DATE:        July 2019

TO:          Chapter Presidents
             ASHRAE Membership Promotion Committee
             ASHRAE Student Activities Committee
             ASHRAE Research Promotion Committee
             ASHRAE Chapter Technology Transfer Committee
             ASHRAE Government Affairs Committee
             ASHRAE Young Engineers in ASHRAE Committee
             Regional Communications Chairs (formerly RECC)
             Regional Historians
             Region Members Council Representatives
             ASHRAE Board of Directors

FROM:        Darryl K. Boyce

SUBJECT:     PRESIDENTIAL AWARD OF EXCELLENCE (PAOE)

ASHRAE members and their chapters are the backbone of our Society and play a vital role in achieving its goals and mission. Through their collective efforts, ASHRAE chapters are the global driver of volunteer activity as we strive to meet our goal of shaping tomorrow’s built environment.

Our theme for 2019 – 2020, ‘Building for People & Performance-Achieving Operational Excellence,’ focuses on adapting ASHRAE’s resources, investments and technology to energize our membership and empower our chapters. Through the theme’s initiatives, ASHRAE will continue to build a worldwide network of innovative people and successful technologies to transform building operations and the indoor environment. ASHRAE members have a tremendous passion for our mission, which this year’s theme builds upon to assist building owners and operators to improve the operation of their buildings to meet the design intent and the operators expectations. Our ability to shape tomorrow is borne by our willingness to adapt today, which is the driving force behind our theme and is incorporated into this year’s PAOE program.

The PAOE for the coming year reflects the following points of emphasis.

See Chapter Operations:
- For each chapter member that submits a building assessment for a Building EQ rating (either in Operation or As Designed)
- For each chapter member promoting or presenting on Building EQ to an outside organization, building owner, facility manager, building operator or tenant
- For a chapter presentation by the Chapter President on the new strategic plan by November 30
- For holding an Effective Building Operations (topic) Chapter Meeting
- For each Professional Development Hour (PDH) earned by a chapter member on a building science topic other than HVAC&R (e.g. fenestration, insulation, lighting, indoor air quality)
For a chapter creating a grassroots program specific to the needs of the local community. To qualify, the chapter program must include similar breadth and scope as President Boyce’s concept of supporting Effective Building Operations (ex: working with local utility and institutional organization, provide training for improvements to building operations while improving the indoor environment and wellness in the buildings in the community)

See Chapter Technology Transfer:

- For each chapter program or chapter sponsored educational seminar with a clearly defined sustainability theme (e.g. energy efficiency, indoor air quality, high-performance buildings)
- For a chapter program if the technical topic is a panel discussion about effective building operations, including representatives from the local building owner/operators, researchers undertaking studies on smart buildings, controls service providers, or other specialists relevant to the topic. The intent is to have the panel discuss the problems and opportunities related to effective building operations and the impact of technology in the chapter assigned area.
- For a chapter program if the technical topic is a panel discussion about building resilience, such as research undertaking studies on building resilience, controls service providers addressing how control strategies and resiliency are linked, cyber security challenges in the built environment, technical representatives from the local weather authority sharing insights about future weather patterns, utility representatives to discuss how buildings impact grid performance, or other specialists relevant to the topic. The intent is to have the panel discuss where the integration of resilience into new and existing buildings and how it might affect infrastructure in the Chapter assigned area.
- For each 3-hour seminar sponsored/hosted by the chapter on a building science topic other than HVAC&R

See Student Activities:

- For each Building EQ submittal where a student branch assists with the work as overseen by a chapter member(s)

The numbering system will continue to be added to the PAOE program to better identify PAOE line items. There are nine PAOE categories included this year: Chapter Operations, Chapter Technology Transfer, Government Affairs, Communications, Historical, Membership Promotion, Research Promotion, Student Activities and Young Engineers in ASHRAE.

To achieve PAOE, the chapter must earn the minimum points in six of the following seven categories: Chapter Operations, Chapter Technology Transfer, Government Affairs, Membership Promotion, Research Promotion, Student Activities and Young Engineers in ASHRAE. Please refer to the criteria specified in each of the categories for calculating the PAOE points. For additional information or clarification, consult the PAOE Frequently Asked Questions (FAQ) section on the ASHRAE website. Please note that appropriate documentation must be kept by the Chapter to support PAOE point input, and that “chair” is defined as the individual listed in the Chapter Information Questionnaire (CIQ) on file with Society.

I am excited that you will be part of our global society and I appreciate the dedication, enthusiasm and hard work you bring to ASHRAE each year. I look forward to working with you as we extend globalization and new energy in our future and our community.
Chapters must meet “minimum” by obtaining points in the PAOE categories, there are no maximum limits on points earned however some line items are capped.

**PAOE** Minimum in 6 of the following 7 categories: Chapter Operations, Chapter Technology Transfer, Government Affairs, Membership Promotion, RP, Student Activities and Young Engineers in ASHRAE

**Special Citation** Minimum in 6 of the 7 categories, with a minimum of 5,800 points

**STAR** PAR in all categories

**Honor Roll** PAOE for at least four consecutive years

**High Honor Roll** STAR for at least four consecutive years

**Premier** PAOE every year since the chapter's inception or since 1970; minimum of four years; chapter’s first year is excluded

Sustainability Activities Award: A Chapter Sustainability Award in the form of a certificate is available for each chapter that obtains a total of at least 200 points from the items listed under Sustainability Activities in the Chapter Operations category of PAOE. The Chapter with the highest PAOE Sustainability point total (excludes the Community Sustainability Project points), will receive a Regional award in the form of a plaque and a certificate. The line items for Sustainability Activities are located in the Chapter Operations section of PAOE.

Community Sustainability Project Award: 500 points are entered by the DRCs for chapters who participate in the Community Sustainability Project as outlined in the Chapter Operations section of the PAOE. An award will be presented to chapters who complete their community project during the 2019-2020 Society year. For more information, visit [https://www.ashrae.org/communities/chapters/ashrae-chapters/ashrae-community-sustainability-projects](https://www.ashrae.org/communities/chapters/ashrae-chapters/ashrae-community-sustainability-projects) to review the case studies, quick start guidelines and more.
CHAPTER REPORTING

The Chapter President is responsible for reporting the points in the Chapter Operations category. Each Chapter Committee Chair is responsible for reporting the points for his/her respective category. The PAOE points are entered online by the Chapter President and Chapter Committee Chairs using their email address and password to login. The Chapter President and the Chapter Committee Chairs are responsible for ensuring that the data is entered and the final reporting is completed by July 15, 2020. The Director and Regional Chairs (DRCs) and Regional Vice Chairs (RVCs) may access the website to obtain information for chapters in their Region and to enter points as indicated below.

- **November** Reflects October 31 results
- **January** Reflects December 31 results
- **March** Reflects February 28 results
- **April** Reflects March 31 results
- **May** Reflects April 30 results
- **June** Reflects May 31 results
- **July 15** June 30 results (reflects all final PAOE entries for the Society year)

**DRCs Assigns: Chapter Operations PAOE Points**

**RVCs Assigns Points in their respective PAOE category:**
- Chapter Technology Transfer
- Government Affairs
- Membership Promotion
- RP (points assigned by ASHRAE staff)
- Student Activities
- Young Engineers in ASHRAE
- Communications (points assigned by RCC)
- Historical (points assigned by Regional Historian)

ASHRAE HEADQUARTERS REPORTING

Beginning July 1 of each Society year, PAOE is available in dual form; the current Society year and the previous Society year. Chapters are able to enter PAOE points for both years during the month of July until the deadline date of July 15. The PAOE Point Summary data can be obtained for each chapter in the Region from the PAOE website. RP points will be calculated and entered by Headquarters staff.
Instructions to Enter PAOE Info

1. From the ASHRAE Homepage, login using your email address and password.
2. Click on the Communities blue tab
3. Click on the Chapters link on the drop-down menu
4. On the Chapter page, select Chapter Reports, PAOE and CIQ
5. Click the Chapter’s link
6. Mouse over and click on the PAOE icon (to the right of the Chapter name)
7. Be sure chapter’s name appears in the drop down box. Select the PAOE year then choose the PAOE category to enter points. Note year-to-date totals for each PAOE category.
8. Use the Help button for brief descriptions of the PAOE areas.
9. After selecting the PAOE Category, click on any subtitle for the line items to appear. Click again to show only the PAOE category. Note: Chapters will not have access to the DRC Assigns, RVC Assigns and Regional ECC and Regional Historian Assigns categories.

- Chapter Operations
  - Efficient use of volunteer’s time:
  - Actual Building Performance – bEQ:
  - Planning
  - Meetings
  - Communications
  - YEA Activities
  - Sustainability Activities
  - DRC Assigns
- Chapter Technology Transfer
  - Par: 1200 Min Points: 600 Total Points: 0
- Communications
  - Par: 1050 Min Points: 550 Total Points: 0
- Government Affairs
  - Par: 650 Min Points: 250 Total Points: 0
- Historical Criteria
  - Par: 650 Min Points: 500 Total Points: 0
- Membership Promotion
  - Par: 300 Min Points: 100 Total Points: 0
- RP
  - Par: 800 Min Points: 500 Total Points: 0
- Student Activities
  - Par: 800 Min Points: 300 Total Points: 0
- YEA
  - Par: 800 Min Points: 300 Total Points: 0

10. Click the plus sign (+) for any line item to add PAOE points. Note year-to-date points for each line item entered.
11. When points are entered, it records the person who entered the points, number of points, and when the points were entered.
12. When adding points, you can include a note for yourself or anyone who will be entering points in this category.
13. Click the Download icon and save as an Excel file on your computer, then open the file. All categories and points are listed in this report.
14. RP Points will continue to be entered by staff. For questions, contact: RegionInfo@ashrae.org
**ASHRAE Chapters 2019-2020 PAOE Automation Points**

Listed below are the 2019-20 PAOE point line items that the ASHRAE database system will automatically assign. Chapters should not be able to enter points for the items listed; they will appear as “grayed-out” on the PAOE website. If there are any issues with the automation assignment of points, please contact RegionInfo@ashrae.org.

<table>
<thead>
<tr>
<th>Chapter Operations – Meetings:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>CO16 50 points (no maximum)</td>
<td>For establishing or maintaining an operating chapter section (each section)</td>
</tr>
<tr>
<td>CO23 10 points; (no maximum)</td>
<td>For each chapter member who registers for a Winter or Annual Society meeting, including MP and SA Chapter chairs that attend</td>
</tr>
</tbody>
</table>

**Communications – RCC Assigns/Enters the following points:**

| CC16 50 points; (50 points maximum)                        | For Chapter Communications Chair or Webmaster serving in the position 2 years or more |

**Historical – Regional Historian Assigns/Enters the following points:**

| H13 100 points; (100 points maximum)                       | For a chapter historian serving in the position 2 years or more |

**Membership Promotion – Efficient use of volunteers’ time:**

| MP4 25 points; (300 points maximum)                        | For retention of each new member *(dues paid second and third year)* |
| MP5 25 points; (no maximum)                                | For each member who rejoins or is reinstated after being cancelled for more than one year |
| MP6 10 points; (no maximum)                                | For each upgrade from associate to member |

**Membership Promotion – RVC Assigns/Enters the following points:**

| MP15 100 points; (100 points maximum)                      | For an MP Chair holding the position for 2 years or more |

**Student Activities – General Student Branch Involvement:**

| SA5 100 points; (no maximum)                               | For establishing a new student branch or reactivating an inactive student branch |
| SA6 50 points; (no maximum)                                | If net student membership for the chapter exceeds that of previous year |
| SA9 50 points; (no maximum)                                | For each active student branch where the faculty advisor is a chapter member |

**Student Activities – Meetings:**

| SA24 25 points; (no maximum)                               | For each student member attending the Winter Conference Student Program |

**Student Activities – Retention:**

| SA29 50 points; (no maximum)                               | For each student member that transfers from student member to Associate member after graduation |
| SA31 50 points; (no maximum)                               | For each current student member that renews their ASHRAE student membership |

**Young Engineers in ASHRAE – Membership:**

| YEA1 25 points; (200 points maximum)                       | For each new member who qualifies as YEA (who were not student transfers) |
| YEA3 100 points; (100 points maximum)                      | For increasing YEA membership over the Society year by 5% |

**Young Engineers in ASHRAE – Program Attendance**

| YEA6 300 points (600 points maximum)                       | For each YEA member who attends YEA Leadership Weekend, YEA Leadership International, YEA Leadership 2.0, Leadership U or LeaDRS program during the Society year |

**Young Engineers in ASHRAE – Chapter Operations and Activities:**

<p>| YEA11 100 points; (300 points maximum)                      | For each chapter officer or board of governors member who is a YEA member (BOG position must appear on CIQ) |
| YEA12 75 points; (225 points maximum)                       | For each YEA member assigned to a Chair position |
| YEA13 50 points; (150 points maximum)                       | For each YEA member assigned to a committee position to provide YEA ideas and participation |</p>
<table>
<thead>
<tr>
<th>MINIMUM: 600 POINTS</th>
<th>PAR: 1200 POINTS</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Explanation to reach Minimum for Chapter Operations:</strong> To reach minimum, the Chapter Information Questionnaire (CIQ) must be complete and forwarded to DRC and Society 60 days prior to CRC. The completed CIQ will represent the incoming chapter officers and chapter committee chairs for the next Society year. The DRC is responsible for determining if criteria are met. All individuals serving in a chapter position must be an ASHRAE Member or Associate grade member (except Webmaster and Newsletter Editor who can be a student member; Affiliate grade for YEA). No person can serve in more than one officer position (exception, two positions for chapter with less than 75 members). A chapter officer may also serve in one committee chair position.</td>
<td></td>
</tr>
</tbody>
</table>

### Efficient use of volunteers' time:

| CO1 | 100 points; (300 points maximum) | For each chapter member attending the Chapter Leadership Academy |
| CO2 | 100 points | For establishing a relationship with a collaborative chapter in another country |
| CO3 | 50 points; (50 points maximum) | For conducting chapter planning meeting prior to August 1 (all officers and committee chairs) (Note: Requires Chapters to provide a report of the plan to their DRC by August 1 to receive credit for this effort in addition to reporting into the PAOE accounting system.) |
| CO4 | 50 points; (minimum 1 hour of training; 100 points maximum) | For people skills, leadership training for chapter officers and future leaders at a chapter event (see This is ASHRAE presentation) |
| CO5 | 50 points; (minimum 1 hour of training; 100 points maximum) | For ASHRAE marketing training for chapter officers and future leaders (see This is ASHRAE presentation) |
| CO6 | 50 points; (50 points maximum) | For establishing a Refrigeration Committee with at least 2 members to promote Refrigeration programs and activities |
| CO7 | 50 points; (50 points maximum) | For a chapter presentation by the Chapter President on the revised ASHRAE Core Values, highlighting the addition of Diversity (see This is ASHRAE presentation) |
| CO8 | 25 points; (25 maximum) | For the CRC Action Committee meeting and bringing completed Executive Session Worksheet to the Region’s Caucus |

### Building Performance – Building EQ:

| CO9 | 100 points; (200 points maximum) | For each chapter member that submits a building assessment for a Building EQ rating (either in Operation or As Designed) |
| CO10 | 100 points; (100 points maximum) | For each chapter member promoting or presenting on Building EQ to an outside organization, building owner, facility manager, building operator or tenant |

### Planning:

| CO11 | 75 points; (75 points maximum) | For GA, MP and YEA Chairs sitting on the Chapter CTT Committee to ensure chapter programs are developed relevant to the chapter membership |

### Meetings:

| CO12 | 100 points; (100 points maximum) | If annual attendance at meetings exceeds that of previous year by at least 10% (Attendance includes total for dinner, lunch or breakfast meetings where minimum 45 minutes business or technical presentation or panel discussion is held. HVAC&R courses for continuing education, technical sessions, tours and social events are excluded.) |
| CO13 | 100 points; (100 points maximum) | For presenting the Technical Activities Committee presentation at chapter meeting |
| CO14 | 100 points; (100 points maximum) | For a chapter presentation by the Chapter President on the new strategic plan by November 30 (power point to be provided by the Society Planning Committee) |
| CO15 | 75 points; (maximum 2 events; 75 points maximum) | For organizing an employer recognition event to promote the benefits of ASHRAE membership for company members and solicit feedback on how ASHRAE and the local chapter can better serve the company |
| CO16 | 50 points (no maximum) | For establishing or maintaining an operating chapter section (each section) |
| CO17 | 50 points; (150 points maximum) | For chapter publicity that includes issuing at least six (6) press releases or arranging one (1) or more TV appearances promoting the work of ASHRAE |
| CO18 | 50 points; (50 points maximum) | For establishing a chapter user group on modeling that has an active on-line forum or meets periodically (at least 4 times) to provide education and mutual support |
| CO19 | 25 points; (100 points maximum) | If a chapter hosts a visit by Regional Officer, Society Officer or Society Board of Directors member to conduct employer dialogue/roundtable/recognition event (per key employer office visited) |
| CO20 | 25 points; (50 points maximum) | For each separate social event |
| CO21 | 50 points; (50 points maximum) | For holding an Effective Building Operations (topic) Chapter Meeting |
| CO22 | 25 points; (150 points maximum) | For chapter officers or committee chairs promoting ASHRAE membership to local companies (e.g. reception, one/one meeting, company presentation) in order to increase their support in ASHRAE |
| CO23 | 10 points; (no maximum) | For each chapter member who registers for a Winter or Annual Society meeting, including MP and SA Chapter chairs that attend |
| CO24 | 5 points; (100 points maximum) | For each Professional Development Hour (PDH) earned by a chapter member on a building science topic other than HVAC&R (e.g., fenestration, insulation, lighting, indoor air quality) |

**Communications:**

| CO25 | 50 points; (100 points maximum) | For chapter promotion of ASHRAE products in chapter newsletter and communications (using ASHRAE staff produced materials) |
| CO26 | 10 points; (10 points per month; 120 points maximum) | For use of social media communication base (Twitter, Facebook, Basecamp, ASHRAExCHANGE, Line, Whatsapp, etc.) |

**Honors and Awards Activities:**

| CO27 | 50 points; (no maximum) | For each nomination for the honor of Fellow grade, Distinguished Service Award, Exceptional Service Award, F. Paul Anderson, Louise and Bill Holladay Fellow Award, with the appropriate documentation in accordance with the procedures stated on the ASHRAE website |
| CO28 | 25 points; (25 points maximum) | For establishing and maintaining a chapter Honors and Awards Committee |
| CO29 | 20 points; (120 points maximum) | For each Chapter Service Award or Regional Award of Merit awarded to a chapter member during this Society year |

**Sustainability Activities:**

Please note for Sustainability Points: A Chapter Sustainability Award is available for each chapter that obtains a minimum total of 200 points from the items listed above under Sustainability Activities. The chapter with the highest PAOE sustainability point total will receive a Regional award (excludes the Community Sustainability Project points).

| CO30 | 500 points; (500 points maximum) | For a chapter creating a grassroots program specific to the needs of the local community. To qualify, the chapter program must include similar breadth and scope as President Boyce’s concept of supporting Effective Building Operations. A possible example is working with a local utility and institutional organization, to provide training for improvements to building operations while improving the indoor environment and wellness in the buildings in the community. |
| CO31 | 50 points; (50 points maximum) | For establishing a Chapter Sustainability Committee that meets periodically that organizes at least two HVAC&R related sustainability activities per year |

**DRC Assigns/Enters the following points:**

| CO32 | 500 points; (500 points maximum) | For chapter sponsored community sustainability project or event in conjunction with a non-profit organization (Note: Examples of community sustainability projects are available online to assist.) |
| CO33 | 100 – 500 points; (500 points maximum) | For chapter sponsored community sustainability project publicity (outside of normal Chapter advertisements) that includes print, audio or electronic media at local, state, provincial, national or industry level promoting the work of ASHRAE and/or local chapter |
| CO34 | 75 points; (75 points maximum) | For a planning/goal setting session with DRC resulting in written measurable objectives (points assigned by DRC by October 1 or 2 weeks after the CRC, whichever is later) |
| CO35 | 500 points for establishing or 300 points for updating annually; (500 points maximum) | For establishing and updating annually a chapter long term strategic plan (minimum of 3 years) with goals for chapter growth, leadership, and financial stability. Plan to be submitted to DRC for approval not later than January 1. (points awarded by DRC by May 15) |
| CO36 | 50 points | For each chapter officer who attends the CRC besides the Delegate and Alternate |
| CO37 | 50 points; (50 points maximum) | For President-Elect attendance at President-Elect Training |
| CO38 | 25 points; (25 points maximum) | For the chapter nominating committee report (with all chapter officers & committee chair positions filled) distributed by the April 30 chapter meeting (points assigned by DRC by May 15) |
| CO39 | 10 – 50 points; (50 points maximum) | For achieving goals established in planning session (points assigned by DRC by June 30) |
## 2019-20 Presidential Award of Excellence (PAOE)

### Chapter Technology Transfer Category

<table>
<thead>
<tr>
<th>MINIMUM: 550 POINTS</th>
<th>PAR: 1050 POINTS</th>
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<tbody>
<tr>
<td>Efficient use of volunteers’ time:</td>
<td></td>
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<tr>
<td>CT1 50 points (50 points maximum)</td>
<td>For a Chapter Technology Transfer Committee (actively handling Technical, Energy, Programs, and Refrigeration) with a minimum of a chair and a co-chair</td>
</tr>
<tr>
<td>CT2 50 additional points (50 points maximum)</td>
<td>If CTT committee includes a refrigeration subcommittee chair</td>
</tr>
<tr>
<td>Building Performance:</td>
<td></td>
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<tr>
<td>CT3 100 points (no maximum)</td>
<td>For each Technology Award entry into Regional or Society competition (each Technology Award entry counted only once) <em>(100 additional points if the Building EQ score is included as part of the Technology Award submission)</em></td>
</tr>
<tr>
<td>CT4 100 points (no maximum)</td>
<td>For each Milton Garland Award of Comfort Cooling Award entry</td>
</tr>
<tr>
<td>CT5 50 points; (300 points maximum)</td>
<td>For each chapter program or chapter sponsored educational seminar with a clearly defined sustainability theme (e.g. energy efficiency, indoor air quality, high-performance buildings) with 50 points additional for referencing Building EQ</td>
</tr>
<tr>
<td>Planning and Administrative Activities:</td>
<td></td>
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<tr>
<td>CT6 50 points; (50 points maximum)</td>
<td>For completing and publishing meeting schedule and speakers by October 1 or 2 weeks after the CRC, whichever is later</td>
</tr>
<tr>
<td>CT7 50 points; (250 points maximum)</td>
<td>For maintaining submitting summary of speaker reviews regularly to CTTC RVC for use in regional speaker database</td>
</tr>
<tr>
<td>CT8 25 points; (100 points maximum)</td>
<td>For advertising of ASHRAE Certifications (e.g. Chapter Newsletter, Chapter Website, AIA Newsletter, etc.)</td>
</tr>
<tr>
<td>CT9 25 points; (no maximum)</td>
<td>For submitting DL event summary critique form within 15 days of DL visit</td>
</tr>
<tr>
<td>Awards and Submission Activities:</td>
<td></td>
</tr>
<tr>
<td>CT10 50 points (no maximum)</td>
<td>For each ASHRAE publication (e.g. Handbook chapter, Standard, design guide, ASHRAE Journal article) authored, co-authored, or translated by Chapter members and submitted to the cognizant group for publication. <em>(Points doubled if authored by ASHRAE Fellow, if the article is on a refrigeration oriented theme, a residential oriented theme, developing economies, effective building operations or if it is performed by a YEA member.)</em> (Note: Requests to translate any ASHRAE publication must be submitted in advance to ASHRAE’s Publisher/Director of Publications and Education)</td>
</tr>
<tr>
<td>Meetings, Presentations or Events:</td>
<td></td>
</tr>
<tr>
<td>CT11 150 points; (150 points maximum)</td>
<td>For a chapter program if the technical topic is a panel discussion about effective building operations, including representatives from the local building owner/operators, researchers undertaking studies on smart buildings, controls service providers, or other specialists relevant to the topic. The intent is to have the panel discuss the problems and opportunities related to effective building operations and the impact of technology in the chapter assigned area.</td>
</tr>
<tr>
<td>CT12 150 points; (150 points maximum)</td>
<td>For a chapter program if the technical topic is a panel discussion about building resilience, such as research undertaking studies on building resilience, controls service providers addressing how control strategies and resiliency are linked, cyber security challenges in the built environment, technical representatives from the local weather authority sharing insights about future weather patterns, utility representatives to discuss how buildings impact grid performance, or other specialists relevant to the topic. The intent is to have the panel discuss where the integration of resilience into new and existing buildings and how it might affect infrastructure in the Chapter assigned area.</td>
</tr>
<tr>
<td>CT13 150 points; (150 points maximum)</td>
<td>For a chapter program if the technical topic is a panel discussion about wellness in buildings. The panel should comprise of indoor air quality specialists, interior designers, psychologists specializing in the effects of the indoor environment, and other specialists relevant to the topic. The intent is to have the panel discuss how buildings may improve the quality of life of its occupants.</td>
</tr>
<tr>
<td>CT14 100 points; (300 points maximum)</td>
<td>For each 3-hour PDH seminar or webcast presentation (live or delayed) sponsored/hosted by the chapter</td>
</tr>
<tr>
<td>CT15 100 points (no maximum)</td>
<td>For each joint meeting with AIA, USGBC, IES, or other HVAC&amp;R-related organization, and/or other engineering society (or other equivalent organization) <em>(25 additional points if the joint meeting is held with other refrigeration industry-related societies, e.g., RSES or IIAR)</em></td>
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<tr>
<td>CT16</td>
<td>100 points; (600 points maximum)</td>
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<tr>
<td>CT17</td>
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<td>CT27</td>
<td>25 points; (no maximum)</td>
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<tr>
<td>CT28</td>
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<td>CT29</td>
<td>25 points; (no maximum)</td>
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</tbody>
</table>

**Chapter Member and YEA Activities:**

<table>
<thead>
<tr>
<th>CT30</th>
<th>25 points; (400 points maximum)</th>
<th>For each article (minimum 250 words) on a technical, business, legal or management topic (other than those announcing a program) published in a chapter newsletter or posted on a chapter website (maximum of two articles per month) (an additional 25 points if submitted by YEA member; not to exceed 100 additional bonus points)</th>
</tr>
</thead>
<tbody>
<tr>
<td>CT31</td>
<td>50 points; (200 points maximum)</td>
<td>For each chapter presentation (minimum 15 minutes) given by an ASHRAE voting or corresponding Technical Committee (TC), Task Group (TG) or Standards Project Committee (SPC) member on status of one particular TC’s, TG’s or SPC’s efforts (Research activities, Standards activities, Handbook activities, etc.) (Points doubled if the presenter is part of the Refrigeration Committee, Residential Committee or a YEA member)</td>
</tr>
<tr>
<td>CT32</td>
<td>100 points; (no maximum)</td>
<td>For each Technology Award entry into Chapter competition (Points doubled if submitted by a YEA member)</td>
</tr>
</tbody>
</table>

**RVC Assigns/Enters the following points:**

<table>
<thead>
<tr>
<th>CT33</th>
<th>200 points; (200 points maximum)</th>
<th>For the incoming Chapter CTT committee chair or co-chair attending the CTTC CRC workshop</th>
</tr>
</thead>
<tbody>
<tr>
<td>CT34</td>
<td>100 points; (no maximum)</td>
<td>For submitting Donald A. Siller Refrigeration Award application</td>
</tr>
<tr>
<td>CT35</td>
<td>100 points; (no maximum)</td>
<td>For submitting Dan Mills Chapter Programs Award application</td>
</tr>
<tr>
<td>CT36</td>
<td>50 – 100 points; (100 points maximum)</td>
<td>For planning/goal setting session with RVC (points assigned by RVC by October 1 or 2 weeks after the CRC, whichever is later)</td>
</tr>
<tr>
<td>CT37</td>
<td>10 – 100 points; (100 points maximum)</td>
<td>For achieving goals established in goal-setting session with RVC (points assigned by RVC by June 30)</td>
</tr>
<tr>
<td>Efficient use of volunteers’ time:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>----------------------------------</td>
<td>---</td>
<td></td>
</tr>
<tr>
<td><strong>CC1</strong> 25 points; (200 points maximum)</td>
<td>For each month that new and/or current information is added to the chapter’s online platforms (i.e. website and social media), such as pictures and review of recent chapter events (duplicate posts on multiple mediums count as one post, and automated postings are not counted)</td>
<td></td>
</tr>
<tr>
<td><strong>CC2</strong> 25 points; (25 points maximum)</td>
<td>For updating and adding current chapter information to chapter website by October 1</td>
<td></td>
</tr>
<tr>
<td><strong>CC3</strong> 25 points; (25 points maximum)</td>
<td>For updating and adding current chapter program schedule to chapter website by October 1</td>
<td></td>
</tr>
<tr>
<td><strong>General:</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>CC4</strong> 2 points; (2 points per 1 percent; 200 points maximum)</td>
<td>For each percentage of chapter’s total membership that follows or provides other similar indication of involvement with one of chapter’s social media pages; only the social media site with the largest following is counted</td>
<td></td>
</tr>
<tr>
<td><strong>CC5</strong> 5 points; (50 points maximum)</td>
<td>For each page or link promoting of local student branches via separate pages or link to student branch pages on the main chapter website</td>
<td></td>
</tr>
<tr>
<td><strong>CC6</strong> 5 points; (25 points maximum)</td>
<td>For each link to ASHRAE.org webpages and other related sites like Join ASHRAE and Donate to ASHRAE (points doubled if post mentions Building EQ)</td>
<td></td>
</tr>
<tr>
<td><strong>CC7</strong> 100 points; (100 points maximum)</td>
<td>For migrating chapter files to Basecamp (for first year chapter has a Basecamp project assigned)</td>
<td></td>
</tr>
<tr>
<td><strong>CC8</strong> 50 points; (50 points maximum)</td>
<td>For chapter leadership continuing to utilize Basecamp for chapter business (for chapters previously assigned a Basecamp project)</td>
<td></td>
</tr>
<tr>
<td><strong>CC9</strong> 50 points; (50 points maximum)</td>
<td>For reconciling the chapter email distribution list with official chapter roster provided by ASHRAE</td>
<td></td>
</tr>
<tr>
<td><strong>CC10</strong> 50 points; (50 points maximum)</td>
<td>For cleaning the chapter’s email list of contacts that may be old or out of service, and removing members that have transferred out</td>
<td></td>
</tr>
<tr>
<td><strong>CC11</strong> 100 points; (100 points maximum)</td>
<td>For compliance with local regulations on email distribution (ex: CAN-SPAM, GDPR, etc. contact your RCC for more information)</td>
<td></td>
</tr>
<tr>
<td><strong>CC12</strong> 25 points; (25 points maximum)</td>
<td>For creating or updating a procedural document for chapter communications, such as step-by-step instructions on how to update the chapter website</td>
<td></td>
</tr>
<tr>
<td><strong>CC13</strong> 10 points per newsletter/communication; (100 points maximum)</td>
<td>For chapter promotion of ASHRAE products (APPS, ALI, webinars, Books, Meetings, etc.) chapter website or newsletter (using ASHRAE staff produced materials)</td>
<td></td>
</tr>
<tr>
<td><strong>CC14</strong> 10 points per App, 20 points maximum per month; (200 points maximum)</td>
<td>For developing APPs for ASHRAE</td>
<td></td>
</tr>
</tbody>
</table>

**RCC Assigns/Enters the following points:**

| **CC15** 100 points; (100 points maximum) | For Chapter Communications Chair or Webmaster who attends the CRC Communications workshop |
| **CC16** 50 points; (50 points maximum) | For Chapter Communications Chair or Webmaster serving in the position 2 years or more |
| **CC17** 100 points; (100 points maximum) | For planning/goal setting session with RCC by October 1 or 2 weeks after the CRC, whichever is later |
| **CC18** 100 points; (100 points maximum) | For achieving goals established in goal-setting session with RCC |
| **CC19** 25 points; (25 points maximum) | For including the approved Chapter logo from Society on the Chapter Website in accordance with ASHRAE’s logo guidelines available at https://www.ashrae/logoguide. The most current version of the logo will bear the Registered Symbol. |
| **CC20** 50 points; (50 points maximum) | For listing Disclaimer on homepage as specifically listed in the current ASHRAE Web Policy document with www.ashrae.org address linked to the Society homepage. The disclaimer is as follows: This web site is maintained by the (name of Chapter, Section or Student Branch) of ASHRAE. It does not present official positions of the Society nor reflect Society policy. ASHRAE chapters may not act for the Society and the information presented here has not had Society review. To learn more about ASHRAE activities on an international level, contact the ASHRAE home page at http://www.ashrae.org.” |
| **CC21** 25 points; (25 points maximum) | For listing current webmaster, contact email address and latest revision on homepage |
### Efficient use of volunteers’ time:

<table>
<thead>
<tr>
<th>GA1</th>
<th>50 points; (50 points maximum)</th>
<th>For establishing and maintaining a chapter Government Affairs Committee with at least 2 members to promote ASHRAE with state, provincial, and local government</th>
</tr>
</thead>
<tbody>
<tr>
<td>GA2</td>
<td>50 points; (minimum 1 hour of training; 100 points maximum)</td>
<td>For government affairs training for chapter officers and future leaders</td>
</tr>
</tbody>
</table>

### Administrative and Training Activities:

| GA3      | 150 points; (150 points maximum) | For establishing and annually updating a list of government officials (at any level of government relevant to buildings, engineering or construction, including building officials, school system facility staff, state energy code officials, etc.) along with their contact information. *List must be sent to RVC by December 15 or date assigned by RVC* |

### Awards and Submission Activities:

<table>
<thead>
<tr>
<th>GA4</th>
<th>100 points; (no maximum)</th>
<th>For each Chapter Government Affairs Award entry into Society competition <em>(each Award entry counted only once)</em></th>
</tr>
</thead>
<tbody>
<tr>
<td>GA5</td>
<td>50 points; (no maximum)</td>
<td>For each Chapter Government Affairs entry into Regional competition <em>(each Award entry counted only once)</em></td>
</tr>
<tr>
<td>GA6</td>
<td>50 points; (no maximum)</td>
<td>For each article on a government affairs activities-related (e.g., state provincial, or local legislative or regulatory issue) published in a chapter newsletter or posted on a chapter website with copy sent to RVC <em>(maximum of two articles per month)</em></td>
</tr>
</tbody>
</table>

### Meetings, Presentations or Events:

<table>
<thead>
<tr>
<th>GA7</th>
<th>100 points; (1000 points maximum)</th>
<th>For each announced and promoted or held joint chapter meeting with local, state, or provincial government entity to discuss a built environment or HVAC&amp;R industry-related topic</th>
</tr>
</thead>
<tbody>
<tr>
<td>GA8</td>
<td>50-100 points; (800 points maximum)</td>
<td>For each documented personal contact (meeting) by a chapter member with government officials (at any level of government relevant to buildings, engineering or construction, including building officials, school system facility staff, state energy code officials, etc.) with the goal of promoting ASHRAE related subjects or Chapter goals and objectives, with notification sent to the ASHRAE Government Affairs Office <em>[Points doubled if the chapter promotes current or recently updated ASHRAE Standards, ASHRAE certifications or Building EQ (50 points for staff level meeting and 100 points for elected/appointed official meeting)</em>]</td>
</tr>
<tr>
<td>GA9</td>
<td>100 points; (no maximum)</td>
<td>For each National Engineers’ Week or non-US equivalent activity that promotes Engineering</td>
</tr>
<tr>
<td>GA10</td>
<td>100 points; (600 points maximum)</td>
<td>For promotion of ASHRAE certification programs through personal presentations or newsletters with government officials and engineers</td>
</tr>
<tr>
<td>GA11</td>
<td>50 points; (50 points maximum)</td>
<td>For maintaining a current listing of local and state Energy code(s) for entities within chapter area; include contacts for people managing the Energy Code(s)</td>
</tr>
<tr>
<td>GA12</td>
<td>50 points; (100 points maximum)</td>
<td>For each Chapter program on the topic of government activities <em>(minimum 45 minute presentation; maximum 2)</em></td>
</tr>
</tbody>
</table>

### RVC Assigns/Enters the following points:

<table>
<thead>
<tr>
<th>GA13</th>
<th>300 points; (300 points maximum)</th>
<th>For a complete application submitted to the GAC for the Government Affairs Award</th>
</tr>
</thead>
<tbody>
<tr>
<td>GA14</td>
<td>200 points</td>
<td>For the incoming Chapter GAC committee chair attending the GAC CRC workshop <em>(50 points for chapter representative other than the chair who is a senior officer or member of GAC)</em></td>
</tr>
<tr>
<td>GA15</td>
<td>100 points; (300 points maximum)</td>
<td>For chapter active GAC chair continuing a second year as chair or past chapter president with GAC experience <em>(200 points for an additional year with a cap of 300 points in one year)</em></td>
</tr>
<tr>
<td>GA16</td>
<td>100 points; (400 points maximum)</td>
<td>For chapter submitting report(s) with local issues identified to RVC <em>(with a cap of 400 points in one year)</em></td>
</tr>
<tr>
<td>GA17</td>
<td>50 – 100 points; (100 points maximum)</td>
<td>For planning/goal setting session with RVC <em>(points assigned by RVC by October 1 or 2 weeks after the CRC, whichever is later)</em></td>
</tr>
<tr>
<td>GA18</td>
<td>10 – 200 points; (200 points maximum)</td>
<td>For chapter interaction with local or state government to advocate policy related to buildings, engineering or construction. The total points shall be determined by the RVC based on effort</td>
</tr>
<tr>
<td>GA19</td>
<td>10 – 100 points; (100 points maximum)</td>
<td>For achieving goals established in goal-setting session with RVC <em>(points assigned by RVC by June 30)</em></td>
</tr>
<tr>
<td>GA20</td>
<td>10 points; (100 points maximum)</td>
<td>For each GAC meeting to promote using an Energy Code based on ASHRAE standards with Energy Code contacts; must report to RVC</td>
</tr>
</tbody>
</table>
# 2019-20 Presidential Award of Excellence (PAOE)  

**Historical Category**

<table>
<thead>
<tr>
<th>MINIMUM: 100 POINTS</th>
<th>PAR: 300 POINTS</th>
</tr>
</thead>
</table>

**Note:** Histories about a system, standard, person, event or a company, outside the geographic area of the chapter are not acceptable for PAOE points unless a credible connection may be established by the Chapter Historian and approved by the Regional Historian. Histories for the Gold Ribbon Award shall be written by the Chapter Historian from information obtained by interviewing a person knowledgeable of the history being written or from personal knowledge of the history of the system, standard, person, event or company; or from detailed research as outlined in the document “How to Find Historical Document information.” All sources must be cited and referenced in a Bibliography attached at the end of the submittal document. Information obtained solely from electronic material or sources is not acceptable.

## Points Related to Chapter Historical Activities:

| H1 | 150 points; (150 points maximum) | For digitizing complete chapter historical archives posting on the chapter website and/or electronic storage and updating annually; (include a minimum of meeting minutes, monthly newsletters, listing of chapter executive inventory of historic items and memorabilia not scan-able and CRC reports) |
| H2 | 100 points; (100 points maximum) | For each history of a chapter, updates of the chapter history (for the last 3-5 years), and history of a system, standard, person, event or a company significant to the Chapter’s history (Society Gold Ribbon Award). (Note: A Chapter history must be completed before other histories can be submitted for the Gold Ribbon Award.) |
| H3 | 50 points; (50 points maximum) | For chapter historical display at CRC (updated annually or new display) |
| H4 | 50 points; (50 points maximum) | For creating a chapter timeline with annual updates adding previous year events and posting on the chapter website and/or electronic storage |
| H5 | 50 points; (50 points maximum) | For program on history as all or part of a monthly chapter meeting |
| H6 | 50 points; (no maximum) | For identifying and documenting any heating, refrigeration or air-conditioning plant, systems or buildings of historic interest within the boundaries of the Chapter ASHRAE members *(see criteria in note above)* |
| H7 | 50 points; (no maximum) | For each interview with Fellow ASHRAE member |
| H8 | 50 points; (50 points per individual; 300 points maximum) | For inviting Life members to one of the monthly chapter meetings |
| H9 | 25 points; (200 points maximum) | For publishing articles on chapter, company or member history in chapter newsletter, Society publication or chapter website *(8 newsletters)* |

## YEA/Diversity Activities:

| H10 | 25 points; (50 points maximum) | For a local Chapter Historical activity performed by an actively engaged YEA member (YEA or Diversity, but not both) |
| H11 | 25 points; (50 points maximum) | For a local Chapter Historical activity performed by an actively engaged Diversity in ASHRAE member (YEA or Diversity, but not both) |

## Regional Historian Assigns/Enters the following points:

| H12 | 100 points; (100 points maximum) | For the incoming Chapter Historian: attendance at the CRC workshop; or completing a “Review of Historical Committee Training PowerPoint” between the start of the CRC and the start of the new ASHRAE Society year on July |
| H13 | 100 points; (100 points maximum) | For a chapter historian serving in the position 2 years or more |
| H14 | 100 points; (100 points maximum) | For chapter historian participating in new historical based activities unique to the Region or Society; chapter needs to have Regional Historian’s prior approval for this activity to qualify |
| H15 | 100 points; (no maximum) | For each leadership recall interview, copy must be submitted to RVC before the next CRC |
| H16 | 50 – 100 points; (100 points maximum) | For planning/goal setting session with Regional Historian, including the preparation and submission of the respective Chapter’s Historical MBOs *(points assigned by Regional Historian by October 1 or 2 weeks after the CRC, whichever is later)* |
| H17 | 10 – 100 points; (100 points maximum) | For achieving goals established in goal-setting session with Regional Historian *(points assigned by Regional Historian by June 30)* |
## 2019-20 PRESIDENTIAL AWARD OF EXCELLENCE (PAOE)

### MEMBERSHIP PROMOTION CATEGORY

<table>
<thead>
<tr>
<th><strong>MINIMUM: 500 POINTS</strong></th>
<th><strong>PAR: 800 POINTS</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td><em>All end of the year reports are run on July 2nd or the next business day for the June 30 results</em></td>
<td></td>
</tr>
</tbody>
</table>

**Efficient use of volunteers’ time:**

| **MP1** | 200 points; (200 points maximum) | If Society membership delinquencies in chapter are 2% or less of total Chapter Area Assigned Members (as of June 30*) |
| **MP2** | 50 points; (50 points maximum) | If Membership Promotion Committee size is 5 or 3% of chapter members (whichever is less as of June 30*) with one committee member serving as the Retention Chair, and whose primary responsibility is member retention |
| **MP3** | 50 points; (100 points maximum) | For Membership Promotion event at chapter meeting for specific organized MP event (e.g., member bring a member, etc.) |
| **MP4** | 25 points; (300 points maximum) | For retention of each new member (dues paid second and third year) |
| **MP5** | 25 points; (no maximum) | For each member who rejoins or is reinstated after being cancelled for more than one year |
| **MP6** | 10 points; (no maximum) | For each upgrade from associate to member |
| **MP7** | 5 points; (50 points maximum) | For recognition of new members and advancements at each chapter meeting |
| **MP8** | 5 points; (150 points maximum per year) | For each non-member attendee invited (through e-mails, personal invitations, phone calls) to monthly dinners (5 points for the first visit; 10 points for the second visit and 15 points for the third visit) |
| **MP9** | 50 points; (50 points maximum) | If MP chapter committee chair and chapter officers are comprised of individuals that report 3 or more different industry classifications |
| **MP10** | 50 points; (100 points maximum) | For chapter who submit material such as an article, video or photo to ASHRAE’s Keynotes Newsletter |

**RVC Assigns/Enters the following points:**

| **MP11** | 300 points | If annual chapter goal (as assigned by RVC) is met (50 additional points for each percent increase in area assigned member growth beyond annual goal) |
| **MP12** | 100 points; (100 points maximum) | For the incoming Chapter Membership Promotion committee chair or co-chair attending the MP CRC workshop and participating at the CRC |
| **MP13** | 75 points; (75 points maximum) | For the incoming Chapter Membership Promotion committee chair or co-chair attending the MP centralized training |
| **MP14** | 75 points; (75 points maximum) | For the incoming Chapter Membership Promotion committee chair or co-chair attending the MP centralized training and CRC |
| **MP15** | 100 points; (100 points maximum) | For an MP Chair holding the position for 2 years or more |
| **MP16** | 50 points; (100 points maximum) | For each Diversity in ASHRAE chapter activity |
| **MP17** | 50 – 100 points; (100 points maximum) | For planning/goal setting session with RVC (points assigned by RVC by October 1 or 2 weeks after the CRC, whichever is later) |
| **MP18** | 10 – 100 points; (100 points maximum) | For achieving goals established in goal-setting session with RVC (points assigned by RVC by June 30) |
## 2019-20 PRESIDENTIAL AWARD OF EXCELLENCE (PAOE)

### RP CATEGORY (STAFF ASSIGNS POINTS)

<table>
<thead>
<tr>
<th>MINIMUM: 800 POINTS</th>
<th>PAR: 1050 POINTS</th>
</tr>
</thead>
</table>

**Efficient use of volunteers’ time:**

**GOAL:** Contributions considered towards a chapter Goal include gifts to ASHRAE, YEA ASHRAE Learning Institute, ASHRAE Research, and Scholarships held by the ASHRAE Foundation.

**EXCEPTIONS:** Foundation gifts made as part of routine ongoing Foundation Solicitations.

A chapter’s Goal shall be set by each Region’s DRC.

### Option 1:

<table>
<thead>
<tr>
<th>RP1</th>
<th>10 points; (1000 points maximum)</th>
<th>Earned by a chapter for each 1% of Goal attained – <em>(100% of Goal)</em>  OR</th>
</tr>
</thead>
</table>

### Option 2:

<table>
<thead>
<tr>
<th>RP2</th>
<th>10 points</th>
<th>Earned for each dollar per area assigned member attained</th>
</tr>
</thead>
<tbody>
<tr>
<td>RP3</td>
<td>20 additional points; (3000 points maximum)</td>
<td>For each dollar per area assigned member collected above the Society dollar per member Goal of $75</td>
</tr>
<tr>
<td>RP4</td>
<td>15 points; (15 points maximum)</td>
<td>For Volunteer Committee Worksheet completed by October 15 and sent to RVC and Staff. A minimum of 3 additional chapter members should comprise the RP Volunteer Committee</td>
</tr>
<tr>
<td>RP5</td>
<td>25 points; (25 points maximum)</td>
<td>For formal recognition of all Honor Roll level contributors from the prior year’s campaign before December 31 <em>(Note: Recognition items must be ordered from headquarters by October 15 to qualify)</em></td>
</tr>
<tr>
<td>RP6</td>
<td>100 points; (100 points maximum)</td>
<td>For Chapter Full Circle Award <em>(by November 15)</em></td>
</tr>
<tr>
<td>RP7</td>
<td>10 points</td>
<td>Per Chapter BOG member who contributes at the Full Circle level <em>(by November 15)</em>, helping the Chapter achieve “Full Circle Plus.” These points are only given if the Chapter completes the Chapter Full Circle.</td>
</tr>
<tr>
<td>RP8</td>
<td>200 points; (200 points maximum)</td>
<td>For achieving of 30 percent of goal <em>(by December 31)</em></td>
</tr>
<tr>
<td>RP9</td>
<td>25 points; (50 points maximum)</td>
<td>For the RP promotional chapter meeting held <em>(after December 31)</em></td>
</tr>
<tr>
<td>RP10</td>
<td>100 points; (100 points maximum)</td>
<td>For workshop attendance by current RP chair or RP co-chair (as listed on chapter roster) at an RP Committee approved RP training workshop</td>
</tr>
<tr>
<td>RP11</td>
<td>100 points; (100 points maximum)</td>
<td>For attendance by the current RP Chair or RP co-chair (as listed on chapter roster) at the CRCs minimum 2 hour RP workshop if Centralized Training is also attended</td>
</tr>
<tr>
<td>RP12</td>
<td>50 points; (50 points maximum)</td>
<td>For meeting or exceeding scholarship goal <em>(by March 31)</em></td>
</tr>
<tr>
<td>RP13</td>
<td>100 points (100 points maximum)</td>
<td>For a succession plan for RP chair submitted to RP Staff and RVC by April 1</td>
</tr>
<tr>
<td>RP14</td>
<td>500 points; (500 points maximum)</td>
<td>For chapters who have reached goal (based on receipts at headquarters) <em>(by June 15)</em></td>
</tr>
<tr>
<td>RP15</td>
<td>300 points; (300 points maximum)</td>
<td>For reaching Challenge Goal <em>(105% of High Five or 120% Goal)</em></td>
</tr>
<tr>
<td>RP16</td>
<td>250 points</td>
<td>For each new Golden Circle level or higher investment acquired and credited to the chapter (as determined by the RVC &amp; RP ExCom rules).</td>
</tr>
<tr>
<td>RP17</td>
<td>200 points; (200 points maximum)</td>
<td>Apex Award</td>
</tr>
<tr>
<td>RP18</td>
<td>150 points</td>
<td>For each renewed Golden Circle Investor credit divided by number of chapters recognized in accordance with RP ExCom guidelines</td>
</tr>
<tr>
<td>RP19</td>
<td>100 points</td>
<td>For new High Five level of contributions</td>
</tr>
<tr>
<td>RP20</td>
<td>50 points</td>
<td>Per Special Event held by a Chapter where over 75% of profits are donated to the RP Campaign. <em>(To qualify as a Special Event profits must meet or exceed $500,)</em></td>
</tr>
<tr>
<td>RP21</td>
<td>50 points</td>
<td>For each endowed contribution <em>(minimum)</em></td>
</tr>
<tr>
<td>RP22</td>
<td>10 points</td>
<td>Per $ per/member for chapters who meet or exceed $50 per/member and reach or exceed Goal</td>
</tr>
</tbody>
</table>
### 2019-20 PRESIDENTIAL AWARD OF EXCELLENCE (PAOE)

#### MINIMUM: 500 POINTS

<table>
<thead>
<tr>
<th>Efficient use of volunteers' time:</th>
<th>PAR: 800 POINTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>SA1 50 points; 300 points maximum</td>
<td>For conducting a K-12 STEM activity</td>
</tr>
<tr>
<td>SA2 50 points per joint activity; (300 points maximum)</td>
<td>For conducting a joint K-12 STEM activity with representatives of other societies (i.e. Boy Scouts, Girl Scouts, NAWIC, AIA, ACE Mentorship, etc.) (50 points per joint activity)</td>
</tr>
</tbody>
</table>

#### Investment in Student Activities:

<table>
<thead>
<tr>
<th>SA3</th>
<th>30√(D/M) for chapter investment in student activities</th>
</tr>
</thead>
<tbody>
<tr>
<td>D = Dollars contributed (any support of a student member, e.g. scholarships, dinners, meeting travel, etc.)</td>
<td></td>
</tr>
<tr>
<td>M = Area Assigned Members</td>
<td></td>
</tr>
</tbody>
</table>

*Student Activities Chapter Chairs may use the end of the year (June 30) report to calculate points*

#### General Student Branch Involvement:

<table>
<thead>
<tr>
<th>SA4</th>
<th>100 points; (500 points maximum)</th>
</tr>
</thead>
<tbody>
<tr>
<td>SA5</td>
<td>100 points; (no maximum)</td>
</tr>
<tr>
<td>SA6</td>
<td>50 points; (no maximum)</td>
</tr>
<tr>
<td>SA7</td>
<td>50 points; (500 points maximum)</td>
</tr>
<tr>
<td>SA8</td>
<td>50 points; (no maximum)</td>
</tr>
<tr>
<td>SA9</td>
<td>50 points; (no maximum)</td>
</tr>
<tr>
<td>SA10</td>
<td>50 points; (no maximum)</td>
</tr>
<tr>
<td>SA11</td>
<td>50 points; (300 points maximum)</td>
</tr>
<tr>
<td>SA12</td>
<td>25 points; (250 points maximum)</td>
</tr>
<tr>
<td>SA13</td>
<td>25 points; (200 points maximum)</td>
</tr>
<tr>
<td>SA14</td>
<td>25 points; (no maximum)</td>
</tr>
<tr>
<td>SA15</td>
<td>25 points; (no maximum)</td>
</tr>
<tr>
<td>SA16</td>
<td>25 points; (50 points maximum)</td>
</tr>
<tr>
<td>SA17</td>
<td>25 points; (no maximum)</td>
</tr>
<tr>
<td>SA18</td>
<td>20 points; (40 points maximum)</td>
</tr>
<tr>
<td>SA19</td>
<td>100 points; (300 points maximum)</td>
</tr>
</tbody>
</table>

#### Globalization:

<table>
<thead>
<tr>
<th>SA20</th>
<th>150 points; (no maximum)</th>
</tr>
</thead>
<tbody>
<tr>
<td>SA21</td>
<td>150 points</td>
</tr>
<tr>
<td>SA22</td>
<td>100 points; (100 points maximum)</td>
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*For meeting with faculty of engineering college or tech school for the purpose of establishing a student branch*
### Meetings:

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<td>SA23</td>
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<td>For chapter who has a student member compete in the ASHRAE Student Design Competition (points doubled if Student Design Competition Entry uses Building EQ)</td>
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<tr>
<td>SA24</td>
<td>25 (no maximum)</td>
<td>For each student member attending the Winter Conference Student Program</td>
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<tr>
<td>SA25</td>
<td>10 points each regional meeting; 5 points each chapter meeting (maximum 300 points)</td>
<td>For each ASHRAE student member attending and registering for a chapter monthly meeting or a regional meeting or CRC</td>
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<tr>
<td>SA26</td>
<td>10 (no maximum)</td>
<td>For each time a student branch advisor attends a host chapter monthly meeting, a regional meeting or a Society level meeting</td>
</tr>
<tr>
<td>SA27</td>
<td>25 (no maximum)</td>
<td>For each K-12/STEM student activity promoting engineering to and for girls</td>
</tr>
<tr>
<td>SA28</td>
<td>25 (no maximum)</td>
<td>For each K-12/STEM Chapter Leadership Award qualifying event or activity</td>
</tr>
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**K-12/STEM Leadership Award:** This is a pass through award presented at the CRC by the RVC-SA. Criteria for the award is for all Chapter Officers plus the K-12/STEM Champion to attend and participate in at least one K-12/STEM event. If the chapter does not have a K-12/STEM Champion, then the SA chair must attend.

### Student Retention

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<td>SA29</td>
<td>50 (no maximum)</td>
<td>For each student member that transfers from student member to Associate member after graduation</td>
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<tr>
<td>SA30</td>
<td>50 (no maximum)</td>
<td>For each student member that transfers from student member to Associate member via SmartStart</td>
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<tr>
<td>SA31</td>
<td>50 (no maximum)</td>
<td>For each current student member that renews their ASHRAE student membership</td>
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<tr>
<td>SA32</td>
<td>25 (25 points maximum)</td>
<td>For any chapter member mentoring a team (e.g. ASHRAE Grant, Design Competition, Chapter involvement, student branch support)</td>
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### RVC Assigns/Enters the following points:

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<td>SA33</td>
<td>100 (100 points maximum)</td>
<td>For the incoming Chapter Student Activities committee chair attending the SA Centralized Training</td>
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<td>SA34</td>
<td>100 (100 points maximum)</td>
<td>For the incoming Chapter Student Activities committee chair attending the SA CRC workshop</td>
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<tr>
<td>SA35</td>
<td>50 – 100 (100 points maximum)</td>
<td>For planning/goal setting session with RVC <em>(points assigned by RVC by October 1 or 2 weeks after the CRC, whichever is later)</em></td>
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<tr>
<td>SA36</td>
<td>50 (no maximum)</td>
<td>For chapters that submit a Undergraduate Grants application <em>(per application)</em></td>
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<td>SA37</td>
<td>25 (no maximum)</td>
<td>For assigning a K-12/STEM Champion <em>(by October 1 or 2 weeks after the CRC, whichever is later (points assigned by RVC)</em></td>
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<tr>
<td>SA38</td>
<td>25 (25 points maximum)</td>
<td>For chapter that submits a Student Activities Achievement Award nomination <em>(points assigned by RVC)</em></td>
</tr>
<tr>
<td>SA39</td>
<td>25 (25 points maximum)</td>
<td>For chapters that submits a Student Branch Advisor of the Year Award nomination <em>(points assigned by RVC)</em></td>
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<tr>
<td>SA40</td>
<td>10 – 100 (100 points maximum)</td>
<td>For achieving goals established in goal-setting session with RVC <em>(points assigned by RVC by June 30)</em></td>
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# 2019-20 Presidential Award of Excellence (PAOE)

## Young Engineers in ASHRAE (YEA) Category

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<td><strong>Membership</strong></td>
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<tr>
<td>YEA1 25 points; (200 points maximum)</td>
<td>For each new member who qualifies as YEA (who were not student transfers)</td>
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<tr>
<td>YEA2 25 points (200 points maximum)</td>
<td>For any YEA member involved with a Membership Promotion program or event</td>
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<tr>
<td>YEA3 100 points; (100 maximum)</td>
<td>For increasing YEA membership over the Society year by 5%</td>
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<td><strong>Technical Committees</strong></td>
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<td>YEA4 25 points; (no maximum)</td>
<td>For each YEA member who is a provisional corresponding member or corresponding member of an ASHRAE TC (points per YEA member, not per committee)</td>
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<tr>
<td>YEA5 200 points; (no maximum)</td>
<td>For each YEA member who is a voting member of an ASHRAE TC, SPC, SSPC (Participation on a TC can be verified from each TC roster or the ASHRAE Committee Participation by Region Report which can be provided by each DRC. Points per YEA member, not per committee)</td>
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<tr>
<td><strong>YEA Program Attendance</strong></td>
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<tr>
<td>YEA6 300 points; (600 points maximum)</td>
<td>For each YEA member who attends YEA Leadership Weekend, YEA Leadership International, YEA Leadership 2.0, Leadership U or LeaDRS program during the Society year</td>
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<tr>
<td><strong>Awards and Submission Activities:</strong></td>
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<td>YEA7 50 points; (200 points maximum)</td>
<td>For each nomination for any Society-level YEA Award: Developing Leader, Award of Individual Excellence – Professional Development, Award of Individual Excellence – Personal Development, Award of Individual Excellence – Outreach, ASHRAE New Faces.</td>
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<tr>
<td><strong>Meetings, Presentations or Events:</strong></td>
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<td>YEA8 25 points; (100 points maximum)</td>
<td>For each YEA event at chapter meeting or separate organized YEA event</td>
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<tr>
<td>YEA9 25 points; (100 points maximum)</td>
<td>For each YEA activity outside of a chapter meeting that also includes a technical component, i.e., presentation, panel discussion, technical tour, etc.</td>
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<td>YEA10 25 points; (100 points maximum)</td>
<td>For chapter promoting with flyer, newsletter, Chapter announcement at least 2 weeks in advance outside of chapter meeting each YEA activity such as meeting with college students, social event that promotes ASHRAE membership</td>
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<td><strong>Chapter Operations and Activities</strong></td>
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<td>For each chapter officer or board of governors member who is a YEA member (BOG position must appear on CIQ)</td>
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<td>YEA12 75 points; (225 points maximum)</td>
<td>For each YEA member assigned to a Chair position</td>
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<tr>
<td>YEA13 50 points; (150 points maximum)</td>
<td>For each YEA member assigned to a committee position to provide YEA ideas and participation</td>
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<tr>
<td><strong>Student Activities</strong></td>
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<td>YEA14 25 points (200 points maximum)</td>
<td>For each YEA member involved with a Student Activity program or event</td>
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<tr>
<td>YEA15 25 points (50 points maximum)</td>
<td>For each presentation about the Young Engineers in ASHRAE (YEA) program to student members</td>
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<td>YEA16 100 points; (100 points maximum)</td>
<td>For the incoming Chapter YEA committee chair or co-chair attending the YEA CRC workshop and participating at the CRC</td>
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<tr>
<td>YEA17 50 points; (50 points maximum)</td>
<td>For a YEA Chapter Chair issuing a set of MBOs to YEA Regional Vice Chair</td>
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# PAOE 2019-2020
## AREA ASSIGNED MEMBERS
### (AS OF JULY 2, 2019)

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