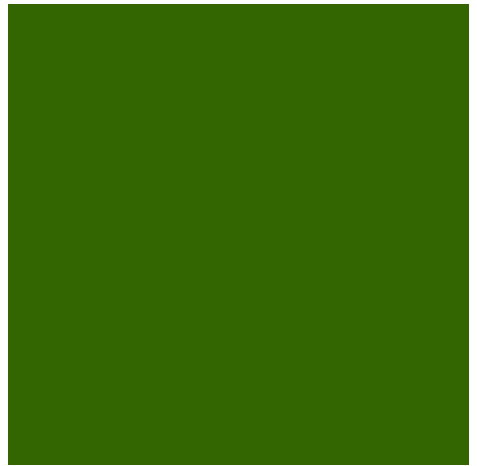




Industry Awards Program

RECOGNIZING EXCELLENCE IN LANDSCAPE DESIGN AND ENVIRONMENTAL IMPROVEMENT



MICHIGAN NURSERY & LANDSCAPE ASSOCIATION

Industry Awards Program

The MNLA Industry Awards Program is intended to increase the awareness of quality landscape design and its role in the improvement of the environment. Through this program, outstanding landscapers, designers, installers, and owners are recognized and honored.

ELIGIBILITY

The MNLA Industry Awards Program is open to MNLA Members.

ENTRY FEES AND DEADLINE

Complete and return the entry form with payment for each project to be submitted. Each project entry requires a separate entry form (copies of the entry form are acceptable). A fee of \$150.00 per entry must accompany each project entry.

Project entry forms and payment must be completed online, postmarked or received at the Michigan Nursery and Landscape Association office by 5:00 pm on November 1. The mailing address is: **MNLA, 2149 Commons Parkway, Okemos, MI 48864**

Photos may be submitted online via WeTransfer, www.wetransfer.com. This service is free to use and does not require registration. Please contact Becky at Becky@MNLA.org or (517) 381-0437 for questions and instructions.

SIGNATURE OF RELEASE

Please sign the release statement included on the entry form. Your project will not be judged without your signature of release. Once received, all entry materials become the property of the MNLA and will not be returned for any reason. MNLA accepts no responsibility for copyrights or photographic fees.

ENTRY RULES

- Entries must be received or postmarked by November 1.
- Entrant must be an MNLA member in good standing.
- Residential and commercial landscapes of MNLA members and employees are eligible.
- The Industry Awards Judging Committee Chairperson will make decisions when eligibility concerns that are not covered by the rules become an issue.
- There is not a predetermined number of awards to be presented. The judges may recommend any number of entries to receive an award or may recommend that awards not be provided in every category.
- Judges may inspect the physical project site.
- The price category of the project should reflect only the cost of the landscape development, not irrigation systems.
- A single project may be entered in one category, each project must be submitted with an entry form, photos, and fees:
 - Landscape Design
 - Landscape Design & Installation
 - Landscape Installation
 - Landscape Management
 - Special Projects
 - Consumer Show Landscapes



Questions: Contact MNLA Industry Awards Coordinator at (517) 381-0437
Return Completed Form to: MNLA, 2149 Commons Parkway, Okemos, MI 48864



JUDGING

All projects submitted are reviewed by the photos, landscape plans, and the accompanying descriptions. Keep descriptions concise and to the point. Make sure to include all of the challenges of the project and unique concepts. The descriptions should provide the Industry Awards Judging Committee with a full understanding of the project.

A panel of Landscape Professionals including Landscape Designers, Architects, Nurserymen, and/or Educators will judge the entries. Projects will be judged on the basis of difficulty, craftsmanship, proper horticultural practices, and relative contribution to the quality of the environment. Also, judges will assess criteria specific to each category.

The judging process is “blind”, meaning that the entrant’s firm, designer and client’s identities are not revealed to the Industry Awards Judging Committee. The type, size, and cost of the project are not part of the judging criteria. All entries will be reviewed and judged from the plan(s) and photo images submitted.



AWARDS ANNOUNCEMENT

The Industry Awards Judging Committee will review all submissions and notify entrants in December. The award winners will be announced to national, state, or local media after all award recipients have been announced at GLTE.

Award recipients will be honored at the Industry Awards Ceremony, which will be held at the annual Great Lakes Trade Exposition (GLTE) in January. Winning projects will be on display during the GLTE and award winning projects will be featured in The Michigan Landscape™ magazine, on the MNLA website (www.mnla.org), and in media press releases.



PHOTOS

- All entries will be reviewed from the photo images submitted by the entrant and must be accompanied by corresponding photo numbers to the location for each photo image provided with the entry.
- Digital photos **MUST** be labeled and submitted with the entry form or sent via WeTransfer at www.wetransfer.com. This service is free and allows you to send large files. A maximum of 15 images can be submitted for each project entry. Contact Becky at Becky@MNLA.org or at (517) 381-0437 with questions and for instructions.
- It is important that your photos be of the highest quality and provide an adequate and thorough view of your project. Photos should show sufficient detail to allow judges to adequately determine quality of work performed.
- Pre-project, during, and post-completion photos taken from the same vantage point are most useful.
- Overhead photos taken from a deck, upstairs window or roof are helpful, as well as lower ground-level photos.
- Close-up photos of construction detail are recommended.
- Candid photos of people utilizing the site demonstrate use and scale.
- If seasonal effects are important to the entry, photos of the same area within the site should be taken several times during the year.
- Photos that portray compatibility of materials and demonstrate textural qualities are suggested.
- Wet decks and walks photograph better than dry.
- Include photos of the crew working on the various aspects of the project.
- Bracket photo exposures for difficult light situations. If using light meters rather than automatic settings, take photos at different speeds.
- Include focal points (i.e. walls, gates, statuary, people).



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Entry Categories



LANDSCAPE DESIGN

Design-Only: This Category is open to Landscape Designers, Landscape Architects and/or firms whose sole purpose is to produce a landscape design/plan. Although the Designer/ Firm can act as an agent of the property owner during installation, the Designer/Firm may not be responsible for or conduct the installation. The Installation Contractor may submit a project entered in this category in the Landscape Installation Award Category. Projects in this category must have been completed within the last five (5) years.

Submit a complete set of as-built landscape plans (not to exceed 8.5" x 11") with title block omitted. Provide any additional pages (not to exceed 5 pages) that highlight key areas of the design that are not easily legible at the scale required to fit an 8.5" x 11" page.

Photo Checklist:

- Photo images depicting the as-built project should correspond with your description and explain how specific design criteria were met throughout the project.

Project Description Checklist:

- Your project description should focus on the program elements and how your landscape design met the client's specific requirements.

Sub-Category

Commercial Design

- Under \$50,000
- \$50,000 - \$100,000
- Over \$100,000

Residential Design

- Under \$50,000
- \$50,000 - \$100,000
- Over \$100,000

Judging Criteria for Landscape Design:

1. Overall Design Quality/ Creativity
2. Design Elements: Line, Form, Color, Texture
3. Organization of the Landscape Space, Circulation and Ease of Movement through the site
4. Plant Selection
5. Planting Design/ Plant Placement
6. Selection of Hardscape Materials
7. Design and Use of Hardscape
8. Integration of Plants and Hardscape
9. Degree of Difficulty

LANDSCAPE DESIGN & INSTALLATION

This Category is open to individuals or firms that performed the majority of both the landscape design/ plan and installation of the project can enter in this category. Projects in this category must have been completed within the last five (5) years. Submit an image of the landscape plan (not to exceed 8.5" x 11") with title block omitted. Provide any additional pages (not to exceed 5 pages) that highlight key areas of the design that are not easily legible at the scale required to fit an 8.5" x 11" page.

Photo Checklist:

- Photo images should correspond with your description and explain how specific design criteria were met throughout the project.
- Photo images should include the site at all stages of project installation (pre-installation, during, and post-installation).

Project Description Checklist:

- Your project description should focus on the program elements and how your landscape design met the client's specific requirements.
- Explanations of the special challenges associated with the installation should be provided.

Sub-Category

Commercial Design & Installation

- Under \$50,000
- \$50,000 - \$100,000
- Over \$100,000

Residential Design & Installation

- Under \$50,000
- \$50,000 - \$100,000
- Over \$100,000

Judging Criteria for Landscape Design & Installation:

1. Overall Design Quality/ Creativity
2. Design Elements: Line, Form, Color, Texture
3. Organization of the Landscape Space, Circulation and Ease of Movement through the site
4. Plant Selection
5. Planting Design, Plant Placement
6. Quality of Plant and Planting Beds Installation
7. Design and Use of Hardscape
8. Craftsmanship/ Quality of Hardscape Construction
9. Overall Appearance
10. Degree of Difficulty

Entry Categories

LANDSCAPE INSTALLATION

Build-Only: This Category is open to individuals or firms whose sole purpose was to install a landscape project that was designed/ prepared by a non-company employed Landscape Designer or Landscape Architect. The Landscape Installation Contractor is acting as a subcontractor of the Designer/Firm or is contracted directly by the property owner. The Installation Contractor may enter a project regardless whether the Designer/Firm submitted the same project in the Landscape Design Category. Projects in this category must have been completed within the last Five (5) years.

Photo Checklist:

- Photo images should include the site at all stages of project installation (pre-installation, during, and post-installation).

Project Description Checklist:

- Explanations of the special challenges associated with the installation should be provided.

Sub-Category

Commercial Installation

- Under \$50,000
- \$50,000 - \$100,000
- Over \$100,000

Residential Installation

- Under \$50,000
- \$50,000 - \$100,000
- Over \$100,000

Judging Criteria for Landscape Installation:

1. Overall Appearance
2. Quality of Plant Materials
3. Plant Placement
4. Craftsmanship/ Quality of Plant Installation
5. Craftsmanship/ Quality of Planting Beds Installation
6. Quality of Hardscape Materials
7. Craftsmanship/ Quality of Hardscape Construction
8. Turf Installation
9. Degree of Difficulty

LANDSCAPE MANAGEMENT

Projects in this category must be a least four (4) years old and under your continual maintenance for at least one (1) year.

Photo Checklist:

- Show close-up and whole landscape angles of the plant material.

Project Description Checklist:

- Indicate if seasonal color, fertilization, etc. are included in the contract.
- Describe the scope of the project and the maintenance procedures involved at the site, particularly if any unusual constraints were involved.
- Indicate if there were special pest control issues, describe maintenance schedules, and any significant challenges associated with the project.
- Mention the length of time that you have been maintaining the project.

Sub-Category

Commercial Management

- Under \$15,000
- \$15,000 - \$30,000
- Over \$30,000

Residential Management

Judging Criteria for Landscape Management:

1. Quality of Turf
2. Quality of Hardscape
3. Quality of Plant Material
4. Condition of Planting Beds
5. Attention to Detail, Which Includes Overall Appearance
6. Degree of Difficulty

Entry Categories



SPECIAL PROJECTS

Projects in this category must have been completed within the last five (5) years.

Projects in this category include a unique feature, element or component of an interior or exterior landscape project that does not fall into the other established categories.

Photo Checklist:

- Photo images should include the site at all stages of project installation (pre-installation, during, and post-installation).

Project Description Checklist:

- Explanations of the special challenges associated with the installation should be provided.

Sub-Category

Commercial

- Under \$50,000
- \$50,000 - \$100,000
- Over \$100,000

Residential

- Under \$50,000
- \$50,000 - \$100,000
- Over \$100,000

Judging Criteria for Special Projects:

1. Degree of Difficulty
2. Appropriate to Function
3. Quality of Installation
4. Quality of Materials
5. Attention to Details/Appearance

CONSUMER SHOW LANDSCAPES

Projects in this category are for displays created at regional garden shows or expos, which are open to the consumer public.

Photo Checklist:

- Photo images should include the site at all stages of project installation (pre-installation, during, and post-installation).

Project Description Checklist:

- Explanations of the special challenges associated with the installation should be provided.

Sub-Category

- Under 400 Square Feet
- Over 400 Square Feet

Judging Criteria for Consumer Show Landscapes:

1. Plant Placement
2. Choice & Quality of Plant Materials
3. Overall Appearance
4. Overall Design
5. Quality of Construction
6. Degree of Difficulty
7. Ease of Movement Through the Site

Entry Form

Please type or clearly print all information on this form. Please note that at no time during the judging process will the Judging Committee see company, designer or client names.

PROJECT INFORMATION Complete and return this form, online or via mail, with payment (\$150.00 per entry) for each project submitted. Each project entry requires a separate Entry Form (copies are acceptable). Project entry forms and payment must be postmarked or received at the MNLA office by 5:00 pm on November 1. **MNLA, 2149 Commons Parkway, Okemos, MI 48864.** (Make checks payable to MNLA.)

Name of Project: _____ **Client:** _____

Project Address: _____ **City:** _____ **State:** _____ **Zip:** _____

Project Completion/Take Over Date: _____

Firm Name: _____ **Contact Person for Project:** _____

Address: _____ **City:** _____ **State:** _____ **Zip:** _____

Phone: _____ **Email:** _____

Project Designed By (Company): _____ **Designer Name:** _____

Registered Landscape Architect Landscape Designer Architect Certified Green Industry Professional

Address: _____ **City:** _____ **State:** _____ **Zip:** _____

Phone: _____ **Email:** _____

PROJECT CATEGORY Please indicate the category of your project by checking the appropriate box below. (Check only one)

Landscape Design

Commercial

- Under \$50,000
- \$50,000 - \$100,000
- Over \$100,000

Residential

- Under \$50,000
- \$50,000 - \$100,000
- Over \$100,000

Landscape Management

Commercial

- Under \$15,000
- \$15,000 - \$30,000
- Over \$30,000

Residential

Landscape Design & Installation

Commercial

- Under \$50,000
- \$50,000 - \$100,000
- Over \$100,000

Residential

- Under \$50,000
- \$50,000 - \$100,000
- Over \$100,000

Special Projects

Commercial

- Under \$50,000
- \$50,000 - \$100,000
- Over \$100,000

Residential

- Under \$50,000
- \$50,000 - \$100,000
- Over \$100,000

Landscape Installation

Commercial

- Under \$50,000
- \$50,000 - \$100,000
- Over \$100,000

Residential

- Under \$50,000
- \$50,000 - \$100,000
- Over \$100,000

Consumer Show Landscapes

- Under 400 Square Feet
- Over 400 Square Feet

ADDITIONAL DOCUMENTATION CHECKLIST (To be submitted on additional pages)

Project Description Specific Work Performed by Subcontractors Photos and Descriptions

(Photos should be submitted in the order that you want them viewed by judges. Name each photo and label the jump drive or file if sent via WeTransfer, with the name of the entrant and project name. On a separate page, write the photo name and a description of each photo.)

If your project should win an award, which 3 photos would you recommend? _____

I verify that all of the information on this form and included in this award submittal is accurate. I also understand that all entry materials become property of the MNLA and will not be returned for any reason. MNLA accepts no responsibility for copyrights or photographic fees. Entry will not be judged without an authorized signature.

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