

# INSTRUCTIONS and REQUIREMENTS FOR COMPLETING ULI NASHVILLE EXCELLENCE IN DEVELOPMENT AWARDS 2017 APPLICATION

See also “*Tips for Applying*”

## **GENERAL JUDGING CRITERIA**

Development projects that meet eligibility requirements may be considered for the ULI Nashville Excellence in Development Awards 2017. Judging criteria include:

1. The project must be financially stable and operating successfully. It must demonstrate to be a sound financial investment using, for example, the criteria in the application. Projects **must be** 85 – 100% leased / sold. Financial and operational criteria **must be met** to be eligible for submission for judging.

In the case of public/non-profit and institutional developments, project must demonstrate a sound investment of public funds and success in impacting a community or neighborhood.

2. The project must achieve a high standard of excellence in several areas ex. land use, design, construction, economics, sustainability, environmental sensitivity, etc.
3. The project might demonstrate added-value elements such as public/private/non-profit partnerships, promoting healthy lifestyles, workforce / affordability component, relevance and/or leadership to the current and future needs, issues and character of the community in which it is located, etc
4. The project must be worthy of emulation and stand out from others in its category.

## **SUBMISSION ELIGIBILITY**

\*Development projects may be located in Davidson County or any contiguous county.

\*ULI Nashville Awards program/submission is open to all; not just to ULI members.

\*Previously submitted projects may re-apply one additional time.

\*Project Size category must be indicated.

\*Sector must be indicated ex. Private OR Public /Non-Profit /Institutional Project

\*All application information must be complete and accurate to be considered. If not, application will be returned and applicant will be invited to apply next year.

**DEVELOPMENT TEAM MEMBERS and FIRM NAMES - Important Information:**

Provide **COMPLETE** contact information for **EACH** member of the Development Team. It is the responsibility of the applicant to submit company names and ALL of the information requested on this section of the application **ACCURATELY** and **EXACTLY correct as used by the Team Member's firm**. Include details, such as llc, Inc., etc, if they apply

**PROJECT NAME – Important Information:** Please be sure to list Project Name on all indicated lines of the application **COMPLETELY** and **ACCURATELY**: The project name provided on the application is how it will be referred to in all subsequent Awards references and marketing/media, and is the responsibility of the applicant.

**ATTACHMENTS** - Please attach **ONLY THE MOST RELEVANT** descriptive literature (such as press clippings and releases) - *max. 2 attachments*. **However, you do NOT have to submit any attachments**. **Important:** DO NOT SUBMIT **BOTH** e-version AND hard copy of attachments, if submitted at all. *Use same 'photo' USB Flash Drive (see section below), if submitting project literature .*

**PROJECT IMAGES – Important Information On Photo Submission**

You must submit:

- TWO identical USB Flash Drives containing no more than 10 project images, incl. ;
  - the project within the context of its surroundings;
  - a variety of interior and exterior images, **AND**
  - Single shot of BEST exterior image, LABELED 'Banner Image', in the largest-sized format, hi-resolution available.

**\*Photos should all be 100% scale, and either TIF, press-ready PDF, or JPG format. All photos should be submitted as a hi-resolution 300 dpi CMYK. All colors need to be converted to CMYK process colors.**

**DO NOT BIND YOUR PAPER APPLICATION SUBMISSION.**

**\*Application must be submitted in hardcopy: Only images are to be submitted on Flash Drive.**

**SUBMISSION DEADLINE - Entries must be RECEIVED by COB WEDNESDAY FEBRUARY 8, 2017.** Any application received after Feb. 8th will be returned to the applicant and invited to apply next year.