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| NOMINATION FORM**Intelligent Community of the Year Awards** Phase One: Smart21 Communities of the Year | 2014 |

The Intelligent Community Forum will use the data provided on this form for the first stage of its interna­tional awards program: the selection of the Smart21 Communities of the Year, semi-finalists for the Intelligent Community of the Year award. The Smart21 will be announced in October at a ceremony hosted by the Institute for the Study of the Intelligent Community at Walsh University in Canton, Ohio, USA. After the announcement of the Smart21, the Awards program will proceed as follows:

October-December 2013

Each of the Smart21 Communities is required to complete a detailed questionnaire in order to be consid­ered for ICF’s Top7 and Intelligent Community of the Year (ICY) awards. The information in this form will be evaluated by an independent research firm, which produces numerical scores for each community.

January 2014

The seven top-scoring communities are named as ICF's Top7 Intelligent Communities (finalists) online and at an event at Taichung City, Taiwan, the 2013 Intelligent Community of the Year.

Feb-April 2014

The Top7 Communities host an ICF co-founder for not more than two business days, at the commu­nity's expense, for a site visit to validate the information provided to the Forum. The co-founder's report on the community is reviewed by the international jury, which votes on its choice for ICY. To select Intelligent Community of the Year, ICF combines the quantitative scores of the independent research firm on a weighted basis with the independent votes of the jury.

June 2014

ICF invites representatives and citizens from the Top7 to New York City for its annual Summit. Each of the Top7 will participate in roundtable discussions, a ceremony honoring their achievement and an individual interview on stage. On the final day of the Summit, one of the Top7 will be named Intelligent Community of the Year. The Intelligent Community of the Year is barred from entering the Awards program again but is named to the international jury.

Association

Communities named to the Smart21, Top7 or Intelligent Community of the Year become eligible to join the ICF Foundation, the membership association of the Forum, which provides a permanent platform for collaboration on economic development and driving the growth of the Intelligent Community movement.

Deadline for Nominations:

**23 Sept 2013**

**Completing the Application.** Fill in the fields below. Each field will expand to make room for your complete answer. Save the file to your computer and email it to ICF at awards@intelligentcommunity.org **by September 23, 2013.** The Analysts for the Smart21 will use only the information on this form in making its evaluation.Do not send additional information or attachments.

**2014 Theme: Community as Canvas.** In the 2013-2014 Awards cycle, ICF will focus on the power of culture to help or hinder the transformation of towns, cities and regions into Intelligent Communities. Culture is a word that defies easy definition. Say the word in one situation, and it is about the arts and traditional crafts. Mention it in business, and you are talking about the shared identity of the group and how individuals in that group should behave. In a place, whether city or nation, it means the accumulation of history, language and shared experience that shapes every individual and institution. Culture is all of these things – which is why it matters so much. Culture gives us a sense of identity and belonging. It is the foundation for all progress and also and set limits to how much progress we can make. The 2013-2014 Awards will examine three specific aspects of culture in the Intelligent Community - in local arts and crafts, as heritage, and as embedded attitudes – and how culture helps power community success. More information is available in the white paper, *Community as Canvas*, available on the Nominations page at [www.intelligentcommunity.org/nominations](http://www.intelligentcommunity.org/nominations).

**Nomination**

**Name of Community**

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The following questions provide an opportunity to tell the community's story: its recent history and background, the challenges it faces, how the community has met those challenges, and the results it has achieved. **Before answering the questions, review the description of the Intelligent Community Indicators and Success Factors** beginning on page or visit ICF's Web site at [www.intelligentcommunity.org](http://www.intelligentcommunity.org). Your nomination will be more successful if you fully understand how ICF analyzes a community’s development.

 As you answer the questions, you will find overlap in content among them. This is deliberate: it offers you the opportunity to tell multiple stories about your community’s experience. Wherever possible, avoid repeating information from one question to another.

**Vital Statistics**

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| Population | Municipality |       | Metro Area (if applicable) |       |

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| Labor Force | Municipality |       | Metro Area (if applicable) |       |

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| Area | Municipality |       | Metro Area (if applicable) |       |

1. **Background** (Maximum: 1 page) Describe the community’s location, features of interest, demographics and history that relate to current conditions.

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2. **Challenge** (Maximum: 3 pages) Describe the economic, social, political, and technological challenges to the community’s future that led it to begin a process of change using information and communications technology.

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3. **Strategy & Programs** (Maximum: 3 pages) Explain the ideas, plans and process that the community put into place to address these challenges and seize opportunities. Describe the organizations involved, how collaboration was established, and how key ideas were developed and formed into a coherent strategy. Please organize your response by Intelligent Community Indicator.

Introduction

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Broadband

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Knowledge Workforce

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Digital Inclusion

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Innovation

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Marketing and Advocacy

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4. **Results** (Maximum: 3 pages) Describe the results produced to date by the strategy in terms of new infrastructure, new investment, better quality of life, improved educational achievement, employment growth, income growth, new industries or growth in existing industries (including small and medium-size businesses), and new efficiencies for citizens and organizations. Please organize your response by Intelligent Community Indicator.

Introduction

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Broadband

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Knowledge Workforce

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Digital Inclusion

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Innovation

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Marketing and Advocacy

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5. **Community as Canvas** (Maximum: 3 pages)

 a. Culture as Art & Craftwork. Provide an example of the direct contribution of the arts (visual, performing, musical,etc.) and craftwork to the city or region. The contribution may be in economic terms, in changing citizen perceptions of the community, in attracting and retaining employers and employees, or a combination of them all.

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 b. Culture as Heritage. Provide an example of how your city or region’s history and traditions have contributed to its progress as an Intelligent Community. How has today’s development reflected the past or how has citizens’ understanding of your heritage helped them accept and support change?

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 c. Culture as Attitude. Provide an example of common attitudes stemming from your history and traditions that support and accelerate progress on your Intelligent Community initiatives, as well as attitudes that represent an obstacle to progress, and how they are overcome.

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**Key Contacts**

6. Please provide contact information for a key public-sector, private-sector and nonprofit leader involved in your community's Intelligent Community programs.

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| Public-Sector Official |

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| Name:       |
| Title:       |
| Organization:       |
| Telephone:       | Email:       |
| Contribution to the Community: |       |

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| Private-Sector Executive |

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| Name:       |
| Title:       |
| Organization:       |
| Telephone:       | Email:       |
| Contribution to the Community: |       |

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| Nonprofit Executive  |

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| Name:       |
| Title:       |
| Organization:       |
| Telephone:       | Email:       |
| Contribution to the Community: |       |

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7. Please provide the name and contact information for the person to be contacted by ICF in connection with this application.

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| Name:       |
| Title:       |
| Organization:       |
| Telephone:        | Fax:       |
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8. Please provide from your own press list up to 10 local and regional media (print, broadcast or online), including the publication's name, the name and title of an editor or reporter, and an email address.

| **Publication** | **Editor/Reporter** | **Email Address** |
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**Ownership of Information**

By submitting this information, the above-named community attests and acknowledges that:

* All information provided is accurate and fairly represents the past and current condition of the community to the best knowledge of the individual submitting the information.
* All information submitted to the ICF in connection with its international awards program becomes the property of the Intelligent Community Forum and will be used for the purposes of research, analysis and publication in pursuit of its global mission.

**Intelligent Community Indicators**

For a complete description of the Intelligent Community Indicators, visit [www.intelligentcommunity.org](http://www.intelligentcommunity.org) and select "Intel Comm Indicators" on the Intelligent Communities menu.

1. **Broadband Connectivity.**  Broadband is the new essential utility, as vital to economic growth as clean water and good roads. Intelligent Communities express a clear vision of their broadband future and craft policies to encourage deployment and adoption.

2. **Knowledge Workforce.** A knowledge workforce is a labor force that creates economic value through the acquisition, processing and use of information. Intelligent Communities exhibit the determination and demonstrated ability to develop a workforce qualified to perform knowledge work from the factory floor to the research lab, and from the construction site to the call center or Web design studio.

3. **Innovation.** Intelligent Communities work to build the local innovation capacity of new companies, because these produce all of the job growth in modern economies, and invest in e-government programs that reduce their costs while delivering services on the anywhere-anytime basis that digitally savvy citizens expect.

4**. Digital Inclusion.** As broadband deploys widely through a community, there is serious risk that it will worsen the exclusion of people who already play a peripheral role in the economy and society, whether due to poverty, lack of skills, prejudice or geography. Intelligent Communities promote digital inclusion by creating policies and funding programs that provide “have-nots” with access to digital technology and broadband, by providing skills training and by promoting a compelling vision of the benefits that the broadband economy.

5. **Marketing and Advocacy.** Like businesses facing greater global competition, communities must work harder than ever to communicate their advantages and explain how they are maintaining or improving their position as wonderful places to live, work and build a growth business. Effective marketing shares this story with the world, while advocacy builds a new vision of the community from within.

**Success Factors**

In evaluating nominations, ICF looks for trends that characterize successful Intelligent Communities. We suggest that, where appropriate, your nomination refer to the following success factors in describing your strategy and results.

**Collaboration.** The development of an Intelligent Community typically requires intense collaboration among government, businesses, universities and institutions. Few organizations have enough resources, political capital or public backing to drive a community-wide transformation. But collaboration is challenging. It demands vision, flexibility, and a high degree of trust among the partners. Intelligent Communities develop the vision, find the flexibility and create trusting relationships among key constituencies. Effective collaboration is typically the result of the working environment created by effective leaders.

**Leadership.** It is fair to say that no Intelligent Community has succeeded without strong leadership. Effective leaders identify challenges, set priorities, communicate a compelling vision and foster a sense of urgency in achieving it. They establish a collaborative environment that encourages risk-taking and creates win-win relationships with partners in government, businesses and institutions. It matters little where leadership comes from. In the Intelligent Communities that ICF has studied, leadership has emerged from elected officials, government employees, business executives, universities and nonprofit organizations. What matters is the character, motivation and talents of the individuals who commit themselves to improving the economic and social wellbeing of the community.

**Sustainability.** When Intelligent Communities invest in broadband, workforce development, digital inclusion, innovation and marketing, they work to create programs that sustain themselves through local service revenue, growth of the tax base, and the attraction of long-term investment. They avoid depending on short-term funding that fails to lay a foundation for the future, or that is subject to changing political priorities. They also plan their growth in order maintain quality of life while creating jobs and spurring business growth. They craft policies on land use, building codes, transportation, rights-of-way and other infrastructure to ensure the community remains a desirable place to live and work. They also use technology to reduce dependence on physical infrastructure, allowing more citizens to share the same community resources.