

ITE AWARDS

INFORMATION AND APPLICATION PACKET



1627 Eye Street, NW, Suite 600 | Washington, DC 20006 USA
Telephone: +1 202-785-0060 | Fax: +1 202-785-0609

www.ite.org

Institute of Transportation Engineers

Innovative Intermodal Solutions for Urban Transportation Paper Award in Memory of Daniel W. Hoyt (in conjunction with ITE Transit Council)

Application Deadline: April 1, 2011

This award has two purposes: to encourage reporting of activities and programs that have been effective in addressing urban transportation needs through the development of innovative, practical and balanced intermodal solutions; and to publicize the role of transportation professionals in achieving innovative solutions to urban transportation needs.

The award has been endowed by Post, Buckley, Schuh & Jernigan Inc. in memory of Daniel W. Hoyt, a Fellow member of ITE who was transportation planning manager for Post, Buckley, Schuh & Jernigan Inc. in Miami, Florida at the time of his untimely death in April 1991 at the age of 51.

ELIGIBILITY:

- ❑ Any individual transportation professional, member or non-member of ITE, who actively has been involved with and reports on intermodal activity or programs that address urban transportation issues.
- ❑ For a paper to be eligible, it must be published in the Annual Meeting Compendium, the Technical Conference Compendium, or the *ITE Journal*.

SUBMITTAL PROCEDURE:

- ❑ In order to be considered for this award, each original paper and/or program application must be submitted electronically in one document with this submittal form as page one, formatted in Adobe Acrobat®.
- ❑ Please send your PDF submission electronically **no later than 5:00 p.m. on April 1, 2011** to Carol MacDougall at cmacdougall@ite.org (Attn: Daniel W. Hoyt Award).

SELECTION PROCESS:

- ❑ After an initial screening process conducted by session presiders and other volunteers, the subset of potential finalist papers is narrowed down to the 5-8 finalist papers. The finalist papers will be reviewed by a subcommittee of the Transit Council and the winning paper is selected based on the highest score from the judging criteria. The Awards Chair then notifies ITE headquarters by May 1st of the winner.

AWARD:

- ❑ Recognition at the ITE Annual Meeting and in *ITE Journal*
- ❑ Plaque

Questions regarding the Innovative Intermodal Solutions for Urban Transportation Paper Award (in memory of Daniel W. Hoyt) may be directed to:

Carol MacDougall
cmacdougall@ite.org
202-785-0060 ext. 134

Institute of Transportation Engineers

Burton W. Marsh Distinguished Service Award

Please note: There is no submission process for the Burton W. Marsh Distinguished Service Award. Nominations are made by the members of the award panel.

The Burton W. Marsh Distinguished Service Award may be awarded annually to an eligible member of the Institute for distinguished service to the Institute. The purpose of the award is to recognize an individual who, in the judgment of a committee of judges, has contributed to the advancement of the Institute of Transportation Engineers over a period of years in an outstanding fashion.

ELIGIBILITY:

- To be an eligible recipient for the award, a candidate must be a Institute member who has rendered outstanding service to the Institute and thus to the profession of transportation engineering.
- The service must have been broad in scope and extended over a period of several years.
- Officers and Directors of the Institute are not eligible while on the International Board of Direction.

SELECTION PROCESS:

- The selection shall be made by a committee of three judges.
- Annually the President of the Institute, with the advice and consent of the International Board, shall appoint one member to serve for a three year term.
- Judges shall not serve more than two terms.
- In the event that a judge is unable to complete the three-year term, the President shall appoint a member to serve for the unexpired term.
- The judges will review the Institute membership for candidates and also may consider suggestions from members for possible recipients.
- Only one recipient shall be named during the year and an award need not be presented every year. Posthumous awards may be made.

AWARD:

- Recognition at the ITE Annual Meeting
- Inscribed plaque

Questions regarding the Burton W. Marsh Distinguished Service Award may be directed to:

Carol MacDougall
cmacdougall@ite.org
202-785-0060 ext. 134

Theodore M. Matson Memorial Award

Please note: There is no submission process for the Theodore M. Matson Memorial Award. Nominations are made by the members of the award panel.

The ITE Theodore M. Matson Memorial Award may be awarded annually for outstanding contribution to the field of traffic engineering. The purpose of the award is to recognize an individual who has made an outstanding contribution to the practice of traffic engineering, for example, a practical application of traffic engineering techniques or principles, a valuable contribution through research, the successful adaptation of research findings to a practical traffic situation, or the advancement of the profession through training or administration.

ELIGIBILITY:

- ❑ To be an eligible recipient for the award, a candidate must be an Institute member who has made an outstanding contribution to the field of traffic engineering.
- ❑ The service must have been broad in scope and extended over a period of several years.
- ❑ Officers and Directors of the Institute are not eligible while on the International Board of Direction.

SELECTION PROCESS:

- ❑ The names of all persons nominated shall be presented to the ITE International Board of Direction for consideration at the next annual meeting.
- ❑ No names shall be considered for the award except those submitted by members of the Board.
- ❑ The Board, at the annual meeting, shall consider all nominations submitted and shall select the winner of the award by ballot.
- ❑ The Chairperson of the Theodore M. Matson Memorial Award Committee shall arrange for formal notification of the award recipient.
- ❑ One award will be given annually.

AWARD:

- ❑ Announcement of recipient at the ITE Distinguished Speaker Luncheon (in honor of Theodore M. Matson) during the Transportation Research Board Annual Meeting, typically scheduled in January of each calendar year.
- ❑ Recognition at the ITE Annual Meeting
- ❑ Inscribed plaque

Questions regarding the Theodore M. Matson Memorial Award may be directed to:

Tatiana Richey
trichey@ite.org
202-785-0060 ext. 604

Institute of Transportation Engineers

DISTRICT AND SECTION NEWSLETTER AWARD

Application Deadline: April 1, 2011

The ITE District and Section Newsletter Award may be awarded annually for excellence as a communications medium. The purpose of this award is to recognize the District or Section that, during a calendar year, produces the best series of newsletters.

ELIGIBILITY:

- Any newsletter published periodically for the full specific period is eligible for the award.
- Only newsletters written and edited by volunteer members of the district or section are eligible for the award.
- The candidate newsletters will be judged in three circulation groupings:
 - Circulation greater than 500
 - Circulation 250-500
 - Circulation less than 250

SUBMITTAL PROCEDURE:

- All entries must be for the time period of April 1, 2010 to March 31, 2011, no exceptions.
- All newsletters must be submitted electronically formatted in Adobe Acrobat® along with the required entry form.
- Submission must be received at ITE Headquarters office **no later than 5:00 pm by the deadline of April 1, 2011.**
- Submit application to:**

Shana Gipson

sgipson@ite.org

Subject Line: District and Section Newsletter Award

EVALUATION CRITERIA:

- Overall appearance
- Efficient use of space and format
- Content
- Frequency
- Quality of editing

AWARD:

- Recognition at the ITE Annual Meeting and in *ITE Journal*
- Plaque

Questions regarding the District and Section Newsletter Award may be directed to:

Shana Gipson

sgipson@ite.org

202-785-0060 ext. 138

2011 District and Section Newsletter Award
Submittal Form

Deadline for Entries: **5:00pm on April 1, 2011**

Newsletter Title: _____

Editor Name: _____

Editor Address: _____

District or Section President/Chair's Name: _____

Address: _____

Term of Office: _____

Number of Issues Published During Year: _____

Number of Pages Published: _____

Circulation: ___ Less Than 250 ___ 250-500 ___ Greater Than 500

How is the newsletter distributed ___ electronically ___ by mail

Annual Budget (in U.S. dollars): _____

Typesetting/Layout: _____

Printing: _____

Postage and Mailing: _____

Editor Honoraria _____

Other (Describe): _____

Total: _____

To submit your newsletter for the 2011 District and Section Newsletter Award, send an electronic version of this form with an electronic version (formatted in Adobe Acrobat®) of the best issue of your newsletter published between April 1, 2010 and March 31, 2011, **no later than 5:00 p.m. on April 1, 2011** to:

Shana Gipson – ITE HQ

E-mail: sgipson@ite.org

Attn: 2011 Newsletter Award

Institute of Transportation Engineers

Past Presidents' Award for Merit in Transportation

Application Deadline: April 1, 2011

The ITE Past Presidents' Award for Merit in Transportation is awarded annually for a paper reporting on independent and original research or on an outstanding accomplishment in the field of transportation engineering. The purpose of the Award is to recognize distinguished achievement in transportation engineering by younger members of the Institute.

ELIGIBILITY:

- To be an eligible recipient for the proposed award, a candidate must be a non-student member of the Institute who has not reached his/her 35th birthday by April 1st of the award year.
- The candidate must have conducted or been a principal participant in an original study or project in the field of transportation.
- The study or project must have been completed with two (2) years of the stated deadline for entries (April 1).
- The study or project may have been financed with public or private funds by contract.
- The study or project may have been previously reported to another group or publicized in other media.
- The study or project may be an expansion or revision of a paper that previously has been submitted to the Institute in the Past Presidents' Award competition.
- Papers by multiple authors are not eligible for this award.

SUBMITTAL PROCEDURE:

- The candidate will submit an original paper describing the study or project undertaken.
- The paper must be typewritten, double-spaced, and can be no longer than 5,000 words in length.
- The paper must be accompanied by an abstract of not more than 300 words.
- The submission will include a statement clearly indicating the candidate's relationship to the study or project in terms of design, conduct of the work, analysis of data, and authorship of the paper itself.
- Each application must be submitted electronically, in one document, formatted in Adobe Acrobat®.
- Submission must be received at ITE Headquarters office **no later than 5:00 pm by the deadline of April 1, 2011.**
- Submit application to:**

Carol MacDougall

cmacdougall@ite.org

Subject Line: Past Presidents' Award

EVALUATION CRITERIA:

- Originality – 20%
- Significance – 20%
- Scope, format, clarity – 20%
- Validity – 20%
- Applicability – 20%

AWARD:

- Recognition at the ITE Annual Meeting and in *ITE Journal*
- Inscribed certificate
- Up to \$1,500 travel reimbursement to attend the ITE Annual Meeting (at which the award will be presented)

Questions regarding the Past Presidents' Award for Merit in Transportation may be directed to:

Carol MacDougall
cmacdougall@ite.org
202-785-0060 ext. 134

Institute of Transportation Engineers

SECTION ACTIVITIES AWARD

Application Deadline: April 1, 2011*

****Only for Southern District (District 5): deadline for the applications is March 1, 2011.**

Initiated in 1992, the Section Activities Award is designed to encourage and promote active involvement by ITE sections in activities promoting the purpose and objectives of ITE. It recognizes the overall quality of section activities, be they technical or non-technical in nature, and may include technical meetings, technical committees, technical reports, seminars and training programs, student participation, career guidance, membership campaigns, public relations activities and others.

ELIGIBILITY:

- Activities conducted jointly by more than one Section are eligible for consideration.
- Activities must have been ongoing or have been completed during the preceding calendar year.

SUBMITTAL PROCEDURE:

- Submittals will include a concise summary of the reasons for nomination, in particular the overall program of activities within the Section.
- In order for the Section to qualify for the award on the District and International level, the following must be submitted:
 - Completed Section Annual Report Form (attached)
 - A summary of Section Activities for the year – not to exceed three pages
 - Any material beyond the Annual Report and Activities Summary labeled as attachments
- All entries must be submitted electronically to the District Award Coordinator **no later than April 1, 2011**. The application must be formatted in Adobe Acrobat®. Any award submission received by the Award Coordinator after this date will not be considered. All entries for this award must be sent to the Award Coordinator first, do not send to ITE as this will delay your application being judged in a timely manner.

EVALUATION CRITERIA

- Originality or innovation of the activities
- Motivation to undertake the activity
- Level of commitment and involvement of the Section leadership and membership
- Applicability to other Sections
- Effectiveness of the activities achieving the planned objectives

AWARD

- Recognition at the ITE Annual Meeting and in ITE Journal
- Plaque
- Up to \$1,000 travel reimbursement to attend the ITE Annual Meeting

Questions regarding the Section Activities Award may be directed to:

Shana Gipson
sgipson@ite.org
202-785-0060 ext. 138

2011 District Award Coordinators – Section Activities

<u>District</u>	<u>District Description</u>	Section Activities Coordinator
Northeastern	Connecticut, Maine, Massachusetts, New Hampshire, New Jersey (north of southern borders of Mercer and Monmouth counties), New York, Rhode Island and Vermont	Beginning January 1, 2011: Armando Lepore (973) 565-7855 alepore@panynj.gov
Mid-Colonial	Delaware, District of Columbia, Maryland, New Jersey (south of the northern borders of Burlington and Ocean counties), Pennsylvania, West Virginia, and Virginia counties of Arlington, Fairfax, and the cities and towns located within the confines of these counties.	Jennifer Walsh (215) 283-9444 ext. 220 jennifer.walsh@mcmtrans.com
Great Lakes	Indiana, Michigan, Ohio	James Loew (317) 844-8900 jloew@farrar-garvey.com
Midwestern	Arkansas, Illinois, Iowa, Kansas, Minnesota, Missouri, Nebraska, North Dakota, Oklahoma, South Dakota and Wisconsin	Peter Lemmon (773) 450-3532 plemmon@traffic-ad.com
Southern	Alabama, Georgia, Kentucky, Louisiana, Mississippi, north Carolina, South Carolina, Tennessee, Virginia (with the exception of the counties of Fairfax and Arlington and the towns and cities within the confines of these counties)	Craig Hanchey (615) 383-8420 craig.hanchey@neel-schaffer.com
Western	Alaska, Arizona, California, Colorado, Hawaii, Idaho, Montana, Nevada, New Mexico, Oregon, Utah, Washington, Wyoming and all US Territories not in District Ten	Karen Aspelin (505) 350-6972 kaspelin@vectormm.com
Canadian	Canada	Jeannette Montufar (204) 474-6799 montufar@cc.umanitoba.ca
International	All countries outside continental United States, its territories	Shana Gipson – ITE HQ (202) 785-0060 ext. 138 sgipson@ite.org
Texas	Texas	Melisa Finley (979) 845-7596 m-finley@tamu.edu
Florida	Florida and Puerto Rico	Rob Fulp (813) 285-5069 rwf_tpa@verizon.net

Section Annual Report

for the period January 1, 20__ to December 31, 20__

for the _____ Section

Current Officers and Committee Chairs:

President _____

Vice President _____

Secretary _____

Treasurer _____

Technical Chair _____

Membership Chair _____

Legislative Coordinator _____

Student Chapter Coordinator _____

Others:

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Membership:

Number	Membership Grade	Section Annual Dues Rate
_____	Honorary	\$ _____
_____	Fellow	\$ _____
_____	Fellow Life	\$ _____
_____	Fellow Retired	\$ _____
_____	Member 10	\$ _____
_____	Member	\$ _____
_____	Member Life	\$ _____
_____	Member Retired	\$ _____
_____	Associate 10	\$ _____
_____	Associate	\$ _____
_____	Associate Life	\$ _____
_____	Associate Retired	\$ _____

_____	Institute Affiliate	\$ _____
_____	Institute Affiliate Retired	\$ _____
_____	Student Member	\$ _____

Section Affiliates [List Each Type]:

_____	_____	_____
_____	_____	_____
_____	_____	_____

Financial:

Does your section have a Federal Employer Identification Number?

Yes No

If yes, what is the number? _____

Balance of Funds on hand at the Beginning of the Reporting Period: \$ _____

Income for the Reporting Period:

Membership Dues	\$ _____
Gross Income from Meetings	\$ _____
Investment Income	\$ _____
Advertising Income	\$ _____
Contributions	\$ _____
Other Principal Sources of Income (please list below):	\$ _____
	\$ _____
	\$ _____
	\$ _____

Total Income: \$ _____

Expenditures for the Reporting Period:

Newsletter Printing/Postage	\$ _____
Travel	\$ _____
Meetings	\$ _____
Special Projects	\$ _____
Awards	\$ _____
Scholarships	\$ _____
Other Expenditures:	\$ _____
	\$ _____
	\$ _____
	\$ _____

Total Expenditures: \$ _____

Net Income (Expense) \$ _____

Balance of Funds on hand at the End of the Reporting Period: \$ _____

Was there a change in the Section Bylaws during this reporting period? (If yes, please attach a copy of the new bylaws.)

Yes No

Technical Activities:

List Projects underway by title and, if available, provide expected date of completion:

List Projects by title, which were completed during this reporting period and, if available, attach a copy of the report:

Legislative Activities during this reporting period:

Meetings held during this reporting period:

Date: _____ Location: _____
Purpose: _____ Attendance: _____

Date: _____ Location: _____
Purpose: _____ Attendance: _____

Date: _____ Location: _____
Purpose: _____ Attendance: _____

Date: _____ Location: _____
Purpose: _____ Attendance: _____

Date: _____ Location: _____
Purpose: _____ Attendance: _____

Date: _____ Location: _____
Purpose: _____ Attendance: _____

Student Chapter Activities during this reporting period:

Awards Presented during this reporting period:

Award Name: _____
Recipient's Name: _____
Purpose of Award: _____

Form of the Award: _____

Award Name: _____
Recipient's Name: _____
Purpose of Award: _____

Form of the Award: _____

Award Name: _____
Recipient's Name: _____
Purpose of Award: _____

Form of the Award: _____

Award Name: _____
Recipient's Name: _____
Purpose of Award: _____

Form of the Award: _____

Institute of Transportation Engineers

Wilbur S. Smith Distinguished Transportation Educator Award

This award is presented in cooperation with:

American Road and Transportation Builders Association • Federal Highway Administration • Highway Traffic Bureau Alumni Association • Transportation Research Board

All 2011 Wilbur S. Smith Award nominations are due by Nov. 16, 2010.

The Wilbur S. Smith Award may be awarded annually for outstanding contribution to the field of transportation education. The purpose of the award is to recognize a transportation educator who has made an outstanding contribution to the transportation profession by relating academic studies to the actual practice of transportation. The award recognizes those transportation educators who help their students to advance their professional development, enhance their opportunities to come into contact with practicing transportation professionals and to become active participants in the profession.

ELIGIBILITY: To be eligible for the award the nominee must:

- ❑ Be employed or have been employed by a higher education institution to teach undergraduate and/or graduate courses in transportation.
- ❑ Have provided students with the opportunity to relate their course work in transportation to the actual practice of transportation. Such opportunities may include but are not limited to visits to agencies and firms, guest lectures by practicing professionals, exposure to current transportation policy issues and programs, encouraging part time and/or summer employment in transportation and participating in community service projects to address current transportation issues.
- ❑ Have provided students with knowledge, skills and values that will help them to anticipate needs to harness innovative, cost effective technologies to solve problems as transportation professionals.

SELECTION PROCESS:

- ❑ A nomination letter (no longer than 2 pages) must be submitted identifying the candidate (name, title, position, address, name of university/college) and addressing the above eligibility criteria.
- ❑ Additional material may be included with the nomination letter, but to be considered the packet must at least contain a nomination letter.
- ❑ All materials must be submitted electronically formatted in Adobe Acrobat®; no spiral bound packets please.
- ❑ Everything must be submitted **on or before November 16, 2010.**

SUBMITTAL PROCEDURE:

- ❑ Please submit the nomination packet to Tatiana Richey, Technical Programs Associate, ITE, 1627 I (“Eye”) Street, NW, Suite 600, Washington, DC 20006 or by email to trichey@ite.org. Questions may be directed to Tatiana Richey at +1 202-785-0060 ext. 604.

AWARD:

- ❑ Recognition at the ITE Annual Meeting and in *ITE Journal*
- ❑ Inscribed plaque

Questions regarding the Wilbur S. Smith Award may be directed to:

Tatiana Richey
trichey@ite.org
202-785-0060 ext. 604

Institute of Transportation Engineers

TRANSPORTATION ACHIEVEMENT AWARD

Application Deadline: April 1, 2011

The Transportation Achievement Award may be awarded annually for excellence in the advancement of transportation to meet human needs by entities concerned with transportation such as governmental agencies, legislative bodies, consulting firms, industry and other private sector organizations. The Transportation Consultants Council has endowed this award. The purpose of the award is to recognize an organization for a program, project or concept having a significant positive effect on transportation planning, design or operations.

ELIGIBILITY:

- To be an eligible recipient for the proposed awards, the candidates can be: a government agency or entity, a transportation consulting firm, a private business or corporation, a combined public/private institution, an academic institution or any other appropriate entity.

AWARD CATEGORIES:

- Awards will be presented for outstanding transportation achievements in the following categories: Facilities, Operations and Safety.
- All applicants are limited to submitting under one category only; applications may not be submitted under multiple categories.

SUBMITTAL PROCEDURE:

- Each submittal may be no longer than 3 total pages in length (*the submittal form, plus two additional pages*).
- Each application must be submitted electronically, in one document, formatted in Adobe Acrobat®.
- Submission must be received at ITE Headquarters office **no later than 5:00 pm by the deadline of April 1, 2011.**
- Submit application to:**

Carol MacDougall

cmacdougall@ite.org

Subject Line: Transportation Achievement Award

EVALUATION CRITERIA:

- Development of an innovative concept in transportation planning, design or operations;
- The innovative application of a proven concept in transportation planning, design or operations;
- The implementation of a “difficult” transportation program through perseverance in its development and promotion;
- A program or project having a significant effect on transportation;
- A multi-faceted transportation program or project, combining many innovative and/or well-applied concepts;
- A program or project promoting a major advance in the efficiency and/or economy of transportation.

AWARD:

- Recognition at the ITE Annual Meeting and in *ITE Journal*
- Plaque

Questions regarding the Past Presidents’ Award for Merit in Transportation may be directed to:

Carol MacDougall

cmacdougall@ite.org

202-785-0060 ext. 134

**2011 TRANSPORTATION ACHIEVEMENT AWARD
SUBMITTAL FORM**

Deadline: April 1, 2011

Title of Project:

- 1. Description of Project (To include Objective, Status, Outcomes, etc):**

- 2. Why do you feel this project is worthy of this award?**

Please answer above questions each on a separate sheet not to exceed a page. The total application cannot exceed three pages, which includes the submittal form.

Award Category (please check the appropriate category, ONE category only):

Operations

Facilities

Safety

Agency / Client:

Address Information:

Contact Person: _____

Title: _____

Organization: _____

Telephone: _____

E-mail: _____

Submitting Organization: _____

Full Address Information: _____

Contact Person: _____

Title: _____

Telephone: _____

E-mail: _____

- The sponsoring organization has been notified of this submittal.

***NOTE: The Agency/Client, if not the submitting organization, must be notified that the project has been submitted for consideration for this award.**

Please complete the form and return by email no later than 5:00pm on April 1, 2011 to:

Carol MacDougall, Meetings Manager and Executive Assistant to the Executive Director

E-mail: cmacdougall@ite.org