a nomination; nominators do not have to be APA members. Non-APA members in allied fields are also eligible to receive awards.
- The work must represent an ongoing program or project or have been completed within one calendar year preceding the award year (with the exception of the Implementation Award).
- Members of the APA RI Awards Committee are not eligible to submit or receive awards.
- Nominators should select the most appropriate category for each submission, either from the list of award categories or a category of your own. The APA RI Awards Committee will judge each nomination solely on information contained in the submitted package and has the option of transferring a submission to a different category or requesting additional information before making a decision.
- The APA RI Awards Committee may select one or more winners, or no winners, from each category, depending upon the submissions made.
- Self-nominated projects are welcome.

Submittal format: Email submittal only (i.e., PDF, Word, website links, or other easily viewable electronic format).

Submit to: Joshua.oneill@doa.ri.gov no later than COB Monday, November 1, 2021

If you have any questions regarding the requirements or your eligibility, please email: Joshua.oneill@doa.ri.gov