INTRODUCTION

This year at the Texas APA Conference, the Legacy Project will be a competition and collaboration between universities to form “Consultant Teams” to create a mock resiliency plan for the City of Hitchcock, Texas. The format will consist of a written proposal, which may be a set of recommendations and/or strategies, and a visual component, (i.e., a poster, PowerPoint, website, map) that Students Consultants Teams complete prior to the conference.

Additionally, Students Consultants teams, members of Texas Target Communities, and APATX members will participate in a mock CHARM workshop, at the Texas APA Conference. CHARM is the Community Health and Resource Management mapping application. A CHARM Workshop is a collaborative community mapping activity that promotes dialogue between community stakeholders. Its Community Viz software allows cities to map and analyze growth in real time.

The objective of the CHARM Workshop is for Student Consultant Teams to demonstrate their 1) knowledge of their specific planning project topic, 2) ability to communicate compiled data and planning proposals to stakeholders and 3) ability to collaborate with stakeholders, who may possess varying levels of planning expertise and may have differing planning objectives.

**Participation in the CHARM Workshop is voluntary. The CHARM Workshop is a supplemental activity. Participation in the CHARM Workshop will not be included in the evaluation and scoring of submitted resiliency plans.**

The visual components will be on display throughout the conference and will be uploaded to the APTX website for voting purposes. A prize will be awarded to the winning school. Each Texas university with an established planning program is encouraged to submit (1) planning proposal and (1) visual component to be presented at the Texas APA Conference, which is taking place on October 17-19, 2018, in Galveston, Texas.

It is up to the individual planning programs or schools to determine what concept is presented and how many people are on the submitting team (for example, a PSO could hold an internal competition to select the one concept to submit in the legacy project competition). Student Consultant Teams can be multidisciplinary. Each team member must be enrolled in his or her respective Texas university in either an undergraduate, masters or Ph.D. academic program. Faculty members may not participate on Consultant Teams but are encouraged to review their student’s work.
**PROBLEM STATEMENT**
Hitchcock is a small coastal community (pop. 6,961) in southern Galveston County, located just across the bay from Galveston Island. The City of Hitchcock has more undeveloped land than the rest of our County combined and is being confronted with commercial and industrial growth and development pressure from the Houston/Harris County direction. Hitchcock is additionally faced with the ongoing effort of recovering from Hurricane Harvey, a tropical storm that flooded 70% of the homes and businesses in the community.

Hitchcock is looking to incorporate additional planning projects that help manage growth and meet their community’s expectations, and to assist the community in rebuilding to be more resilient into their Comprehensive Planning Project. Student Consultant Teams will need to take into consideration that the city has a very limited budget and a very small staff employed to implement.

*Proposals are intended to be conceptual. Teams are not expected to draft a complete plan.*

**SCOPE OF WORK**
The Hitchcock Resiliency proposals should articulate an exciting yet realistic planning solution(s) that feed into the City of Hitchcock’s Comprehensive Planning Project, which is being developed by Texas Targets Communities (TTC). Consultant teams may choose a planning topic outlined by TTC’s scope of work or choose an alternative planning related issue outside TTC’s scope of work. Student Consultant teams are to define a specific problem around their chosen topic.

Student Consultant teams are encouraged to communicate and partner with participating universities in data collection, analysis, and in strategic planning as these topics are interconnected. The concept should outline achievable actions to guide short and long-term resiliency planning strategies for redevelopment and/or new development projects.

*TTC’s scope of work includes:*
Housing  
Community Facilities  
Transportation – Road Infrastructure  
Transportation – Pedestrian Mobility  
Historic Preservation  
Coastal Resilience  
Town Beautification Project

*Please reference Appendix A for an additional list of topics, outside of TCC’s scope, that the City of Hitchcock has identified.*
The following elements are intended to be a general outline of the type of considerations the City would like to be included in concept development process.

**Consultant Teams should keep in mind as each they organize and conduct their work that small communities can quickly become overwhelmed from outside assistance.**

- **Existing Conditions Analysis**
  - Based on the selected topic and problem statement, develop an inventory and assessment of present conditions, strengths and weaknesses, and special issues. Each university PSO will research conditions and concerns.

- **Stakeholder Engagement**
  - Local officials are looking to engage the citizens and businesses of Hitchcock to create the vision for the future of Hitchcock. Teams should be proactive in gathering data needed to determine a prioritized set of strategies to move the city forward. Data and research will come from various sources, with particular emphasis on community stakeholders.
  - **Student Consultant teams should filter all questions related to the City of Hitchcock and the Texas Target Communities’ (TTC) scope of work through:**
    - **Walter Peacock**–Texas Sea Grant, Planning Specialist
      - Contact for Hitchcock related community questions
      - wmpeacock@tamu.edu
    - **Jeewasmi Thapa**– TTC, Project manager
      - Contact for specific questions about TTC’s scope of work and deliverables
      - jthapa@arch.tamu.edu
    - If your teams have any additional research questions please contact Kelsey Poole at kelsey.poole@mavs.uta.edu.

- **Growth Management and Economic Development Strategies**
  - Proposals must address how chosen topics will incorporate economic development initiatives. Consultant teams must be strategic about how their strategies will positively impact Hitchcock’s economic growth and resiliency.

- **Implementable Plans**
  - Planning strategies and solutions should be intelligible, scalable, action and detail oriented as the City of Hitchcock has limited resources for data collection and comprehensive planning.

**PROJECT BOUNDARY**
The planning area for the Resiliency Proposals is the geographic boundary line for Hitchcock, Texas. Proposals may discuss planning solutions or opportunities outside the geographic boundary line of Hitchcock. However, proposals may not include development projects outside of Hitchcock.
PROJECT MATERIALS
The Student Planning Association at the University of Texas at Arlington has compiled photos of the site, an existing conditions report, zoning maps and data that all universities are encouraged to use to develop their concept. Please visit UTA’s SPA page to view and download this information.

DELIVERABLES AND PRESENTATION
Each team is responsible for developing a proposal and a visual element that conveys their concept. Any and all materials developed for this project will become the property of the City. Proposals and visuals should demonstrate a clear understanding of the project and proposed deliverables. It is recommended that you ask school faculty to critique your presentations in advance, and have classmates ask questions about your project.

Teams that need accommodations for their presentation (e.g., power strips, projectors, laser pointers) must coordinate with the Legacy Project Committee before the APATX 18 Conference. Please contact Kelsey Poole at kelsey.poole@mavs.uta.edu to request any materials needed for the presentation by October 1, 2018.

RESILIENCY PLAN PROPOSAL
Each team will submit one resiliency plan. The resiliency plan must clearly convey the team’s problem statement, objective(s), and solution(s). The resiliency plan may incorporate visuals (i.e., maps, graphs, photos). The resiliency plan should not exceed 15 double typed pages and should be APA formatted. All sources should be referenced an appendix.

VISUAL PRESENTATIONS
The objective of the visual presentation should be to convey your message as effectively as possible during your team’s interview. The chosen presentation medium must communicate the message and objectives of the written proposal within the allotted presentation time, which is 10 to 15 minutes.

Distill your work to the most important points and prepare to talk for about 10-15 minutes about your work.

Suggested presentation mediums, times, lengths, and dimensions:

- **Posters**
  - Poster(s) should not exceed a maximum of A0 size (33.1” x 46.8” in dimension Poster Size)

- **Short Film**
  - No longer than 8 - 10 minutes

- **Webpage**
  - Web navigation should be user friendly

- **PowerPoint**
  - PowerPoints should be not 15 slides
INTERVIEW
A Legacy Panel Task Force will conduct a 35 minute interview with each Student Consultant Team to determine which proposal will be adopted into the Comprehensive Planning Project’s scope of work. Teams will be questioned on their problem statement, objective(s), process, and deliverables.

Interview Structure:
- Student Consultant Teams Presentations (10 - 15 Minutes)
- Legacy Panel Task Force Interview (20 Minutes)

SUBMISSION SCHEDULE
Participating teams must email their topic and problem statement to Kelsey Poole at Kelsey.Poole@mavs.uta.edu by September 30, 2018 by 11:59 pm.

The following is the proposed schedule and key dates for finalizing the Legacy Project. All dates are subject to change.

Week of August 13th: Competition guidelines sent to schools
Sunday, September 30th: Submit all topics and problem statements
Wednesday, October 10th: Submit proposals to Hitchcock Stakeholders
Wednesday, October 17th: PSO check-in visual component by email (by 11:59 pm) or at registration
Thursday, October 18th: Task Force Committee Interview (TBD Time)
Friday, October 19th: Charm Workshop (Not included submitted planning proposal evaluation or scoring) (TBD Time)
Friday, October 19th: Awards presented at Luncheon

Proposals must be emailed to Monica Rainey at Mlrainey95@gmail.com no later than 11:59 pm on October 10, 2018. No changes may be made to the proposals once submitted.

SELECTION CRITERIA AND PROCESS
- Proposals will be evaluated according to the following factors:
  - Planning Problem – how clearly is the planning problem grasped/identified and comprehensively defined?
  - Evidence – how realistic and supportive is the evidence involved?
  - Concept/Solution – how competent, innovative, coherent, and effective is the proposed solution?
  - Visual Composition – poster layout and visual quality and communication of ideas.
  - Quality of Interview – how effective was the team in presenting and interacting with the Legacy Panel Task Force
  - Promise – how implementable is the project?

Questions may be addressed to Kelsey Poole: Kelsey.Poole@mavs.uta.edu
APPENDIX A

The City of Hitchcock has additionally identified the following topics as potential projects for their Comprehensive Plan:

- Possible new site development for Hitchcock City Hall
- Explore out-of-the-box ideas to conquer our food dessert issue
- Prepare a long-term recovery/resiliency plan for our community
- Detailed planning & Zoning plan that includes zoning overlays and possibly new ordinance
- Community outreach/communication plan
- Identifying grant resources for our community
- Strategic infrastructure plan to address maintenance needs in addition to growth opportunities
- Emergency management program specific to Hitchcock
- Asset mapping and best use scenario
- Comprehensive drainage plan to include possible new developments
- Workforce development plan