



**Park Design Awards  
Entry Form**

Agency \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ WI \_\_\_\_\_ Zip Code \_\_\_\_\_

Agency Contact \_\_\_\_\_ Title \_\_\_\_\_

Email \_\_\_\_\_

If a consultant is submitting the award, please complete section below:

Consultant Name \_\_\_\_\_ Title \_\_\_\_\_

Firm \_\_\_\_\_

Email \_\_\_\_\_

Project Title \_\_\_\_\_

Date Completed \_\_\_\_\_



## Park Design Awards Information Checklist



- ✓ Completed entry form.
- ✓ Please submit entry form and supporting materials electronically via email or by mailing a USB Flash drive.
- ✓ Project has completed construction of at least Phase 1 of construction.
- ✓ All projects must be undertaken and completed by WPRA Park Section members or agencies represented by WPRA.
- ✓ Please include a one paragraph summary and one photo of the project to be included in the press release if awarded as a separate file on the USB drive or email submission. (Loss of 5 points for not including as requested)
- ✓ Please include a one page project budget showing all expenses and sources of funding (bond, general fund, donations, etc). (Loss of 10 points for not including as requested)
- ✓ Electronic versions of a project plan limited to one page (master plan, drawing, rendered perspective, etc).
- ✓ Photos of construction progress should be included
- ✓ If the project is chosen as an Award of Excellence winner, a representative from your agency must present the project at the WPRA Annual Conference.

**The Emeritus Section will judge the entries. Address all of the following topics in your supporting documents:**

1. **Innovation** - provides a new approach to problem solving, exhibits new technology
2. **Functionalism** - responds to users needs, accessibility for all populations
3. **Aesthetics** - proper scale is achieved for site, relationship to surroundings, considers the overall site development
4. **Community Benefits** - responds to identified needs of public, public input on project, improves image of community
5. **Environmental Stewardship** - use of recycled materials, mechanics which are environmentally compatible (solar, low volume flush, high pressure sodium bulbs) use of native plant materials
6. **Maintenance** - considers ease of maintaining, durability of materials, minimize need for special equipment or special tasks, safety of maintaining site

All projects will be grouped by cost. The judges will assess each topic area listed above a point value of 1-5. The project within each group with the most overall points will receive the Award of Excellence. The Park Section strongly encourages project entry. The same criteria will be used to judge all categories.

**Deadline: Friday, June 1, 2018**

Submit to: Middleton Public Lands, Recreation & Forestry  
Matt Amundson (608) 821-8344  
7426 Hubbard Ave [mamundson@cityofmiddleton.us](mailto:mamundson@cityofmiddleton.us)  
Middleton, WI 53562