2020 ULI Asia Pacific Awards for Excellence Instructions

The Urban Land Institute invites the submission of projects to its 2020 Asia Pacific Awards for Excellence from January 15 2020 to midnight Hong Kong time (GMT+8) on Wednesday, 11 March 2020.

Submissions must be submitted digitally through completion of the online form hosted at https://uli.secure-platform.com/a/solicitations/24/home. For any comments or questions regarding submissions not covered in these instructions or in the FAQ and Winning Strategies page (this refers to the Global Awards but the same principles apply), please e-mail: asiapacificawards@uli.org.

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Introduction

Since 1979, ULI has honoured outstanding development projects in both the private and public sectors with the ULI Awards for Excellence programme, which is widely recognised as one of the development community’s most prestigious awards programmes. The programme is the centrepiece of ULI’s efforts to identify and promote best practice in all types of real estate development. The awards recognise the full development of a project — planning, construction, economic viability, management, and community impact, as well as design.

Initially all projects for the awards had to be from the United States or Canada. In 1994 an International Award category was also established but this was then abolished in 2001, thereby opening all categories to all projects regardless of location. Several years later, and in recognition of ULI’s growing global presence, the Awards for Excellence programme was realigned into three separate regional awards programs namely: US and Canada; Europe, the Middle East and Africa (EMEA) and Asia Pacific (APAC), each with its own jury. In 2005, ULI added another level of honour to the awards process; the Global Awards for Excellence.

Then in 2012, for the first time, the three regions were consolidated into a single ULI Global Awards for Excellence competition, with submissions judged by a single jury that met twice. This jury applied consistent global criteria based on project typologies and – depending on submission needs, was informed by regional advisory input providing analysis regarding the different characteristics affecting project development across the world.

ULI Asia Pacific Awards for Excellence Programme

In 2019, the ULI introduced a new and separate awards programme for the Asia Pacific region. This programme has its own jury and sits separately from the Global Awards for Excellence Programme.

Projects entering the Asia Pacific Region Awards for Excellence Programme may also enter the ULI Global Awards for Excellence competition. It is not necessary to first enter the Asia Pacific Awards programme in order to submit for the Global Awards for Excellence. Any entry for the Global Awards however, will require a separate submission and entry fee.

Details of the Global Awards for Excellence programme can be found [here](#). The Global competition will not be held in 2020 but will return in 2021.

Eligibility to Enter the 2020 ULI Asia Pacific Awards for Excellence

Submissions are open to all, not just ULI members.

Projects entered in the Asia Pacific Awards for Excellence programme must be located in the Asia Pacific region. The Asia Pacific region is defined to include East Asia (but not Russia), Japan, Southeast Asia, South Asia (including Pakistan) and Oceania.

Development projects and programmes that meet the following requirements are eligible to submit for an Asia Pacific Award for Excellence:
Projects must:

- be financially viable; for public sector/nonprofit this means demonstrating a reasonable and responsible use of financial resources.
- be substantially complete (however, they need not be newly constructed).
- be in stabilised operation.
- be distinctive and innovative, standing out from others in their category.
- exhibit architectural and design excellence.
- have meaningful impact on the surrounding community from financial, land use, social, and development perspectives.
- have replicable components, providing strategies and techniques that can be adapted elsewhere in other communities.
- have relevance to the current and future needs of the community.
- showcase resiliency and sustainability strategies.
- tell a story that embodies the core principles of ULI.

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.

**Typologies**

Upon submission, participants 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:

- Commercial: Hotel
- Commercial: Leisure/Entertainment
- Commercial: Office
- Commercial: Retail
- Commercial Industrial & Logistics
- Mixed-Use
- Residential (including apartments, affordable housing, senior housing, student housing)
- Planned Communities
- Education, including schools and universities
- Civic/Public, including libraries, court houses, and hospitals, etc
- Programme/Initiative
- Open Space
Evaluation Criteria

The jury will evaluate projects and programs regarding 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.

Legacy Award

The Legacy Award goes to a development project or programme that:

- has 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 Legacy Award is not necessarily for historic preservation projects, although such projects may win the award.

Legacy Award submissions do not require the prior authorisation of the developer or owner. However, the submitter must have standing with the project or programme. ULI reserves the right to determine independently the ultimate organisation eligible to win the Heritage Award.

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

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

Market Acceptance and Financials

The jury will evaluate entries regarding 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, utilisation 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 disclosed by the submitter confidential. ULI will only describe financial information in public narratives with prior consent from the submitter.

**Authorisation**

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

This person attests that:

- Using accepted accounting standards, the project is expected to meet expectations for return on the investor(s’) capital, when applicable;
- There are no pending or impending concerns over 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 information included in their submission and to grant the above rights and permissions.

**Submission Process**

The submission form includes 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 asiapacificawards@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 projects and developments submitted should demonstrate an innovative approach to delivering best practice in real estate and urban development and provide an inside look at the ideas and strategies used to develop an exemplary project. We encourage submitters to think of these submission materials as the first step to creating a compelling case study of the project.

In addition to the completed submission form, entrants must submit one PowerPoint presentation in A4 landscape format at 300 pixels per inch or better, with a maximum of 20 slides.

If text is used on the slides, the font should not be smaller than 12pt. However, most descriptive text should be included on the submission form, with text on slides kept to a minimum.

Slides should include:

- Project Location map
- Project Site Plan
- Project within context of its surroundings
- A development timeline
- Relevant plans and other support drawings or diagrammatic/conceptual images that support the project key facts or story
- Selected imagery of the final built and operating development

Slides should NOT include:

- Borders, logos, numbers, or other collage elements
- Renderings, which may disqualify the entry. The focus should be on the images of the built development.

The jury will use the submitted 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 will often also use 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.
We strongly recommend naming the PowerPoint presentation using the following protocol: [project location]_[abbreviated project name]

Example: China_Dongfeng Hotel

PowerPoint presentations should be uploaded to an internet file transfer service such as WeTransfer. Select "Send as link", and copy the download link into the box headed: “Insert file transfer download link here”. File sizes are capped at 150MB each.

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.

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Entry Fees

An entry fee must accompany each project submitted. Fees for the 2020 ULI Asia Pacific Awards for Excellence are:

Public Sector/NGO USD 250.00

Private Sector USD 600.00

Please note that the above fees apply to the type of company or organisation submitting the application, not the type of project. For instance, a private company submitting a public project is required to adhere to the private sector fee. For the purposes of this competition, a state-owned enterprise is regarded as a private-sector entity. Organisations that are owned by the state will only be regarded as public sector bodies if they are not self-financing and/or are not operated on a commercial basis.

The Jury and the Jury Process

A jury of ULI full members chooses finalists and winners. Members of the jury are recognised 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. Jurors are not permitted to vote or comment in the judging process in relation to projects submitted by them or by firms with which they are associated.

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 will result in around 20 finalists that advance to a second round of evaluation. 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 will visit each finalist for a closer evaluation, where they meet with those responsible for the success of the project or programme. The goal is to gather a detailed understanding of all aspects of the project or programme.

Second Jury Meeting

The jury convenes in a second and final meeting where they review each finalist project again. Jury members who visited each project start the discussion with a brief presentation that includes additional insight they obtained during their visit. After a day of deliberations, the jury then selects up to eight ULI Asia Pacific Awards for Excellence winners. ULI will notify winners and non-winners of their status shortly after this meeting. The selected winners should then prepare 30-second graphical presentations of their projects [in a 10-slide PowerPoint format], which will be shown at the 2020 ULI Asia Pacific Summit to be held in Tokyo in May 2020. Winners will also present at the Summit.

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 (OpenWater), the submission process, the eligibility requirements, the evaluation criteria, awards marketing, and related recognition (trophies, Urban Land content, ceremonies, etc.). Please email asiapacificawards@uli.org to share your feedback.