



International

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Division

International

Performance Report co-authors

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Workplan

There are several new items that the International Division will be seeking to implement in 2019:


The Division has appointed two Policy and Advocacy Coordinators to develop and implement a policy agenda for the division. Janett Tapia is based in Brussels and will focus on advocacy at the UN and EU while Ras Cannady is in Washington DC-based and oriented. The first set of policies that are being developed are centered around climate change, resilience, and the Sustainable Development Goals. This priority was chosen based on feedback received from our membership survey. We have adopted a process for policy review where division members will have the opportunity to submit comments and revisions; they will then be given the opportunity to vote on whether or not to adopt the whole policy as official division policy.

The International Division is coordinating our policy work with Jeff Soule and Jason Jordan at APA. By having our Coordinators based in Washington DC and the Hague, we are hoping to be able to follow policy adoption with a sustained advocacy effort. Our Division intends to identify other policy areas where we can adopt an agenda in the coming year. We are also hopeful that our two Division Council Initiative Coordinators and our Planning for Humanitarian Assistance and Conflict Zones Workgroup will contribute to that process.


Although the Division did not put on any webinars in FY19, we have worked to set up a strong webinar program for FY20. A webinar on "Integrating Urban and Regional Sustainability Planning" is scheduled for October 11th, with webinars on "Working Abroad" and "Development Banks: Green and Sustainable Cities" also in the works. The Division is also actively working to return World Town Planning Day to being a live event. We are currently soliciting for session proposals for the November 8th conference; with logistics being coordinated with APA. We are also trying to coordinate our activities with the other organizations in the Global Planners Network so that planners around the world can take advantage of each other's programming.

The Division has allocated \$1,200 to partner with the Women in Planning Division to develop and implement a competitive program to award an overseas based woman planner with a travel grant to facilitate their attendance at NPC2020 in Houston. The Division has not yet reached a final agreement on this with the Women in Planning Division, so this expenditure is for now tentative.


FY2018/19 Work Plan


[FY19 Workplan.pdf](#)

FY2019/20 Work Plan


[FY20 Workplan.pdf](#)

Budget


[2019.09 INTL Cash Report.pdf](#)

Does your Division offer a newsletter or other communication of original content (including hard copies, electronic versions, or other)? How often? Do you have any insight around how many members are opening and/or viewing it?

The Division sends out electronic newsletters (Interplan) to division members. In the past year, the Division published two regular Interplan newsletters and one special report. Newsletters are distributed to division members electronically.

The Division used Mailchimp to send emails to division members. During the reporting period, the Division sent out 28 emails. Topics, dates, and weblinks of each communication are included in the following table.

Topic	Date	Web Links
Student Travel Grant Announcement	September 30, 2019	https://mailchi.mp/c1ca223e8877/apa-international-division-news-3665505
NYC, Benelux Meetup Announcement	September 26, 2019	https://mailchi.mp/616ae58a202c/apa-international-division-news-3655377
World Town Planning Day Reminder	September 25, 2019	https://mailchi.mp/dbcdd06fe5a2/apa-international-division-news-3658329
Interplan Newsletter, September	September 19, 2019	https://mailchi.mp/979c4e08472c/apa-international-division-news-3651825
World Town Planning Day Announcement	September 13, 2019	https://mailchi.mp/869b28137d00/apa-international-division-news-3641325
E-News	September 3, 2019	https://mailchi.mp/ab804eff8c57/apa-international-division-news-3618461
E-News	July 22, 2019	https://mailchi.mp/c1e2a660f3c8/apa-international-division-news-3524765
NPC 20 Call for Proposals Reminder	June 27, 2019	https://mailchi.mp/d60f9f873454/apa-international-division-news-3482321
NPC 20 Call for Proposals	June 17, 2019	https://mailchi.mp/0541e83d30bb/apa-international-division-news-3464873
Interplan China Special Report	May 30, 2019	https://mailchi.mp/e176b642a603/apa-international-division-news-3454585
United Kingdoms, New Jersey meetup Reminder	May 13, 2019	https://mailchi.mp/8a6c8bd7cafd/apa-international-division-news-3446781
United Kingdoms, New Jersey meetup Announcement	May 9, 2019	https://mailchi.mp/0347162edbb0/apa-international-division-news-3445381

Post NPC E-News	April 22, 2019	https://mailchi.mp/06edb6ce1358/apa-international-division-news-3436489
Events at NPC	April 11, 2019	https://mailchi.mp/5e8f95e2a840/apa-international-division-news-3433129
E-News	April 10, 2019	https://mailchi.mp/9efedb57fef6/apa-international-division-news-3430833
DC Meetup	April 1, 2019	https://mailchi.mp/2a399fbddeb8/apa-international-division-news-3427565
2019 Membership Survey	March 27, 2019	https://mailchi.mp/add6d64391f3/international-division-news-3425665
NPC Reception Information Update	March 22, 2019	https://mailchi.mp/b49e614f4200/international-division-news-3423341
NPC Reception Information	March 14, 2019	https://mailchi.mp/30a4d51d07d0/international-division-news-3418849
E-News	March 8, 2019	https://mailchi.mp/185a2f29586c/apa-international-division-news-3416205
Interplan Newsletter Survey	February 12, 2019	https://mailchi.mp/a27ed2efe4f7/interplan-news-3405937
E-News	January 29, 2019	https://mailchi.mp/300ab1541f12/apa-international-division-news-3399393
Interplan Winter Version	January 23, 2019	https://mailchi.mp/eecefe6d811f5/interplan-news-3397673
E-News	January 8, 2019	https://mailchi.mp/c1f2d19ede26/apa-international-division-news
Survey: What do you want to know about China	November 20, 2018	https://mailchi.mp/97a88fdc7940/what-do-you-want-to-know-about-china
Student Rep. Election Deadline	October 25,	https://mailchi.mp/b75cce3db7df/international-

Reminder	2018	division-news-3359261
Student Rep. Election Deadline Announcement	October 17, 2018	https://mailchi.mp/6ec9d162e12f/international-division-news-3355301
E-News	October 11, 2018	https://mailchi.mp/22f19c4e6f94/international-division-news

The viewership statistics of Newsletters:

	Percentage of Opens	Percentage of Clicks
Fall Interplan Newsletter	36.2%	5.1%
Interplan China Special Report	35.2%	5.5%
Winter Interplan Newsletter	39.6%	7.5%

The newsletters can be accessed at:

<https://indd.adobe.com/view/aa2da6ac-8cc0-4e48-9f8f-c11be56d033a>

<https://indd.adobe.com/view/21e4d5c3-101d-420a-b358-acab1552014d>

The special report can be access at:

<https://www.planning.org/media/document/9179005/>

Website updates

Our website was updated with newsletters and information about the Student Research Grant Program throughout the year. We have opted to update to the new website format. We received notification in October 2019 that the International Division is on the list for the next round of updates. We are working to coordinate a training call for the Content Management System (CMS) but do not yet have hard timeline.

Onboarding

We have an onboarding email we use for all members, whether they are students or not, to introduce them to APA and our division. Even with our new student representative on our Executive Board we did not have any information about the SRC competitions, activities, or newsletters. I think the SRC needs to better connect with Division Executive Boards if they want us to use these resources or make it easier and more seamless for us to do so. Ultimately, our Division has not considered this vehicle because we were not aware but will be on the look out in the future.

e-Blasts

The Division uses the MailChimp to send out group emails to members. The open rate and click rate since April, 2019 are shown below:



https://lh5.googleusercontent.com/QollzQ7ipIE9a7WvROuJVZQhVpQYBHZsRqjgU3VqPcxJPZbym7fBq4WYaQoxBOHfoHJJpQ1PEj0xXLSpqP7AYXfEwgglbvpH46JBe3_BtUvyXcD466c6U4qZCloxFiwcpQS1h1vk

Social Media

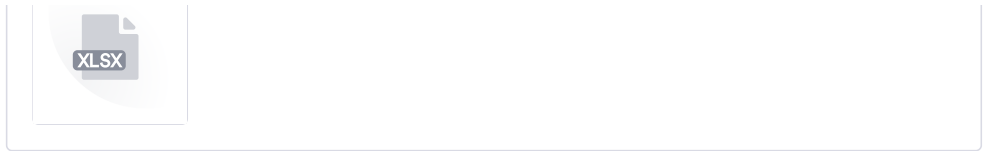
Our Division is presently active on Facebook and LinkedIn. We currently utilize both platforms to spread and amplify information about opportunities and events our division is hosting.

The purpose of using Facebook for events and information is that it reaches a much larger audience, even if it's just someone who is tangentially interested in the division but not necessarily a member. Currently, 1,496 individuals follow the APA International Division Facebook page, located here: <https://www.facebook.com/AmericanPlanningAssociationInternationalDivision/>. The purpose of using LinkedIn for events and information is that it reaches a large audience, but specifically, professionals interested in international planning and planning abroad. Currently, 355 individuals are members of the LinkedIn Group, located here: <https://www.linkedin.com/groups/4628281/>. We have an open status, which means anyone can find the group but they must request membership. On average, about 3-5 people join this group per month. Recently, we have tried to engage new members by saying "hi" to them or welcoming them for joining. Both platforms are utilized to inform members of events and opportunities such as our student travel grant program, share articles of interest, and enable networking amongst members. Additionally, during the National Planning Conference, both platforms were used to inform individuals about the sessions we hosted--there was great traction when we posted quotes directly from particular sessions onto the platforms.

Membership Surveys

The Division completed a membership survey in April of 2019. Using a 2015 survey as a template, the survey was circulated with Division leadership in order to add questions related to initiatives like the Humanitarian Work Group and key issues like our large student membership. It was circulated via email in three separate blasts leading up to NPC19 in order to inform the conversation at our business meeting. 73 Division members responded to the survey. The response rate was similar to what we saw in 2015. Key takeaways included:

- Members are interested in career development and networking
- Advocacy is a top priority for members
- 1/3 of respondents are "emerging professionals"
- Our members have the most cross over in sustainable communities division and transportation planning
- A plurality of those working internationally do so in Southeast Asia
- Health planning was the most common write in for type of planning being done
- Most planners wanted more information about the International Planner Exchange Program
- Webinars and local meetups are the most popular ways for our members to stay involved in division activities
- Members felt we needed to focus more on climate change
- 50% of our members were not familiar with InterPlan
- Only 5% use Twitter, so we should not reinstate
- Members are interested in us promoting podcasts



Specific outreach for volunteers

The Division announced open positions for the division's initiatives and regional coordinators by sending e-blasts to all members. At division's meetups during the year, volunteer information is provided to participants.

Other

The Division goes to great lengths to actively involve division members. This includes identifying long-term volunteer roles for interested in being regularly engaged. In addition to the seven elected board members, there are 15-20 division members at any given time with a title and role in the division.

The Division used two online platforms, Doodle and the when2meet.com, to schedule meetings for executive committee members and volunteers. The division also used the Cognitofoms and some Google products to coordinate the effort between division volunteers.

SurveyMonkey was used to take surveys and Congitofoms was used to collect input for Newsletter. Comparing with other online tools to build forms, the Congitofoms has the advantage of collecting and organizing answers to open-ended questions. It is free to use.

Adobe InDesign was used to produce Interplan Newsletters and Reports. In addition, Adobe Photoshop was used to optimize photo resolutions and sizes.

For conference calls, the Division used the number provided by InterCallOnLine.

These communication tools are instrumental in ensuring that projects and goals are met throughout the year.

General sessions, facilitated discussions, social events, mobile workshops, Planners Day of Service sponsorship/involvement, SRC Competition support, or other.

For NPC 19, the International Division prepared [a flyer](#) noting all International Track sessions sponsored by the division as well as our annual business meeting and our multi-division and chapter social.

At NPC 19, the International Division co-hosted a [multi-division and chapter social](#) and awards ceremony in collaboration with the Sustainable Communities Division, Federal Planning Division, Private Practice Division, Environmental Natural Resources and Energy Division, and the National Capital Area Chapter. This was a successful and sold out event with 200 people registering to attend. This collaboration was necessary to reduce costs since the San Francisco area proved to be more expensive than past host cities for renting event space.


The Division strongly supported the International, Comparative, and Global Planning Track at NPC 19. All of the six sessions that were ultimately chosen for the track included division members, either as organizers or as panelists. Tim Van Epp and Marc Lewis-DeGrace served as the Track Chair and Vice-Chair, respectively.

Additionally, the International Division participated in the "Working Abroad" session held at the Career Zone at NPC 19. Our Past Chair, Tim Van Epp, FAICP spoke and answered questions along with Jeff Soule, FAICP.

Annual Business Meeting (please provide date and time here), and upload your meeting minutes and sign-in sheets on the following two pages, if possible. Please indicate if your Division e-televised (in real time or recorded) your meeting so that others not present at the conference could access it online.


The International Division's Annual Business Meeting was held on April 15, 2019 from 6:30 pm - 7:30 pm at the Marriott Marquis Hotel. We had a wonderful turnout with 27 members in attendance and used every chair that was available to us for the meeting. We recorded the meeting to upload to YouTube, however we had technical difficulties uploading the file for distribution.

Upload minutes from your Annual Business Meeting.



[International Division Annual Meeting April 15 2019 Minutes.pdf](#)

Upload sign-in sheets from your Annual Business Meeting (if available).



[2019 APA International Division Annual Business Meeting Attendance](#)

Staffing of the Divisions Council booth at the direction of the Divisions Council Executive

Division Chair Michael Kolber formally staffed the Division Council booth on Tuesday, April 16, 2019, from 10:30 to 11:30am. In addition, Michael Kolber and Tippe Morlan, stopped at the Division Council booth often for short periods between conference sessions.

Committee (provide date, time and name of Division members who staffed booth).

Education programs (including webinars, events at local APA conferences, events co-sponsored with other organizations, etc.).

Networking/social events (events at local APA conferences, events co-sponsored with other organizations, etc.).

Awards you give out (student papers, scholarships, diversity, etc.)

Any Division management meetings / conference calls.

For World Town Planning Day 2018, the Division curated a series of webinars that were rebroadcast on November 8th, 2018. The Division has appointed a new World Town Planning Day Chair and will be returning to hosting a live event in November of 2019.

The Division's Regional Coordinator program continues to grow and has dedicated Coordinators in New York, Washington DC, Chicago, Atlanta, and the Pacific Northwest. The Coordinators are responsible for hosting meetups for locally-based Division members and have recently organized events in New York, London, and Atlanta. There is a wide range of events (e.g. happy hour, speakers, pecha kucha, coordination with the UK's Royal Town Planning Institute) and participants range between 5 and 15 attendees.

The first regional meetup of the year was hosted on January 30th at Amity Hall Downtown in New York. 15 people attended, including several representatives of APA New York.

The APA International Division hosted its second regional meetup of 2019 at Local 16 in Washington D.C. on April 5, 2019. Fifteen people attended and included professionals from federal and local planning entities, international development agencies, firms and non-profits, and students based in DC and Maryland. A large share of participants work or have an interest in Sub-Saharan Africa. Many of the participants were not currently working in a planning position. Participants appreciated the opportunity to talk informally and in small groups about personal interests and professional goals. Organizers sent a follow-up message to all participants to share contact info and facilitate additional communication.

An Atlanta meetup was hosted at the Canteen on April 26, 2019. This meetup followed the Atlanta Global Studies Symposium that was held at the Bill Moore Student Success Center.

The Division hosted a second New York meetup on Monday, May 13th. A presentation, titled "Challenges for Young Planners - A Perspective from the United Kingdom", was held at Mott MacDonald offices in NYC. Nine people attended this meetup, which was followed by a happy hour at Beer Authority.

The final regional meetup was a breakfast at WeWork in London on September 19th. 12 people attended. There was a good discussion about everyone's international planning experience which ranged from Denver, Tokyo, Berlin, Dubai and Romania! Zef Hemel (advisor to Mayor of Amsterdam) discussed his recent work in Moscow and Amsterdam historic centre which includes the red light district.

The 2018/2019 Student Grant Program awarded 3 grants to graduate students for international planning research. The three recipients investigated water supply in India, the land use impacts of a highway in Lebanon, and youth community development in Ghana. The students have submitted their draft reports, and the executive summaries will be published in an upcoming issue of Interplan with the full reports available on the Division's website. The Division has issued a call for submissions for the 2019/2020 Program and will review applications in November 2019.

This year's joint reception at the National Planning Conference was also our first awards ceremony presented in conjunction with the Sustainable Communities awards ceremony. The awards we gave were as follows:

Community Planning Award: Chaoyang New Village

Environmental Planning: Puyangjiang River Corridor

Transportation Planning: Upper Cover Space of the Bullet Train in Hangzhou

Urban Design: Revitalizing Kazan's Prime Waterfront

Special Award:

Excellence in Public Involvement Award: Ecological Special Planning of Tangyin County

Excellence in Innovation Award: Puyangjiang River Corridor

Excellence in Advancing Social Equity Award: Chaoyang New Village

Excellence in International Collaboration Award: Puyangjiang River Corridor

Excellence in Heritage Preservation Award: None

The Division leadership holds monthly conference calls, usually the third Wednesday afternoon of each month. Individual committees also had conference calls as needed, including for communications, sponsorships, National Planning Conference, World Town Planning Day, and for regional coordinators.

The Division has started a workgroup for planners interested in planning for humanitarian assistance. The workgroup had five conference calls over the course of the year.

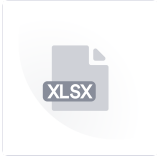
Other events

N/A

Who are your members and how many do you have?

At the start of FY 2018, our Division had 1,611 members,. At the end of FY 2019, our Division had 2,031 members.

Upload your Division's sorted roster information here.



[Division Membership Counts_Q4_FY2019_w_STUs.xlsx](#)

Students and young professionals make up a significant portion of membership for many Divisions. How many students/young professionals are members? How many did you gain, retain, or lose compared to the previous year?

Our Division started the year with 1,280 student members and finished with 1,750 student members, for a net gain of 470.

Also, does your Division have any committees, task forces, or other groups? If so, tell us the name of the group, who's on it, and what they're working on.

The Division has started a Workgroup on Planning for Humanitarian Assistance. The group has 28 members. The mission of the group is to advocate for the role of planners in humanitarian assistance and improve the quality of humanitarian programs through planning. The group has organized a National Planning Conference session, held conference calls, and succeeded in developing a partnership between APA and the Global Alliance for Urban Crises.

Did your Division provide support to other APA Divisions, Chapters, students, staff, CPAT's, or general membership? Please provide date, topic, and Division member(s) who participated.

Every year the division fields numerous requests from its members or others for information or contacts regarding job opportunities overseas and FY2019 was no exception. In addition the division received several requests for information from planners from other countries interested in seeking work in the US. In order to systematically answer their questions, Vice-Chair for Communications utilized his own experience to write an article on the subject. The article was published by APA and can be found at <https://www.planning.org/blog/9180099/international-planners-tips-on-finding-job-in-us/>.

Did your Division provide support in response to external requests? Please provide date, topic, and Division member(s) who participated.

Division Chair Michael Kolber works with Jeff Soule to coordinate the activities of the International Division with the staff at APA. Michael has also served as an active participant in the Global Planners Network, advocating for increasing coordination of World Town Planning Day activities.

Were any of your members quoted or cited in a publication? (We recommend you highlight it to your whole Division too.)

N/A

Research and Publications

Jing Zhang, Vice Chair for Communications, was the editor and primary author of a special report on China. This 82 page report consists of a combination of interviews and articles on the practice of planning in China. A Most of the interviews were conducted on a trip to China. They include both merican and Chinese academia, government planners, consultants, and others, highlighted by Peter Calthorpe. The report can be found at: <https://planning-org-uploaded-media.s3.amazonaws.com/document/Division-International-News-2019-China-Special-Report.pdf>.

The Division is incredibly proud of the quality of this report. While we have otherwise sought to present our work here in a neutral manner, the level of research and thought here is frankly extraordinary. A second volume of this report focusing on projects in China is intended to be written in the coming winter. The Division will be seeking grant funding in order to get the reports printed. Jing Zhang has also started work organizing a report on planning in the Middle East.

As previously mentioned, Vice-Chair Zhang also had an article published by APA providing information for planners in other countries interested in seeking work in the US. The article can be found at <https://www.planning.org/blog/9180099/international-planners-tips-on-finding-job-in-us/>.

The International Division Student grant program successfully transitioned to a new coordinator in Vice-Chair at Large Jessica Schmidt. The Division awarded three travel grants for the first time in its history. The three recipients investigated water supply in India, the land use impacts of a highway in Lebanon, and youth community development in Ghana.

Elections

This was an off-cycle year for division elections. However, the position of Student Representative is an annually elected position aligned with the school year instead of the regular election cycle. The Division advertised for the position in September of 2018\ . Two candidates expressed an interest in the position: Susannah Davidson and Aniket Sangwan. They submitted bios and position statements, which were included with election ballots. The Division utilized Survey Monkey to conduct the election, with the election advertised in two eNews blasts sent to the membership By a vote of 61 to 26, Susannah Davidson was elected Student Representative.

Bylaws

The Division did not update its Bylaws in FY2019\ . Division Bylaws are based on the 2014 Model Division Bylaws.

Divisions Council Meetings

The Division was represented by then-Chair Tim Van Epp at the 2018 Fall Leadership Meeting. It was represented by Chair Michael Kolber at the 2019 NPC Leadership Meetings.

APA Development Plan

The International Division actively supports Division Council Initiatives. During FY2019, Mia Candy was appointed the Division's Coordinator for the Planning Home initiative and Kate Holmquist was appointed Coordinator for the Aging and Livable Communities Initiative. Both worked together with Stephanie Firestone of AARP to develop a proposal for NPC20 entitled, "Rightsizing: Planning Housing Across the Lifespan." The Division previously won awards for its

research partnership with AARP, Arup, and Cornell University; Kate is seeking to build on that partnership by identifying next steps for research.

Many Divisions benefit by working together to host multi-division receptions. These events foster cooperation amongst divisions, facilitating new relationships and subsequent collaboration. These events however, are logistically challenging, with the biggest challenge coming from managing the finances between the Divisions. It is difficult to determine how much each division is responsible for paying and how to make adjustments when revenues from the events come in. It is also extremely difficult to verify that the final accounting is correct and that all transactions are completed properly. Better systems are needed in order to ensure that divisions can successfully collaborate in hosting receptions.

The Division places an enormous number of resources into programming for the National Planning Conference. Placing the deadline for submission of conference sessions so close to the completion of the previous conference places tremendous stress on division organizers. There is functionally no break between cycles.

Special Report on China: Jing Zhang, Vice Chair for Communications, was the editor and primary author of a special report on China. This 82 page report consists of a combination of interviews and articles on the practice of planning in China. A Most of the interviews were conducted on a trip to China. They include both merican and Chinese academia, government planners, consultants, and others, highlighted by Peter Calthorpe. The report can be found at: <https://planning-org-uploaded-media.s3.amazonaws.com/document/Division-International-News-2019-China-Special-Report.pdf>.

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Planners Seeking to Immigrate: The division received several requests for information from planners from other countries interested in seeking work in the US. In order to systematically answer their questions, Vice-Chair for Communications utilized his own experience to write an article on the subject. The article was published by APA and can be found at <https://www.planning.org/blog/9180099/international-planners-tips-on-finding-job-in-us/>.

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Workgroup on Planning for Humanitarian Assistance and Conflict Zones: The Division has started a Workgroup on Planning for Humanitarian Assistance. The group has 28 members. The mission of the group is to advocate for the role of planners in humanitarian assistance and improve the quality of humanitarian programs through planning. The group has organized a National Planning Conference session, held conference calls, and succeeded in formalizing a partnership between APA and the Global Alliance for Urban Crises.

NPC: At NPC 19, the International Division co-hosted a [multi-division and chapter social](#) and awards ceremony in collaboration with the Sustainable Communities Division, Federal Planning Division, Private Practice Division, Environmental Natural Resources and Energy Division, and the National Capital Area Chapter. This was a successful and sold out event with 200 people registering to attend. The Division strongly supported the International, Comparative, and Global Planning Track at NPC 19. All of the six sessions that were ultimately chosen for the track included division members, either as organizers or as panelists. Tim Van Epp and Marc Lewis-DeGrace served as the Track Chair and Vice-Chair, respectively. Additionally, the International Division participated in the "Working Abroad" session held at the Career Zone at NPC 19. Our Past Chair, Tim Van Epp, FAICP spoke and answered questions along with Jeff Soule, FAICP.

Student Grant Program: The 2018/2019 Student Grant Program awarded three \$1000 grants to graduate students for international planning travel and research. The three recipients investigated water supply in India, the land use impacts of a highway in Lebanon, and youth community development in Ghana. The students have submitted their draft reports, and the executive summaries will be published in an upcoming issue of Interplan with the full reports available on the Division's website. Research from previous year's student grant awardees can be found at: <https://www.planning.org/divisions/international/grants.htm>

Regional Meetups: The Division's Regional Coordinator program continues to grow and has dedicated Coordinators in New York, Washington DC, Chicago, Atlanta, and the Portland. The Coordinators are responsible for hosting meetups for locally-based Division members and hosted five Meetups in FY2019.

Membership Engagement: The Division goes out of its way to engage with Division members. Leadership does its best to identify formal roles for anyone who would like to volunteer their time. In FY2019, over 25 members were active with a formal title and role in the Division.

