

invitation
for
submissions

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Centre of Urban Studies and Urban Planning
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Invitation for Submissions

Hong Kong Institute of Planners (HKIP) Awards are given annually to our members and related professionals in recognition of their outstanding achievements in town planning. Through the delivery of awards, we also wish to raise public awareness in good planning principles and practice, and to encourage pursuit of excellence amongst planners in Hong Kong.

Young Planners Awards (YPA) have been introduced since 2018 to encourage and honour active participation and contribution of our young planners to the planning profession in particular and community affairs in general, as well as to promote and foster professionalism, dedication and enthusiasm amongst themselves.

2019 is the 40th anniversary of HKIP. As one of the special events to celebrate our 40th birthday, the Institute is grateful to subsidize one YPA awardee for a study trip outside Hong Kong, with a view to further deepening and widening his/her understanding in the planning systems and issues outside Hong Kong.

Submissions are now invited for HKIP Awards and YPA 2019.

Awards

An entry for HKIP Awards may receive a “Gold Award”, a “Silver Award” or a “Certificate of Merit”. The number and type of awards to be given are not fixed and are dependent upon the standard and quality of entries received.

In celebration of the 40th anniversary of HKIP, a prize of HK\$ 30,000 will be given to one YPA awardee for a study trip as proposed by him/her, and as prescribed by the Adjudication Panel (as appropriate).

The awards will be presented at our Annual Dinner scheduled for early November 2019.

Eligibility

HKIP Awards

- Entries must be on a scheme/project.
- Entrants must have at least one HKIP full member, who may be entered as individuals or in teams. Group submissions by multi-disciplinary teams with at least one HKIP full member are welcome.
- Participation of student members is encouraged. For teams comprising solely student members of HKIP, the requirement for a full member can be waived.

YPA

- Entrants must be on individuals, and not on a team or a scheme/project.
- They must be either HKIP full members or student members, and aged 35 or below (by deadline of submission).
- Previous YPA winners are also eligible to apply as long as they satisfy the above two criteria.

Content of Submission

Each submission must be accompanied by a hard-copy and a USB flash drive containing soft copy of the entry in pdf format. A duly completed entry form should also be submitted. Detailed submission requirements are listed below.

HKIP Awards

- Entries may contain graphics, illustrations, text and photographs as considered appropriate by the entrants. They should be made on A-2 size papers for a maximum of six sheets and at a minimum font size of 12.
- Additional supporting digital materials such as videos and Powerpoint slides may be included in the USB flash drive. Physical models are not required for judging purpose and should not be submitted.
- Entries should be accompanied by a one-page (A-4 size) abstract in English highlighting the role of planner(s) in the project.
- For fair adjudication, the identity of entrants, such as name / logo of company / team / individual, should only be shown in the entry form. It should not be shown on any other part of the submission, including the soft copy.

YPA

- Submissions should be made on A-4 size sheets, for a maximum of 15 sheets and at a minimum font size of 12. They should include:
 - a) a summary of the achievement in and contribution to planning profession and community affairs, setting out the professional achievements, community work, summary/contribution to major planning projects, etc. Supporting documents such as curriculum vitae and reference letters may be included as attachments (which would not be counted towards the above-said 15-sheets requirement);
 - b) a statement of the major current planning issues and proposed policies/measures to address them. The number of issues to be examined should be at a maximum of three; and
 - c) a study trip proposal covering, inter alia, the following aspects:
 - study/visit theme(s), objective(s) and methodology;
 - place(s), organization(s) and people to visit and purpose of the visit;
 - anticipated benefits from the trip;
 - relevance of the trip to the applicant's professional development and current/future work; and
 - itinerary and budget.
- As YPA is to honour and reward the outstanding achievements of individual planners, the personal information of entrants would be made known to the Adjudication Panel.

Selection Criteria and Adjudication

HKIP Awards

The following criteria will be applied in evaluating the submissions:

- Originality
- Innovative ideas, methodology or approach
- Sustainability
- Practicality
- Social impact and benefits
- Contribution to planning profession
- Application of planning principles and practice
- Overall presentation and graphics

YPA

- The applicants will firstly be assessed in terms of their:
 - a. achievement and contribution to planning profession and community affairs, as well as the extent to which the applicants could serve as an advocate and role model for other young planners [50%];
 - b. statement on the major current planning issues [35%]; and
 - c. study trip proposal [15%].

[Figures in brackets indicate the weightings of assessment for each submission requirement.]

- Upon receipt of applications, the Adjudication Panel will select candidate(s) for an interview, in which the shortlisted candidate(s) will be invited to present their achievements in professional and community work, views on local planning issues and study trip proposal, as well as to respond to questions raised by the Panel.

Deadline for Submission

All submissions must reach the Secretary of HKIP Awards Organising Committee at Unit No. 201, 2/F, Prosperity Millennium Plaza, 663 King's Road, North Point, Hong Kong by **5:00 p.m. on 23 August 2019 (Friday)**.

Important Note

- The submission requirements must be adhered to. No late submission would be considered.
- Entrants should complete an entry form for each submission.
- The Adjudication Panel reserves the right to refuse submissions if they do not fulfill the requirements set out above. Its decisions on all matters relating to the Awards are final.
- A young planner can contest both HKIP Awards (as an individual or a team member) and YPA (as an individual) at the same time.
- The study trip prize will be given to one YPA awardee on reimbursement basis upon receipt of evidence/receipts on expenses.
- It is the responsibility of the entrants to ensure that information provided in their submissions is true and accurate. HKIP will not be liable for any false, inaccurate, inappropriate or incomplete information contained in the submissions.
- Where necessary, entrants should obtain prior consent from the relevant third parties for publication/exhibition of the submitted materials. They should also ensure that their entries do not infringe on the rights (including intellectual property right) of any third party.
- HKIP reserves the rights to reproduce, print, publish and edit the materials submitted (in paper or electronic format) for use in our publications and events.
- Winning entrants will be notified via email. The awardees would be obligated to provide input to and participate in public relations events of the HKIP Awards and YPA, including exhibition, seminar, HKIP Journal and sharing session. The winner of study trip prize will be required to host a sharing session on his/her study trip shortly afterwards.

Adjudication Panel

Mr. Lawrence CHAU

President, Hong Kong Institute of Planners

Mr. Raymond LEE

Director of Planning, Planning Department

Mr. Franklin YU

Member, Town Planning Board

Mr. Colin CHUNG

Director, Hong Kong Green Building Council

Prof. Bo-sin TANG

Professor, Department of Urban Planning and Design, Faculty of Architecture, University of Hong Kong

Ms. Iris TAM

Past President, Hong Kong Institute of Planners

Mr. Ka Kan LING

Former Director of Planning, Planning Department

Ms. Phyllis LI

Member, Antiquities Advisory Board

Mr. Po Yiu TAM

Council Member, Hong Kong Institute of Urban Design

Organising Committee

Chairman

Mr. Cho Ming LI

Secretary

Miss Mandy WONG

Members

Miss Lily LAU

Mr. Mark LIM

Miss Vanessa LIU

Miss Janice WONG

Mr. Jeffrey WONG