



BCRPA Provincial Award Nomination Reference Guide for Facility Excellence

BC Recreation and Parks Association is pleased to host an annual Awards program that recognizes outstanding special events, programs, facilities, parks, and dedicated individuals whose ideas, innovation, and services make an impact in the recreation and parks sector.

The **Facility Excellence Award** recognizes outstanding facility design that reflects community culture. The facility spaces are accessible to all patrons, engages community members in design consultation, and ultimately improves the well-being of the community.

The deadline for nominations is: 11:59 PM, Friday, February 25, 2022

Eligibility Requirements:

1. Either the **nominator** or **applicant** must be a BCRPA member.
2. The Nominee (the Facility) must be owned and operated by a currently enrolled Local Government, Affiliate, or Corporate Member.
3. Whether renovated, refit, or new, the facility **must be open for a minimum of one year** following the launch.
4. The facility can either be outdoor or indoor, but **must be a physical structure**.

In addition to the questions listed below, you will be asked to provide:

- Contact information and BCRPA Membership status of the Nominator / Applicant
- Contact information and BCRPA Membership status for the Nominee
- Capital cost of the project (less than \$1 million, or more than \$1 million)
- **Upload 3 to 5 high resolution images** (300 dpi in jpg, png, tiff or eps format - maximum file size of 10 MB each)
- **Submit two (2) Letters of Impact***, each not to exceed **2 pages** (pdf or .docx files - maximum file size of 10 MB each)
 - One letter of impact must be **from a participating citizen/community member**
 - One letter of impact must be **from a community partner**
- You will also be asked to complete a **photography release form** (to be completed by the copyright holder) and an **application release form**. Both forms are integrated into the online nomination form.

Submit your Facility Excellence nomination online at:

<https://survey.alchemer.com/s3/6645660/2022-Nomination-Form-for-Facility-Excellence>

If you have any questions, please contact the 2022 Provincial Awards Review Committee, c/o Connie Mah, Administrator, [by email](#).



Facility Excellence Nomination Questions

1. Describe the rationale for the facility. *Word limit: 600*

- How does the facility fill a gap or address an anticipated need in the community?
- How does the design and development of the facility incorporate the community culture?
- How does the facility remove barriers in order to be accessible to all abilities, ages, genders, cultures, etc. as they may relate to this project?
- How accessible is the facility to the community (e.g. by active-transportation, by multiple modes of transportation)?

2. Describe the facility features. *Word limit: 600*

- How is the design of the facility creative or innovative in addressing the identified need(s)?
- How does the facility focus on community place-making and serve as a gathering place?
- How were residents and stakeholders engaged to provide community-based input?
- How does the facility reflect community uniqueness and history?
- Were green considerations incorporated in the design, construction, and operations? If so, please provide specific examples.

3. Describe the overall reach and impact that the facility has had on the community. *Word limit: 600*

- What is the impact of the facility on health and wellness, and social well-being of the community, including reaching hard to reach populations?
- Describe how the facility reflects the community: what are the demographics of people who use the park the most; how does it provide an opportunity for community connections?
- Who does the facility reach outside the immediate jurisdiction or target population?

4. What were the lessons learned during the facility design, construction and implementation? *Word limit: 250*