



**American Planning Association**

*Making Great Communities Happen*

**Division Performance Evaluation**  
FY2016 (October 1, 2015 to September 30, 2016)

**Division Name:** APA Planning and the Black Community

**Reviewer:** Fiona Akins

Standards		Yes	No
1.	Workplans and Budgets	✓	
2.	Communications	✓	
3.	Annual National Planning Conference Activities	✓	
4.	All Other Events/Programs	✓	
5.	Membership	✓	
6.	Division Assistance Programs	✓	
7.	Research and Publications	✓	
8.	Elections	✓	
9.	Financial Report	✓	
10.	Bylaws	✓	
11.	Divisions Council Meetings	✓	
12.	APA Development Plan	✓	
13.	Division Challenges	✓	
14.	Highlights/ Shout it from the Mountains	✓	

**Completeness of Report**

- The report is complete.



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**Strengths**

- Appreciate how concise this report is – all required content has been provided, direct and to the point, which makes evaluation and review efficient and easy.
- Very impressive that the Division continues to partner with the US Department of Environmental Protection’s Office of Environmental Justice. More detail on what was accomplished or explore this year could be provided – bragged about! – in the Performance Report. This is a very strong partnership and should be promoted as a best practice for Divisions.
- The new Regional Ambassadors program sounds like an interesting approach to strengthen connection to members across the country. It would be great to share with the other Divisions the intention behind these new roles, and the successes and failures and lessons learned as you implement over the next year. Consider submitting this for a DC award.
- Division’s engagement with APA on Social Equity Policy is a best practice that should be shared broadly with your members and with APA. Great work!
- The mobile tour at the NPC in Phoenix sounds terrific – this is best practice that should be shared broadly with all Divisions. Consider applying for a Divisions Council award.
- The PBCD Diversity Fellowship is impressive! And excellent tool for advocating and promoting the mission of the Division. Consider sharing with other Divisions your planning and budget efforts to launch this fellowship.
- Annual survey is a great tool to keep abreast of the demographics and needs of your members. Consider developing infographics or other fun tools to share the survey results with your members.

**Opportunities**

- Division Assistance Programs: Elaborate on the comment letters addressing planning accreditation policies, highlight for us the key message advocated by the Division.
- Research & Publications: If you have any ideas for topics or issues you’d like to tackle in the future, once capacity permits, include these. This will also help provide a record for future Exec members of ideas that have been of interest to the Division in the past.
- Format & Layout: Please provide an accurate Appendix heading for every Appendix, to make it easier for readers to navigate the document. (Appendix A is mislabeled as Appendix B, and none of the other appendices are labeled).
- Division Challenges: These specific challenges of volunteer capacity and revenue generation are repeated often amongst many Divisions, so you are not alone. We’d love to hear what the Division has tried, whether or not it had an impact, so that other Divisions can learn from your efforts to strengthen your Division.
- Shout it from the Mountains: The partnership with DEP Office of Environmental Justice sounds fascinating. Please elaborate and provide more details next year (if still in partnership). Be sure to promote this partnership broadly within the Division, and to APA at large – it is a strong example of the important role Divisions can play in planning at a national scale.

**Overall Evaluation**

- The Performance Report meets all criteria and highlights the great work that the Division continues to do. Thank you!