2019 ULI Global Awards for Excellence Instructions

The Urban Land Institute invites the submission of projects to the 2019 ULI Global Awards for Excellence from January 7, 2019 to March 8, 2019. **The final submission deadline is 9:00pm Eastern Standard Time (EST) on Friday, March 8, 2019.**

ULI only accepts submissions digitally through fulfillment of the online form hosted at OrgSync: https://orgsync.com/60490/forms/338737. If you have a comment or a question regarding the program that you cannot find in the submission form, in these instructions, or in the FAQ and Winning Strategies, please e-mail: awards@uli.org.

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Introduction

Since 1979, ULI has honored outstanding development projects in both the private and public sectors with the ULI Global Awards for Excellence, which the development community widely recognizes as among its most prestigious awards. The program is the centerpiece of ULI's efforts to identify and promote best practice in all types of real estate development. The awards recognize the full development of a project — planning, construction, amenities, economic viability, management, and community impact, as well as design.

Global, regional, and local Awards for Excellence

ULI regions and District Councils also may host regional or local Awards for Excellence in some parts of the world. Projects or programs that enter these regional or local awards may also enter the Global Awards for Excellence. Projects do not need to first enter regional or local awards in order to enter the Global Awards for Excellence.

Eligibility

Submissions are open to all, not just ULI members.

Development projects and programs globally that meet the following requirements are eligible to submit for a Global Award for Excellence:

Projects must:
- be financially viable; for public sector/nonprofit this means demonstrating a reasonable use of financial resources
- be substantially complete (however, they need not be newly constructed); and
- be in stabilized operation.

Projects with multiple phases may submit complete phases of the project. "Substantially complete" means a single-phase project must be finished, occupied, and in operation; for multiple-phase projects, at least the first phase must be finished, occupied, and in operation.

Programs may include growth management strategies, publicly guided development programs, and other built environment initiatives.

Programs must:
- be financially viable, if applicable; and
- be significantly implemented.

Typologies

Upon submission, submitters select a typology for their project. Typologies help the jury better understand the project. The jury evaluates all submissions as part of a single group, meaning the jury evaluates each one against all other submissions, regardless of type or location. The jury does not pre-assign a number or portion of the finalists and winners to different typologies.

Typologies on the submission form include:

- Civic/Public
- Commercial: Hotel
- Commercial: Leisure/Entertainment
- Commercial: Office
- Commercial: Retail
- Mixed-Use
- Residential
- Planned Community
- Program/Initiative
- Other

Evaluation Criteria

The jury will evaluate projects and programs on the extent to which they:
- achieve market acceptance/financial success;
- demonstrate leadership through a high standard of excellence in all areas—architecture, design, planning, construction, amenities, economics, and management, etc.;
- demonstrate relevance to the contemporary and future needs of the community in which they are located;
- have a positive impact in their communities and/or immediate context;
- exhibit environmental sustainability, stewardship, and resiliency; and
- provide models, lessons, strategies, or techniques that other communities can replicate or adapt.

Heritage Award

The Heritage Award goes to a development project or program that:
- established new concepts or standards that others have emulated;
- is of national or international renown;
- has been complete for a minimum of 25 years; and
- meets all eligibility requirements listed above.

The Heritage Award is not necessarily for historic preservation projects, although such projects may win the award.

Heritage Award submissions do not require the prior authorization of the developer or owner, however, the submitter must have standing with the project or program. ULI reserves the right to determine independently the ultimate organization eligible to win the Heritage Award.

The submitter must designate the project or program as a Heritage Award candidate in the submission form for it to receive this special consideration. By submitting the entry as a Heritage Award candidate, the jury will only evaluate it for this award, and not as part of the overall Global Awards for Excellence. Please evaluate carefully whether the project is best suited for this distinction. Please visit http://uli.org/awards/uli-awards-for-excellence-winnersthough-the-years/ to review a list of winners.

The jury only designates the Heritage Award with a unanimous vote.

Market Acceptance and Financials

The jury will evaluate entries on the extent to which they have achieved broad market acceptance and financial success. An understanding of the financing structure is key. Projects are likelier to advance to the finalist stage if the jury understands the project to be financially stable or viable. Public or nonprofit projects should demonstrate a reasonable use of financial resources and indicate how they support broader goals or efforts.

To demonstrate how your entry has been broadly accepted in the market, you may use any indicators that are standard for your product in your market, such as percentage of units sold or leased, percentage of square footage leased, utilization rates, average daily rates, visitor data, return on investment (ROI), increase in market valuation (based on independent appraisal), occupancy rate (compared to market), stimulation of economic growth in the community, etc. The submission may include additional financial information, such as proformas, accounting statements, etc. If relevant, identify anchor/key tenants.

The jury will not evaluate projects that are unwilling to disclose financial information to ULI and the jury, which means such projects will not advance to the finalist or winning stages.

Confidentiality

Unless otherwise noted, ULI and the jury will keep financial information confidential. ULI will only describe financial information in public narratives with prior consent from the submitter.

Authorization

The project owner, developer, designated public official, or a representative responsible for the project signs a digital authorization agreement.

This person attests that:
- Using accepted accounting standards, the project is expected to meet expectations for return on investor capital, when applicable;
- There are no pending or impending concerns with the project's financial condition, debt, equity, or public agency subsidy;
- ULI may use and reproduce the information on the application and any supporting materials (including images and narratives) provided unless noted otherwise; and
- He/She has full power and authority to provide this information and to grant these rights and permissions.

Submission Process

The submission form will take you through a step-by-step submission process. You can save the application at any time and return to it later. ULI recommends saving the form often to avoid any potential issues with connectivity or unforeseen software glitches that may cause a loss of data. Prior to the final submission of a form, ULI does not have access to the information in the form. Please allow time for uploading your submission materials.

The jury will not evaluate incomplete submissions. Once the submitter completes and sends the submission form, they cannot modify it. If you submit an application in error or would like to add/modify an aspect of the submission and the if the submission period is still open, contact awards@uli.org to request ULI reopen your application.

You will receive a first notification once ULI receives your submission form. You will receive a second notification prior to jury review, once ULI verifies that your submission information is complete.

Multiple Submissions

The same submitter can enter several submissions into the system. The submitter must complete one submission in order to begin the next one.

Repeat Submissions

Projects that have not won in the past may resubmit.

Submission Materials

Minimum submission materials
- The first image should be a **contact-sheet** showing thumbnails of all submitted images. The contact-sheet should include a caption and image credit for each thumbnail. This should be in PDF.
- The second image, when applicable, should be a **locator map** showing the project's location relative to its metropolitan area.
- The third image, when applicable, should be a **project site plan**.
- The fourth image, when applicable, should show the **project within context** of its surroundings.
- Additional images are up to you. You may submit up to 20 image files (in addition to the contact sheet).

Additional submission materials (optional)
- You may submit up to six files with relevant information, such as detailed financials, descriptive literature, news articles, blog posts, etc.
- This additional information typically is only of significant value to applications that advance through the initial assessment. The initial assessment tends to focus on the primary application material.
- Particularly useful are materials that can offer an objective, third-party perspective on your project's character and impact.

Submission material requirements
- Image files should be in TIFF or JPEG formats, no PDF formats, except for the contact sheet.
- Minimum dimensions of 8.5 x11 inches or A4 at 300 pixels per inch or better.
- Do not include any border, logo, number, or other collage elements in the images.
- Common drawing/mapping conventions are acceptable in the relevant plans and other support drawings or diagrams.
- Final project renderings in any form other than for site and locator plans are not accepted and may disqualify the entire entry.
- Some diagrammatic/conceptual images might be relevant depending on the project.

Naming Protocol

We strongly recommend naming the images and files:

- in a manner that identifies the project clearly; and
- in the order in which the jury should review them.

Preferred naming protocol: AbbreviatedProjectName_AbbreviatedLocation_ImageNumber
Example: whitehouse_dc_01

The jury uses images for a first assessment of the overall visual impression of the project. These images are critically important to sustain the application narrative and often drive the conversation as the jury meets and evaluates entries. Please choose images that are relevant to the characteristics that make the project a viable award candidate.

These images form the basis of the content ULI uses to feature projects in relevant ULI research and communications. ULI typically features all winners and finalists – and may feature other applicants of note. ULI often uses the images to make a video to present during ULI annual meetings, ceremonies, and related events. The higher the quality of the images, the better.

Entry Fees

An entry fee must accompany each submission. Fees for the 2019 ULI Global Awards for Excellence are:

Public Sector/NGO US $200.00
Private Sector US $600.00

Please note that these fees apply to the company or organization submitting the application, not the type of project. For instance, a private sector company submitting a public sector project pays the private sector fee.

The Jury and Jury Process

A jury of ULI full members chooses finalists and winners. Members of the jury are recognized leaders who represent a broad geographic diversity and many areas of real estate development expertise, including finance, land planning and development, public affairs, design, and professional services. Jury members tend to rotate through a three-year service period, which guarantees a diverse and different jury each cycle with new points of view and expertise that reflect the broad diversity of ULI's membership. Jurors operate independently, applying the highest standards of evaluation and professional practice as reflected in the code of ethics of the Urban Land Institute.

First Jury Meeting
After an extensive briefing, each juror receives a group of submissions to review in advance of the first jury meeting. During this first meeting, typically over the course of two days, each juror presents to the rest of the jury his or her group of submissions for debate, evaluation, and qualification. This process typically results in an initial set of projects subject to a second round of evaluation. Finalists emerge from this second round. ULI will notify finalists and non-finalists of their status shortly after this meeting.

Finalist Site Visits
If the jury selects your project as a finalist, during the following months at least one juror visits each finalist for a closer evaluation, where they meet with those responsible for the success of the project or program. The goal is to gather a detailed understanding of all aspects of the

project or program.

Second Jury Meeting
The jury convenes in a second and final meeting where they review each project again. The member of the jury who visited the project starts the discussion with a brief presentation that includes additional insight they obtained during their visit. After a day of deliberations, they select the ULI Global Awards for Excellence winners. ULI will notify winners and non-winners of their status shortly after this meeting.

Feedback from Jury
While ULI aims to provide jury feedback and comments to all submissions regardless of whether they progress to the finalist stage, it cannot guarantee feedback given the volume of submissions.

Feedback for ULI
At any time, ULI welcomes your feedback on the program, including, but not limited to: the application platform (OrgSync), the submission process, the eligibility requirements, the evaluation criteria, awards marketing, and related recognition (trophies, Urban Land content, ceremonies, etc.). Please email awards@uli.org to share your feedback.