



# LANDSCAPE ARCHITECTURE FOUNDATION

## **Request for Proposals:**

### ***LAF Fellowship for Innovation and Leadership***

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## **A Call to Action**

*The Landscape Architecture Foundation is pleased to announce the call for proposals for the 2018-2019 LAF Fellowship Cohort. The LAF Fellowship for Innovation and Leadership is seeking proposals from the profession in support of the growth and influence of landscape architects in the world today and into the future.*

## **Overview**

The *LAF Fellowship for Innovation and Leadership* was established in 2016 to foster transformational leadership capacity and innovation to advance the field of landscape architecture. The fellowship is an opportunity for mid-career or senior-level professionals to dedicate 3 months over the course of one year to explore and think deeply, nurture emerging ideas and develop those ideas into action.

Each year, 3-5 fellowships are awarded through a competitive application process based on a proposed project. Recipients receive a \$25,000 financial award to dedicate approximately 3-months to project work and participate in three 2.5-day residencies over the course of a year in Washington, D.C., and monthly conference calls throughout the year.

Selected projects must demonstrate the potential to bring about impactful change to the environment and humanity and have the capacity to grow the leadership potential of the profession.

## **Program Purpose**

As we confront increasingly complex and interrelated environmental, social, and economic challenges of the 21<sup>st</sup> century, this fellowship brings together a diverse group of landscape architecture professionals from public, private, academic, non-profit, and other sectors to develop new ideas in support of the preservation, improvement and enhancement of the environment. It is an entrepreneurial investment in the next ideas that will drive the future of our profession.

Fellows will take advantage of LAF's broad reach and network within the discipline and be expected to present their ideas; engage in critical discussion; and collaborate with leading academics, practitioners, affiliated organizations and industry partners. Fellows will be expected to share their work strategically with the public in ways that will advance the profession's position as a global thought leader while affecting positive change for the planet and its inhabitants.

The fellowship also aims to build capacity for leadership through intergenerational mentorship. LAF Fellows and emerging professionals from LAF's *Olmsted Scholars Program* will be brought together as a cohort team. The cohort will work together throughout the year to present and discuss ideas with their intergenerational team and provide guidance and support to cohort member towards the pursuit of their ideas and future endeavors.

## **Fellowship Goals**

The goal of the program is three-pronged:

### Project Development, Implementation, and Dissemination

- Facilitate the realization of the proposal of each Fellow or Team
- Provide inquiry that raises questions in support of each Fellow and provide a testing ground
- Provide constructive feedback and critical review
- Help Fellows identify next steps



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## Transformational Leadership

- Discover each Fellow's intrinsic motivation
- Identify the change you want to see and why
- Be comfortable asking for help

## Intergenerational Mentorship

- Mentor, inspire, and teach one another
- Support each Fellow through non-judgmental, respectful communication
- Foster camaraderie among cohort participants

## **Awards**

LAF will select 3-5 Fellows annually, based on the merit of the applicant pool and available funding.

- Each selected Fellow will receive one \$25,000 award\*
- The award will be paid out in (3) three payments of \$8,333.33 upon successful completion of each Residency. Attendance at residencies is mandatory for payment of funds. (See Fellowship Structure)
- LAF will also provide travel and lodging stipends for the Fellow to attend the three residencies.\*

*\* Teams may apply for the fellowship and share the \$25,000 award. The fellowship Team Lead is required to attend the three residences and will receive the travel and lodging stipends. Additional team members are welcome, but are not required to attend the residencies and are responsible for their own expenses.*

## **Fellowship Expectations**

- The fellowship project should equate to approximately three months (12 weeks) of work to be completed within the fellowship year. As a result, project work time will require a (12) twelve-week break from employment, to be taken and distributed at the discretion of the fellow, over the course of the year.
- Fellows must attend and complete each of the three 2.5-day residencies that will take place throughout the fellowship year. Refer to "Fellowship Structure" for more detail regarding residencies.
- Fellows must participate in monthly (sometimes twice monthly) conference calls with the cohort and facilitator(s) to check in, report progress, and discuss any relevant issues. Participation in discussions and ongoing dialogue throughout the fellowship year is encouraged to enrich mentorship, leadership, collaboration, and the overall fellowship experience.
- Fellows are expected to support, guide, and mentor other members of the cohort throughout the year-long fellowship.

## **What is a Project?**

- Projects may be abstract or concrete in nature and must contribute to knowledge and innovation in landscape architecture.



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- Projects may be grounded in theoretical or historical investigations; product, program or business plan development\*; new practice or service models; built work; new technology; or any activity that is most effective in accomplishing your project objectives.
- Projects may engage multiple disciplines if the outcome expands the impact of landscape architecture.

\*Note: For projects focused on business plan development, the applicant must make the case that the business pursuit serves the advancement of the profession. Individual gain must be a secondary project outcome.

## What is a Cohort?

Each year 3-5 Fellows and up to 4 emerging professionals from LAF's *Olmsted Scholars Program* are selected to participate in the Fellowship program. These 6-9 individuals are brought together as a cohort team and participate in the fellowship year together under the guidance and support of their fellowship facilitators.

## Eligibility

- An application can be submitted as an individual or as a team. There is no restrictions on the size of the team, but a Team Lead must be identified in the application materials and meet the eligibility requirements outlined below. If selected, the team will share the \$25,000 award and the Team Lead will be required to attend the three residencies.
- Applicant or Team Lead must have a bachelor's or master's degree in landscape architecture. For those with degrees from colleges/universities in the U.S. and Canada, the landscape architecture program must be LAAB- or LAAC-accredited. For those outside of the U.S. and Canada, in locations where landscape architecture is not a recognized degree or profession, a degree in a related discipline is acceptable, provided that the applicant works as a landscape architect and meets the professional experience requirements noted below. Refer to the "Application Materials" section for required documentation.
- Applicants whose native language is not English must provide evidence of English language proficiency (e.g. current Test of English as a Second Language (TOEFL) results).
- Applicants must have a minimum of 6 years of professional experience in landscape architecture by the December 1 application deadline. Experience can include all types of practice -private, public, academic, non-profit, service, multi-disciplinary, and other.
- Applicants must be able to dedicate time to the fellowship and proposed projects. They will be required to obtain a letter of support from their employers for time-off from their regular employment.
- Current LAF Board members and LAF staff are not eligible. Former staff and former members of the LAF Board of Directors who meet the above requirements are eligible.

## Deadline and Fees

LAF only accepts Fellowship applications through its online application platform, SlideRoom. The deadline to submit all application materials, including reference letters, is December 1 at 11:59pm EST.



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An application fee of \$50 (USD) must be paid through SlideRoom when the application is submitted.

## Selection Process

Accomplished and insightful leaders in the profession will serve as jurors to review and select applicants. Finalists are expected to be available for a video/web-based interview in February. Fellowship winners will be notified in late February.

Applicants will be evaluated on the following:

- Quality of the applicant's submission.
- Project's contribution to knowledge and innovation in the discipline of landscape architecture.
- Project's potential to increase landscape architecture leadership in addressing global challenges.
- Potential to expand landscape architecture's leadership capacity into new areas.
- Feasibility of project objectives.
- Applicant's ability to provide and be open to mentorship; both as a mentor and a mentee.

Preference will be given to applicants who are at a point in their careers where their participation in the fellowship is likely to be optimum for their future growth and development as leaders in the profession of landscape architecture.

## Application Materials

LAF uses SlideRoom as its online application platform and will only accept applications submitted through this platform. All application materials, including reference letters, must be submitted by 11:59pm EST on December 1.

Visit <http://lafoundation.slideroom.com> to use the system. Once you have created an account, scroll down to "*LAF Fellowship for Innovation and Leadership*", and click "Begin" to start the submission process. You may save, edit, and review your work prior to submitting. An application fee of \$50 must be paid at the time of submission via credit card.

## Application Contents

Applicants should submit materials that best display relevant work, project goals, ability to complete the proposed project, and ability to lead and mentor others. (If you are applying as a team, only the fellowship Team Lead should complete and submit the application.)

Completed applications must include the following:

1. **General Application Form:** Complete this online form with basic contact information and eligibility details.
2. **Project Abstract** (200 word max): Provide a title and abstract of the project.
3. **Project Contacts** (For team applications only): Provide names, job title, employer, and contact information (mailing address, email address, and phone number) for all applicant team members.



4. **Project Proposal** (1,500 word, 3 page max): Upload your project proposal in PDF format. The proposal must be grounded in appropriate literature, practice and/or observation including the following sections:
  - **Significance:** Briefly explain what opportunity the project provides for the profession, landscape architects, sustainable landscape solutions and/or resilient landscape solutions; why there is a need for the proposed project; and, the intended impacts of the project.
  - **Methods:** Briefly explain the intended methods and process for completing the project. These should be appropriate to the scope and focus of the proposal. All projects need to be situated within a literature review.
  - **Outcomes:** Briefly explain the intended outcomes of the project and their ability to be transformational, significant, and replicable.
  - **Stakeholders/Target Audience:** Briefly identify people who need to know about the project. This could include, but should not be limited to: people who could be affected by the project; people who could further the project goals; and/or, major stakeholders/decision makers. Fellows will be expected to be proactive and facilitate their own outreach. In addition, LAF can leverage its relationships in the field of landscape architecture to connect Fellows with relevant advisors.
  - **Dissemination:** Briefly identify a minimum of three (3) different modes to disseminate the project outcomes upon completion of the project. This could include, but should not be limited to editorials, print journals, online platforms, film, television, or conferences. Please be specific and identify both the type of dissemination products you are looking to create and the audience(s) those products are intended to serve/reach. Fellows will be expected to work in partnership with LAF in the dissemination of their work.
5. **Budget** (2 page max): Upload a PDF that demonstrates the financial scope of the project. The budget will not be used to track the fellowship award spending and will not garner additional funding from LAF, but should demonstrate the applicant's understanding of costs associated with project development to achieve the short and/or long-term objectives per the project proposal. Please disclose any existing funding, and/or match or partner funds.
6. **Schedule** (2 page max): Upload a PDF that shows the project timeline with significant milestones, which should be organized in thirds to correspond with deliverables for each of the residencies. (Refer to "Fellowship Structure" section for residency timeline.) The schedule should clearly outline the time you will dedicate to the project outside of work - keep in mind that the fellowship is intended to create a break to give you time to think and work deeply on the project.
7. **Employer Support Letter** (2 page max): Upload a signed letter from your employer or supervisor acknowledging his/her support for you taking time off (approximately twelve weeks) from work for the fellowship. The letter also should address your capacity to complete the project and your ability to lead and mentor



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others. If you are self-employed or unemployed at time of application, submit (1) additional Reference Letter. Refer to item 8 below for Reference Letter content.

8. **Reference Letter** (2 page max): Provide the email address for one (1) reference, and instructions will be sent to him/her to submit a reference letter through SlideRoom. The letter should address your capacity to complete the project and your ability to lead and mentor others.
9. **Curriculum Vitae** (3 page max): Upload a PDF that outlines your career history highlighting relevant experience that supports your ability to complete the project and your ability to lead and mentor others.
10. **Portfolio** (10 page max): Upload one PDF (10MB max) with up to 10 pages of relevant material that further supports your ability to complete the project. Provide a brief description of your responsibility and role within your submitted materials and identify the roles of other contributors, participants, firm and client, if applicable.
11. **College/University Transcripts** (For international applicants only. Transcripts are not required for applicants with a LAAB- or LAAC-accredited degree from a U.S. or Canadian school): Upload one PDF (in English, if possible) relative to applicant's degree type:
  - For applicants with a recognized landscape architecture degree from a school outside the U.S. or Canada, submit a copy of college/university transcripts showing completion of a landscape architecture program.
  - For applicants from countries where landscape architecture is not a recognized degree or profession, submit a copy of college/university transcripts showing completion of a degree in a related field, along with course descriptions for each of the landscape architecture-related courses completed.
12. **Proof of English Language Proficiency (Non-native speakers only)**: Upload a PDF with recent Test of English as a Foreign Language (TOEFL) results or other evidence of English proficiency.
13. **Signed Statement of Commitment to Attend Residencies**: Check the box that acknowledges that by submitting the application, you commit to attend all three residencies.
14. **Signed Statement of Accuracy and Complete Information**: Check the box that acknowledges that by submitting the application, you attest that all information provided is true, accurate, current, and complete.
15. **Application Fee**: \$50 to be paid by credit card on SlideRoom.



## ***LAF Fellowship for Innovation and Leadership***

### **Statement of Commitment to Attend Residencies**

I state my intent to attend all three residencies should I be awarded the fellowship. If I fail to attend any of the residencies, LAF has the right to withhold the relevant proportion of the funding, exclude my work from documentation of the LAF Fellows of Innovation and Leadership, and dismiss me from the program.

- Yes, I Agree to this commitment
- No, I Do Not Agree to this commitment

### **Statement of Accuracy and Complete Information**

By agreeing to the statement below, you acknowledge that all information provided in this application is true, accurate, current, and complete. You also acknowledge that if any information provided by you is untrue, inaccurate, not current, or is incomplete, LAF has the right to reject this application. We also have the right to notify the jury if we determine that any information provided is false or inaccurate.

- Yes, I Agree
- No, I Do Not Agree