



2018 Smart Growth Awards Guidelines and Nomination Instructions

All submissions must be uploaded by Friday, January 19, 2018.

Submit via <https://njfuture.submittable.com/submit/99091/smart-growth-awards-2018>.

New Jersey Future's Smart Growth Awards honor projects, plans and initiatives in all parts of the state that demonstrate smart growth principles in action. The awards shine a spotlight on individuals, businesses or organizations with the vision to encourage smart-growth values and designs.

Honorees will be recognized at our 17th Smart Growth Awards Celebration in early June 2018.

Guidelines and Eligibility

General. Winning projects adhere closely to the smart-growth principles outlined below:

- They are near existing development and infrastructure
- They create or enhance connections to existing developments or plans
- They create or enhance a vibrant mix of uses (residential, retail, office)
- They protect or enhance open space, farmland, parks and critical environmental areas
- They increase the range of housing options available (size, type, affordability)
- They create or enhance transportation choices
- Their designs foster walkability and activities at the street level that encourage personal interaction
- They improve resiliency to natural hazards
- They respect community character, design and historic features
- They utilize green or regenerative design techniques and materials

Location. All projects must be located in New Jersey. The Smart Growth Awards highlight the impressive array of activities going on statewide—from urban and suburban to rural development and redevelopment projects and municipal plans.

Entry types. Projects and adopted plans are eligible for consideration. We encourage the submission of both large- and small-scale plans and projects. On occasion, a special initiative that is not technically approved, built or adopted will be recognized; however, the nominator must make a strong case for how such an initiative has been or can be implemented and/or institutionalized.

- Projects must either have been completed within the past five years or, for projects still under construction, must be at least 50 percent complete.
- Adopted plans must have been approved by resolution by the governing body and, where necessary, any regional planning authority, within the past three years. If a master plan is submitted, the nominator must explain what steps have been taken by the governing entity to implement the plan.

Selection Process

The 2018 Smart Growth Awards will be selected by the Awards Jury, an independent committee that includes representatives of New Jersey Future's Board of Trustees as well as other respected professionals in development and planning. All nominations will receive careful consideration by the Awards Jury. All finalists will be visited by at least one member of the jury prior to the final vote.

Submission Requirements

Again this year we will be accepting submissions exclusively via our online submission portal: <https://njfuture.submittable.com/submit/99091/smart-growth-awards-2018>. **We will not be accepting any hard-copy entries.**

To submit an entry, you will be asked to establish an account (if you submitted last year, you may use the same login information), and then you will be able to enter information about your entry and upload all relevant files, as listed below. **You may pause your submission process at any time. Your work will be saved and you may go back to it later.**

Required Submission Elements

- Contact information. Nominators will be asked to enter their name and contact information as well as their relationship to the project being nominated. Please note that the nominator will be the primary point of contact for the entry.
- List of project partners. You will be asked to upload a list in Excel format of all partners in the project, including at minimum each contact individual's name, phone number and email, and the contact organization's name and full address. The complete list of supporting partners can be as long as required, but please indicate up to **four primary project partners**. These will be the organizations that accept the award at the celebration in June. You may download a formatted Excel file here: <http://www.njfuture.org/wp-content/uploads/2017/11/Smart-Growth-Awards-2018-Project-Partners-Spreadsheet.xlsx>. Upload it to the contest submission site when complete. **Please be sure to include the project name as part of the filename** before you upload the spreadsheet.
- Project basics. This includes the name and location of the project as well as the project type and specifications, including overall acreage; the number and type of any housing units; the square footage and type of any commercial space; and details about any public space.
- Brief project description. Summarize the project in one paragraph.
- Project narrative. **Please use the questions on the next two pages** to guide you as you write your project narrative. You may answer the questions at any length, but **please answer all of them, under their respective headings**. Upload your narrative to the contest submission site when complete.
- Plans, images and supporting materials. You will have the opportunity either to upload a digital version of any plans, or to provide a link to an external site where jurors can view them. In addition, you may upload up to 30 files of contextual maps, photos ("before" and "after" photos for built projects are encouraged!), and any other supporting materials that highlight the relevant smart-growth features of your project. Please feel free to submit newspaper articles and any other independent documentation of the impact of your project. **Please be sure to include the project name as part of the filename of all uploaded files.**

Submissions Deadline

Submissions must be received by **midnight Friday, January 19, 2018.**

Questions?

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2018 Smart Growth Awards

Project Narrative Questions

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Project Name: _____

Please tell us in detail about the project you are nominating by answering the questions below. **Please answer all questions, using their respective headings**, and upload the narrative when complete. You may upload your narrative as a Word document or a PDF. **Please include the project name in the filename.**

Context

How does the project fit into its community or neighborhood, the municipality and/or region – geographically, stylistically, culturally, functionally, and any other relevant ways? Please also highlight any ways in which the project aligns with or improves on existing community and/or regional plans.

Implementation and Impact

For adopted plans: How will the plan will be implemented, and over what time period?

For projects: When did construction begin? When was it finished, or, if it is still under construction, what percentage has been completed and what is the timeline to full completion?

For all entries: What impact has the project made or will it make on the surrounding community and/or region? Please include such factors as physical space, cultural connections, property values, increase in activity, better walkability and biking, access to transit and amenities, additions to open or recreational space, and any other impacts. You may provide news articles or other independent documentation of your project to demonstrate its impact beyond its own footprint.

Green Stormwater Infrastructure

Does the project make use of green infrastructure techniques to help manage stormwater? If so, please provide relevant details, such as the quantity of stormwater it is designed to handle and some of the community benefits (beyond stormwater management) they provide.

Climate Resiliency

Does the project represent an opportunity for increased resiliency to future climate change and severe weather? If so, please provide details of measures taken, features incorporated, etc., and include some way to evaluate success against projected reduction in vulnerability.

Expanded Housing Choices

In what ways does your project expand the available housing choices? What elements of any housing shortage will your project address? If your project is in a well-to-do community, how many affordable units are included? Are there new housing types (apartments, townhouses, etc.) to meet the needs of older residents and/or young adults? Are you bringing market-rate housing to an emerging neighborhood?

Mix of Uses and Accessibility

In what ways does your project bring different types of uses – housing, commercial, retail, transportation, public spaces – closer together? Is there an emphasis on mobility via means other than cars, through things like provisions for walking and cycling, and innovative approaches to parking?

Partnerships and Collaborations

What individuals and entities were essential to shaping and/or implementing the project? What partnerships were you able to form, including across municipalities or other government entities? What made the partnerships effective or not?

Stakeholder Outreach

Which stakeholder groups were or will be affected by this project, and how have you engaged them in guiding it? How did you ensure that all groups and voices, including under-resourced groups, groups whose first language is other than English, etc., had meaningful input? How did you keep them informed? How did you measure effectiveness? How did the plan or project change as a result of outreach?

Challenges

What challenges did you anticipate at the outset? What unexpected problems or setbacks arose as the project progressed? How did you plan for, address and overcome these challenges? What advice from this can you offer that could help other jurisdictions avoid similar pitfalls?

Lessons Learned

Overall, what did you learn from the success of this project that you can share with others who might want to attempt something similar? What examples or innovations can the project provide to improve planning, design, public involvement and smart growth in New Jersey?