



American Planning Association  
**North Carolina Chapter**

August 5, 2025

RE: Gen H Comprehensive Plan

Dear Mr. Manley,

On behalf of the North Carolina Chapter of the American Planning Association (APA-NC) Awards Committee, I am pleased to inform you that the Committee has selected your nomination as the recipient of a 2025 North Carolina Marvin Collins Award in the Comprehensive Plan category. Please read this letter carefully as it contains a lot of important information about the awards ceremony and private luncheon.

This year we will recognize and celebrate APA-NC award winners on the chapter website, via social media, and during the annual state conference to be held October 15-17 in Charlotte. **We would love to include a brief acceptance video OR one presentation slide from you and your team in the awards presentation.** If you would like to participate, please upload a brief acceptance video (no more than 45 seconds) or single slide no later than Friday, September 25<sup>th</sup>. This is a great way to highlight representatives who may not be able to attend the awards ceremony in person. Please upload completed video or presentation slide using the link provided in the attached document.

The Opening Plenary and Awards Session will take place on Wednesday, October 15, from 9:30am – 11:45am at the Charlotte Convention Center in Large Plenary Room - W209. Award winners will need to arrive early and make your way down to the front of the ballroom and look for reserved seating. Award winners will come up to the stage **after** their award is highlighted. Up to three members from each project are also invited to a private awards luncheon following the presentation from 11:45am – 1:00pm with the other winners, APA executive and award committee members. The luncheon will take place in the Charlotte Convention Center and specific details will be provided to attendees closer to the event. You do not have to be registered for the conference to attend either event, however, we do need all participants to RSVP.

Award winners will receive a framed certificate at the plenary and a digital copy will be emailed after the conference. As the nominator, we ask that you alert other individuals or organizations that need to be recognized.

Sincerely,

Two handwritten signatures in black ink. The first signature, 'Elizabeth Jernigan', is written in a cursive script. The second signature, 'Hannah Williams', is also in a cursive script and is positioned to the right of the first signature.

Elizabeth Jernigan, Hannah Williams  
APA-NC Award Co-Chairs



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**AWARDS RECIPIENT DETAILS:**

Description	Deadline	Link
Awards Presentation and Private Luncheon RSVP	Friday, October 3	<a href="https://forms.gle/EAvHxHqgecJf1vBy5">https://forms.gle/EAvHxHqgecJf1vBy5</a>
Award acceptance video: <ul style="list-style-type: none"><li>• No more than 45 seconds;</li><li>• Landscape or horizontal;</li><li>• Use a tripod if possible;</li></ul> Check audio	Friday, September 25	<a href="#">Google drive link</a>
Award single slide: <ul style="list-style-type: none"><li>• Photo of Team or Project</li><li>• Graphics from Plan</li></ul>	Friday, September 25	<a href="#">Google drive link</a>