



2024-2025 PRESIDENTIAL NEWSLETTER

DATE: July 2024

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

FROM: M. Dennis Knight

SUBJECT: PRESIDENTIAL AWARD OF EXCELLENCE (PAOE)

Since our Society's inception you, our volunteer Members, and our Chapters have laid the foundation to invest in and ensure ASHRAE's relevance to important events of the times.

Our 2024–2025 Society theme, "Empowering Our Workforce: Building A Sustainable Future" focuses on attracting, retaining and maintaining the HVAC&R workforce of the future, today. Our industry is growing and the number of HVAC systems in operation will triple in the next 30 years to over 6 billion, yet our workforce is shrinking. We will build 2.5 trillion square feet of new buildings and renovate another 2.5 trillion square feet of existing buildings by 2050 to accommodate a global population of nearly 10 billion people. To meet the challenges we've accepted, create a sustainable world for everyone and decarbonize the built environment we will need to nearly triple the number of people working in our industry in the coming decades. This will require us to change the ways in which we promote, recruit, educate, upskill, reskill and grow the HVAC&R workforce.

The PAOE system was created to provide guidance to Chapter leaders in planning your chapter activities. The goal of the 2024-2025 PAOE system is to offer a roadmap for successful Chapter operation AND provide opportunities for training our members at all levels of Society on the importance of our role in addressing climate change.

Thank you for all you do to serve our Members. Please reach out to your Regional and Society leaders as you go through the year, they all want to help to make your Chapter successful.

PAOE for this year reflects the following Presidential Initiative points of emphasis. For full information please refer to the specific item in the PAOE list by using the Tag.

Tag	Summary
Chapter Operations	
CO3	Chapter programs or educational seminars focused on employer engagement and the HVAC&R workforce of the future.
CO4	Chapter programs or educational seminars focused the Society Theme.

Tag	Summary
Chapter Technology Transfer	
CT1 – CT5	Chapter programs, presentation, continuing education, papers or published documents in alignment with the Society Theme . These programs should focus on bringing engineers, contractors, design builders, owners, operators, architects and local building officials together to the meetings.
CT7	Presentation of the Presidential Theme at a Chapter event
Communications	
CC1-CC3	ASHRAE Society Theme link on chapter website, social media posting
Government Affairs	
GA1	Discussion with government associates based on alignment with Society Theme .
GA10	Holding a chapter meeting with a government official attending focusing on the Society Theme and the need for more people in the HVAC&R and buildings industry, including the need for capacity building within the building codes adoption and enforcement sector.
Student Activities	
SA1	Student attending chapter program or technical tour in alignment with the Society Theme
SA2	Chapter program presented by student member and in alignment with the Society Theme .
Young Engineers in ASHRAE	
YEA1	Program presentation by YEA member in alignment with the Society Theme

To achieve a PAOE award, the chapter must earn the minimum points in six of the following seven categories:

1. Chapter Operations	Min Points: 600	Par: 1500
2. Chapter Technology Transfer (CTTC)	Min Points: 550	Par: 1500
3. Government Affairs (GA)	Min Points: 500	Par: 1250
4. Membership Promotion (MP)	Min Points: 1000	Par: 1600
5. Research Promotion (RP) (Staff assigns points)	Min Points: 800	Par: 1050
6. Student Activities (SA)	Min Points: 500	Par: 800
7. Young Engineers in ASHRAE (YEA)	Min Points: 300	Par: 900

Star Award = Par in all categories including these below:

Communications	Min Points: 300	Par: 700
Historical	Min Points: 100	Par: 500

Please refer to the criteria specified in each of the categories to calculate the PAOE points. For additional information or clarification, consult the PAOE Frequently Asked Questions (FAQ) section on the ASHRAE website. Also communicate with your Director and Regional Chair (DRC) and Regional Vice Chairs (RVCs). They will provide guidance about what activities and events qualify for PAOE and how many points each activity or event will earn.

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.

Your extraordinary dedication, enthusiasm and hard work are greatly appreciated – and have an amazing impact. I look forward to working with you as we engage our Society on how we, as ASHRAE, have accepted the challenge of tackling Climate Change!

THANK YOU FOR ALL YOU DO FOR ASHRAE!!

Key Changes to PAOE line items

Tag	Summary
Chapter Technology Transfer	
CT10	If CTT committee includes a YEA member
Membership Promotion	
MP19	Performing a Society issued membership satisfaction survey exercise during a Chapter event.
Research Promotion	
RP6	Emerging economies to pay \$50 per officer to achieve Full Circle
RP13	Outgoing RP Chair to include the Succession Planning Training Template in the succession plan.
RP20	For emerging economies to qualify, Special Event profits must meet or exceed \$250 for in-person events; virtual events to do not qualify
RP24	Add additional points for first time donors and those who have not donated in the last three years.
RP25	For chapters that receive donations from 10% or more of their area assigned members.
RP27	For chapters that conduct an RP announcement at a chapter meeting. This announcement should follow a template: campaign update, thank donors, announce upcoming events.
Student Activities	
SA6.5	Increased to 100 points (no maximum)
SA6.8	Increased maximum to 200 points
SA6.9	25 bonus points for any student outside of the continental United States attending the Winter Conference Student Program.
SA10	For obtaining PAR by April 30
SA11	For each award nomination (combined into one line item)

Key Changes to PAOE points

Chapter Operations	Par: 1500	Min Points: 600	
Chapter Technology Transfer	Par: 1500	Min Points: 550	
Communications	Par: 700	Min Points: 300	
Government Affairs	Par: 1250	Min Points: 500	
Historical	Par: 500	Min Points: 100	
Membership Promotion	Par: 1600	Min Points: 1000	
RP (Staff assigns points)	Par: 1050	Min Points: 800	
Student Activities	Par: 800	Min Points: 500	
YEA	Par: 900	Min Points: 300	



2024-25 PAOE AWARDS

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 500 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 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 2024-2025 Society year. For more information, visit <https://www.ashrae.org/communities/chapters/ashrae-chapters/ashrae-community-sustainability-projects> to review the case studies, quick start guidelines and more.



2024-2025 ASHRAE PAOE REPORTING

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, 2025. 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 Regional Communications Chair)

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	Par: 1500	Min Points: 600	Total Points: 0
▶ Efficient use of volunteer's time:			
▶ Actual Building Performance – bEQ:			
▶ Planning			
▶ Meetings			
▶ Communications			
▶ YEA Activities			
▶ Sustainability Activities			
▶ DRC Assigns			
Chapter Technology Transfer	Par: 1500	Min Points: 600	Total Points: 0
Communications	Par: 700	Min Points: 300	Total Points: 0
Government Affairs	Par: 1250	Min Points: 500	Total Points: 0
Historical Criteria	Par: 500	Min Points: 100	Total Points: 0
Membership Promotion	Par: 1600	Min Points: 1000	Total Points: 0
RP	Par: 1050	Min Points: 800	Total Points: 0
Student Activities	Par: 800	Min Points: 500	Total Points: 0
YEA	Par: 900	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 2024-2025 PAOE Automation Points

Listed below are the 2024-25 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.

Chapter Operations – Meetings:		
CO24	50 points (no maximum)	For establishing or maintaining an operating Section or Group (each Section or Group)
CO25	10 points; (no maximum)	For each chapter member who registers for a Winter or Annual Society meeting
Chapter Technology Transfer – Meetings, Presentations or Events:		
CT19	100 points; (no maximum)	For each ASHRAE certification earned, or renewed by a chapter member during the current fiscal year
CT21	100 points; (600 points maximum)	For each chapter member who is currently serving on any of the following ASHRAE committees/groups: TC, TRG, MTG, *RP, SPC, SSPC, GPS or SGPC (VM or NVM) (*RP = Research Project)
Membership Promotion – Efficient use of volunteers’ time:		
MP1	25 points per month; (300 points maximum)	If Society membership delinquencies in chapter are 5% or less of total Chapter Area Assigned Members at the end of each month
MP4	25 points; (250 points maximum)	For each 10% of total new members retained (<i>dues paid second and third year</i>)
MP5	50 points; (300 points maximum)	For each member who rejoins or is reinstated after being cancelled
Membership Promotion – RVC Assigns/Enters the following points:		
MP12	50 points; (no maximum)	50 points per 0.5% growth in membership at the end of fiscal year above starting point
MP15	50 points; (100 points maximum)	If Chair or Co-Chair have been on the committee for 2 years or more
Student Activities – Post High Activities:		
SA6.1	50 points; (50 points maximum)	If net student membership as of April 1 for the chapter exceeds that of previous year
SA6.2	10 points; (500 points maximum)	For each current student member that renews their ASHRAE student membership
SA6.3	50 points; (no maximum)	For each student member that transfers from student member to Associate member via SmartStart
SA6.9	25 points; (no maximum)	For each student member attending the Winter Conference Student Program; 25 bonus points for any student outside of the continental United States
SA6.12	100 points; (no maximum)	For establishing a new student branch or reactivating an inactive student branch
Young Engineers in ASHRAE – Membership:		
YEA2	25 points; (200 points maximum)	For each new member who qualifies as YEA (who were not student transfers)
YEA4	200 points; (200 maximum)	For increasing YEA membership over the Society year by 5%
Young Engineers in ASHRAE - Technical Committees:		
YEA5	50 points; (300 points maximum)	For each YEA member who is a provisional corresponding member or corresponding member of an ASHRAE TC (points per YEA member, not per committee)
YEA6	100 points; (500 points maximum)	For each YEA member who is a voting member of an ASHRAE TC, TRG, MTG, *RP, SPC, SSPC, GPS or SGPC (VM or NVM) (*RP = Research Project) (Participation can be verified from the ASHRAE Committee Participation by Region Report which can be provided by each DRC. Points per YEA member, not per committee)
Young Engineers in ASHRAE – Program Attendance:		
YEA9	200 points; (600 points maximum)	For each YEA member who attends in person 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:		
YEA23	50 points; (150 points maximum)	For each chapter officer or board of governors member who is a YEA member (BOG position must appear on CIQ)
YEA24	50 points (150 points maximum)	For each YEA member assigned to a Chair position
YEA25	25 points (100 points maximum)	For each YEA member assigned to a committee position to provide YEA ideas and participation

CHAPTER OPERATIONS CATEGORY 2024-25 PAOE

MINIMUM: 600 POINTS		PAR: 1500 POINTS
CIQ due 60 days prior to CRC; exception may be made by the DRC. The completed CIQ will represent the incoming chapter officers and chapter committee chairs for the next Society year.		
Explanation to reach Minimum for Chapter Operations: 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 Full 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.		
Presidential Initiatives:		
CO1	200 points; (200 points maximum)	If the entire Chapter Board of Governors view the following two videos (Note: Board of Governors must be listed in the CIQ): Part 1: Sexual Harassment Prevention Training https://www.youtube.com/watch?v=sL7LwBsV9bM Part 2: Sexual Harassment Prevention Training https://www.youtube.com/watch?v=1za7gs9S2H0
CO2	25 points; (200 points maximum)	For each Chapter Officer completing "Decarb 101" training by the Center for Excellence in Building Decarbonization (CEBD) located on our CEBD website link.
CO3	150 points each; (600 points maximum)	For chapter programs or educational seminars focused on employer engagement and the HVAC&R workforce of the future.
CO4	250 points each; (no maximum)	For a chapter programs or educational seminars focused on the Society Theme.
CO5	200 points; (200 points maximum)	For creating or maintaining a Chapter Sustainability Committee that meets periodically and has two (2) sustainability activities in the year focusing on energy and carbon reduction.
CO6	500 points each; (no maximum)	For a chapter sponsored community sustainability project
Note for Sustainability Points: A Chapter Sustainability Award is available for each chapter that obtains a minimum total of 700 points from the items listed above in categories CO5-CO6 under Presidential Initiatives. The chapter with the highest PAOE sustainability points total will receive a Regional award (excludes the Community Sustainability Project		
CO7	50 points; (no maximum)	For each job fair that is held in-person or virtually that a chapter hosts or co-hosts with another chapter (or other entity) that has a minimum of five companies in attendance
CO8	5 points per time; (50 points maximum)	For each promotion of the ASHRAE Jobs Board in the Chapter Newsletter
CO9	5 points per attendee; (150 points maximum)	For each chapter officer who meets a first time attendee, welcomes them to the chapter meeting and introduces them to other chapter members at a chapter meeting (<i>Chapter to provide tally sheet to first time attendee for validation.</i>)
CO10	50 points; (150 points maximum)	For each joint meeting with another chapter from an international Region
CO11	50 points; (150 points maximum)	For each sponsorship activity supporting various women in engineering organizations and activities such as National Women in Engineering Day OR for each sponsorship activity supporting Diversity, Equity and Inclusion related activities
Efficient use of volunteers' time:		
CO12	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.)
CO13	200 points; (200 points maximum)	For a chapter presentation by the Chapter President on "This is ASHRAE presentation"
CO14	50 points; (50 maximum)	For the Chapter Nominations Committee meeting and bringing completed CRC Nominations Worksheet to the Region's Caucus

CHAPTER OPERATIONS CATEGORY 2024-25 PAOE

CO15	50 points; (100 points maximum)	For each ASHRAE Core Value chapter activity (Excellence, Commitment, Integrity, Collaboration, Volunteerism, Diversity) using a soft skills presentation, lecture or activity with the main subject addressing one or more of the core values
CO16	50 points; (200 points maximum)	For each chapter member that submits a building assessment for a Building EQ rating (bEQ) (either in Operation or As Designed), points doubled if submitter also submits for the Energy Genius Award.
CO17	25 points; (100 points maximum)	For each chapter member promoting or presenting on Building EQ (bEQ) to an outside organization, building owner, facility manager, building operator, or tenant.
CO18	50 points; (50 points maximum)	For establishing a chapter TC Liaison to encourage more interaction between the chapter and their members working on Technical Committees.
Meetings:		
CO19	50 points; (500 points maximum)	For each chapter meeting with a grassroots committee theme and associated activities and announcements
CO20	100 points; (100 points maximum)	If annual attendance at meetings (including virtual 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 for continuing education.)
CO21	100 points; (100 points maximum)	For presenting a Technical Committee presentation at chapter meeting
CO22	100 points; (100 points maximum)	For a chapter presentation by a Chapter Officer on the current Society Strategic Plan by November 30 (PowerPoint to be provided by the Society Planning Committee) (click here for current Strategic Plan)
CO23	75 points; (300 points maximum)	For organizing an employer recognition, one-on-one meeting, company presentation and/or employer recognition/ dialogue/roundtable 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 (Points doubled if event includes a visiting Regional Officer, Society Officer or Board of Directors member.)
CO24	50 points (no maximum)	For establishing or maintaining an operating Section or Group (each Section or Group)
CO25	10 points; (no maximum)	For each chapter member who registers for a Winter or Annual Society meeting
Honors and Awards Activities:		
CO26	25 points; (25 points maximum)	For establishing and maintaining a chapter Honors and Awards Committee
	<i>(No maximum; see line items points below.):</i>	**For each individual award nomination with the appropriate documentation in accordance with the procedures stated on the ASHRAE website and as follows:
CO26.1	100 points; (no maximum)	Fellow nominations
CO26.2	100 points; (no maximum)	Individual award nominations for the following: F. Paul Anderson Award, Louise and Bill Holladay Distinguished Fellow Award, Fellow Nominations, Andrew T. Boggs Service Award, ASHRAE Hall of Fame, ASHRAE Pioneers of the Industry Award, E.K. Campbell Award of Merit and Honorary Member
CO26.3	75 points; (no maximum)	For each Exceptional Service Award (ESA) nomination
CO26.4	50 points; (no maximum)	For each Distinguished Service Award (DSA) nomination
CO26.5	50 points; (no maximum)	Regional Award of Merit nominations
CO26.6	25 points; (no maximum)	Chapter Service Award nominations
Planning:		
CO27	75 points; (75 points maximum)	For a planning/goal setting session with DRC resulting in written measurable objectives by October 1
CO28	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
CO29	10 – 50 points; (50 points maximum)	For achieving goals established in planning session

CHAPTER OPERATIONS CATEGORY 2024-25 PAOE

Chapter Finances:		
CO30	200 points; (200 points maximum)	For ensuring an annual audit of the previous year's chapter accounts and funds by the Auditing Committee or a CPA firm, with the results being reported to the BOG and DRC no later than July 30 (Points should be entered for audit and reporting of the previous year's finances.) (This category must be completed in order to meet PAR)
CO31	50 points; (50 points maximum)	For the BOG approving an annual budget no later than September 15
CO32	10 points; (120 points maximum)	For each month the BOG approves a monthly report from the Treasurer within 30 days of reported month end. (Refer to the Manual for Chapter Operations for report requirements.)
CO33	25 points; (25 points maximum)	For filing any required tax forms by the deadline (November 15 for US Chapters)
CO34	25 points; (25 points maximum)	For the BOG appointment of Auditing Committee, no later than April 15 (BOG members are not eligible to serve on Auditing Committee)
CO35	25 points; (25 points maximum)	For on-time payment of region dues
CO36	50 points; (50 points maximum)	For the Incoming Chapter Treasurer attending the Treasurer or Chapter Operations' Workshop at CRC
DRC Assigns/Enters the following points:		
CO37	50 points each; (200 points maximum)	For each chapter officer who attends the CRC besides the Delegate and Alternate (Chapter Officers are defined as BOG, e.g. president, president-elect, treasurer, secretary, etc.)
CO38	50 points; (50 points maximum)	For President-Elect attendance at President-Elect Training in Regional Planning Meeting and CRC workshop session
CO39	100 points; (300 points maximum)	For each chapter member attending the Chapter Leadership Academy
CO40	50 points; (150 points maximum)	For each Chapter President, President-Elect, or Chapter Treasurer attending DRC, RMCR, or Regional Treasurer virtual "office hours" or Regional meetings.
CO41	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 <i>(Points assigned by DRC by May 15)</i>
CO42	50 points; (150 points maximum)	For developing a chapter to chapter partnership with a chapter from a different region <i>(Chapter to submit partnership reports to DRC.)</i>
CO43	50 points; (200 points maximum)	For participation of RVC, Society ExCom, Society BOG, Society Committee Chair (or any Society level position) in local chapter meetings for brief presentation/Q&A session

CHAPTER TECHNOLOGY TRANSFER CATEGORY 2024-25 PAOE

MINIMUM: 550 POINTS		PAR: 1500 POINTS
Presidential Initiatives:		
CT1	50 points; (500 points maximum)	For each Chapter Program topic based on alignment with the current Society Theme
CT2	100 points; (no maximum)	For each Technical Tour and accompanying 30-minute presentation based on alignment with the current Society Theme
CT3	10 points; (500 points maximum)	For each Professional Development Hour (PDH) earned (at a Chapter Program) by a chapter member based on alignment with the current Society Theme
CT4	100 points; (300 points maximum)	For each Conference Paper or Technical Paper authored or co-authored by a chapter member based on alignment with the current Society Theme
CT5	100 points; (300 points maximum)	For Chapter programs, presentations, continuing education, papers or published documents in alignment with the Society Theme . These programs should focus on bringing engineers, contractors, design builders, owners, operators, architects and local building officials together to the meetings.
CT6	10 points; (50 points maximum)	For each informational presentation at a chapter meeting on the certification program (BEMP, CHD, HFDP, HBDP, BCxP, BEAP, OPMP)
CT7	100 points; (100 points maximum)	Presentation of the Presidential Theme at a chapter event.
Efficient use of volunteers' time:		
CT8	100 points (100 points maximum)	For a Chapter Technology Transfer Committee with a minimum of a chair and a co-chair
CT9	100 points (100 points maximum)	If CTT committee includes a refrigeration subcommittee chair
CT10	100 points (100 points maximum)	If CTT committee includes a YEA member
Planning and Administrative Activities:		
CT11	50 points; (50 points maximum)	For completing and publishing DL (Distinguished Lecturer) meeting schedule and speakers by October 1 or 2 weeks after the CRC, whichever is later
CT12	50 points; (250 points maximum)	For submitting summary of speaker reviews to CTTC RVC for use in regional speaker database (50 points per each speaker)
CT13	50 points; (no maximum)	For submitting DL event summary critique form within 15 days of DL visit (50 points per each DL event)
Awards and Submission Activities:		
CT14	300 points; (no maximum)	For each Technology Award entry at Regional level (100 additional points if ASHRAE Building EQ score is included as part of the Technology Award submission)
CT15	500 points (no maximum)	For each CTTC Award entry at Society level (including Technology Award, Milton Garland Commemorative Refrigeration Award for Project Excellence, Comfort Cooling Award for Project Excellence entry, Donald A. Siller Refrigeration Award, Dan Mills Chapter Programs Award)
Meetings, Presentations or Events:		
CT16	100 points; (600 points maximum)	For each 1-hour PDH seminar or webcast presentation (live or delayed) sponsored/hosted by the chapter OR for each chapter monthly meeting held where continuing education credits (e.g. PDHs, CEUs) are provided for attendees.
CT17	100 points; (600 points maximum)	For each chapter meeting presenting one of the recorded Tech-Hour programs (available on ASHRAE 365)
CT18	100 points; (no maximum)	For each joint meeting with HVAC&R peer societies, organizations, and/or associations
CT19	100 points; (no maximum)	For each ASHRAE certification earned, or renewed by a chapter member during the current fiscal year

CHAPTER TECHNOLOGY TRANSFER CATEGORY 2024-25 PAOE

CT20	100 points; (1200 points maximum)	For each chapter seminar/program by a DL or Society Officer with multi-chapter in person visits in-line with the decarbonization initiatives of the CTTC committee. 100 points for 2 chapters, 200 points for 3 chapters, 400 points for 4 or more chapters. Points apply to all participating chapters
CT21	100 points; (600 points maximum)	For each chapter member who is currently serving on any of the following ASHRAE committees/groups: TC, TRG, MTG, *RP, SPC, SSPC, GPS or SGPC (VM or NVM) (*RP = Research Project)
CT22	50 points; (100 points maximum)	For each chapter member who is currently serving on an ASHRAE TC, TRG, MTG, *RP, SPC, SSPC, GPS or SGPC (VM or NVM) (*RP = Research Project) AND giving a presentation at their local chapter meeting that explains the function of technical committees (handbook chapters, standards, research, etc.) using the presentation template developed by TAC and posted at www.ashrae.org/tcs under heading "General TC
CT23	100 points (300 points maximum)	For hosting an "ASHRAE Technical Committee (TC) Members" chapter meeting in which TC-members will be recognized for their contributions
CT24	50 points; (150 points maximum)	For Chapters with at least one Member that serves as a Distinguished Lecturer during the current Society year.
CT25	25 points; (25 points maximum)	For each chapter that puts forth a nomination for Distinguished Lecturer
CT26	100 points; (300 points maximum)	For each chapter program and chapter sponsored educational seminar with a clearly defined sustainability theme (e.g. decarbonization, energy efficiency, indoor air quality, high-performance buildings, or Building EQ)
CT27	100 points; (300 points maximum)	For each chapter program activity with a clearly defined refrigeration or cold chain field theme (must include a minimum 30-minute technical presentation)
CT28	50 points; (100 points maximum)	For each chapter program meeting presenting a residential buildings program
CT29	50 points; (200 points maximum)	For holding a chapter meeting at a venue that has an established and current sustainability plan.
RVC Assigns/Enters the following points:		
CT30	200 points; (200 points maximum)	For the Chapter CTT committee chair or co-chair attending the CTTC workshop at CRC
CT31	100 points; (200 points maximum)	For planning/goal setting session with RVC (<i>points assigned by RVC by October 1 or 2 weeks after the CRC, whichever is later</i>)
CT32	100 points; (100 points maximum)	For achieving goals established in goal-setting session with RVC (<i>points assigned by RVC by June 30</i>)
CT33	250 points; (250 points maximum)	For tracking and maintaining database of all program speakers air travel and submitting to RVC. Must include total air transportation required to get the speaker to the chapter for the chapter program. Multi-chapter visits are to split air travel by the number of participating chapters. (Points assigned by RVC by June 30)

COMMUNICATIONS CATEGORY 2024-25 PAOE

MINIMUM: 300 POINTS		PAR: 700 POINTS
Presidential Initiatives:		
CC1	25 points; (25 points maximum)	For posting a narrative and link for the current ASHRAE Society Theme on the chapter website
CC2	5 points; (100 points maximum)	For each chapter social media posting, with photo, supporting the current ASHRAE Society Theme
CC3	50 points; (no maximum)	For each chapter member who is interviewed on a broadcast media regarding ASHRAE
CC4	50 points; (no maximum)	For each podcast of at least 10 minutes with a chapter member who is 50 years or older
CC5	50 points each; (no maximum)	For each presentation/podcast/panel discussion between two individuals, one involved in grassroots and the other technical, sharing why people should be involved in both aspects of ASHRAE
Efficient use of volunteers' time:		
		WEBSITE:
CC6.1	50 points; (50 points maximum)	For updating the chapter website with current officer information by October 1
CC6.2	50 points; (50 points maximum)	For updating the chapter website with chapter program schedule for the year by October 1
CC6.3	50 points; (50 points maximum)	For listing a contact email address on the chapter's website in an obvious location, such as the footer or a Contact page
CC6.4	20 points; (200 points maximum)	For each month that updated information, news, or images are posted to the chapter's homepage. Excludes posting the chapter newsletter or social media widgets
CC6.5	10 points; (100 points maximum)	For posting a monthly newsletter to the website within 15 days of publishing
CC6.6	10 points; (50 points maximum)	For promotion of Society events, certifications, or products on the chapter website using the materials available in Marketing Central at ASHRAE.org
		SOCIAL MEDIA:
CC7.1	50 points; (50 points maximum)	For a chapter social media channel with more than 100 followers
CC7.2	20 points; (200 points maximum)	For each month there is at least one post featuring an event photo from the last 30 days (20 points per month)
CC7.3	10 points; (100 points maximum)	For public posts that tag or mention Society accounts in the post message
CC7.4	10 points per post; (50 points maximum)	For public post that uses the hashtag #myashrae
CC7.5	25 points; (no maximum)	For each social media post where a member illustrates how certification has helped their career
CC7.6	10 points; (100 points maximum)	For each post on chapter's social media forum by a chapter member who is 50 years or older
		COLLABORATION TOOLS:
CC8.1	100 points; (100 points maximum)	For using Society-provided Basecamp tool for chapter leadership business in place of other digital collaboration tools (email, GoogleDrive, Box, DropBox, etc.)
CC8.2	20 points; (100 points maximum)	For adding every month the chapter meeting agenda to Basecamp
		EMAIL DISTRIBUTION:
CC9.1	20 points per month; (200 points maximum)	For distributing a chapter newsletter via email on a monthly basis
CC9.2	10 points; (200 points maximum)	For distributing an announcement that prominently features an upcoming event that is distributed via email at least 2 weeks prior to the event
CC9.3	25 points; (100 points maximum)	For promotion of Society events, certifications, or products in chapter emails or newsletters using the materials available in Marketing Central at ASHRAE.org
		KNOWLEDGE TRANSFER:
CC10.1	100 points; (100 points maximum)	For creating or updating a procedural document for chapter communications, such as instructions on updating the chapter website and sharing with RCC
CC10.2	100 points; (100 points maximum)	For holding a transition meeting with the incoming chapter Communications Chair by June 1 st

COMMUNICATIONS CATEGORY 2024-25 PAOE

		VIRTUAL:
CC11	50 points; (50 points maximum)	For offering a hybrid option to the chapter members to attend the chapter meetings virtually
RCC Assigns/Enters the following points:		
CC12	100 points; (100 points maximum)	For Chapter Communications Chair who attends the CRC Communications workshop
CC13	100 points; (150 points maximum)	For planning/goal setting session with RCC by October 1 or 2 weeks after the CRC, whichever is later (50 point bonus if planning/ goal setting session takes place during CRC)
CC14	100 points; (100 points maximum)	For achieving goals established in goal-setting session with RCC
CC15	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 .”

GOVERNMENT AFFAIRS CATEGORY 2024-25 PAOE

MINIMUM: 500 POINTS		PAR: 1250 POINTS
Presidential Initiatives:		
GA1	50 points; (500 points maximum)	For discussion with government associates based on alignment with the current Society Theme .
GA2	100 point (300 points maximum)	Discussing and sharing the ASHRAE Decarbonization position (Policy) document with a government, department, policy maker or agency
Efficient use of volunteers' time:		
GA3	50 points; (150 points maximum)	For establishing and maintaining a chapter Government Affairs Committee with at least 2 members to promote ASHRAE with state, provincial, and local government (50 bonus points if GAC committee includes a government employee; 100 bonus points if the GAC chair is a government employee)
GA4	50 points; (minimum 1 hour of training; 100 points maximum)	For government affairs training for chapter officers and future leaders (50 bonus points if the training includes a speaker/presenter who is a government official)
GA5	50 points; (50 points maximum)	For CTTC chair serving on the GAC committee in an effort to promote GAC topics for chapter meeting presentations
Awards and Submission Activities:		
GA6	100 points; (300 points maximum)	For each Chapter Government Affairs Award entry into Society or Regional competition (<i>each Award entry counted only once</i>)
GA7	50 points; (250 points maximum)	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 (<i>maximum of two articles per month</i>)
Meetings, Presentations or Events:		
GA8	100 points; (200 points maximum)	For each joint chapter meeting with local, state, or provincial government entity to discuss a built environment or HVAC&R industry-related topic (Must show RVC confirmation of joint planning with the other entity to promote the meeting)
GA9	100 points; (200 points maximum)	For each action or activity that commemorates or promotes National Engineers' Week or non-US equivalent activity that promotes Engineering, World Refrigeration Day, World Standards Day or other national/global events
GA10	50 points; (200 points maximum)	Holding a chapter meeting with a government official attending focusing on the Society Theme and the need for more people in the HVAC&R and buildings industry, including the need for capacity building within the building codes adoption and enforcement sector.
GA11	100 points; (200 points maximum)	For each chapter meeting with a government official in attendance with a technical presentation related to Building Decarbonization
GA12	50 points; (100 points maximum)	For each Chapter program on the topic of government activities (<i>minimum 45 minute presentation; maximum 2</i>)
GA13	100 points; (400 points maximum)	For each occurrence of an ASHRAE chapter member presenting or giving testimony to a public meeting or hearing on a subject where ASHRAE's resources and standards are being used in the discussion of the subject matter
GA14	200 points; (600 points maximum)	For each piece of legislation that ASHRAE chapter members are able to get sponsored at the local or state level. The legislation should be in line with ASHRAE PPP's for current SY, PPIB's and PD's. Legislation does not have to pass for points to be counted, but summary report must be sent to RVC before claiming points

GOVERNMENT AFFAIRS CATEGORY 2024-25 PAOE

RVC Assigns/Enters the following points:		
GA15	50-150 points; (150 points maximum)	For the incoming Chapter GAC committee chair attending the GAC CRC workshop <i>(50 points for chapter representative other than the chair who is a senior officer or member of GAC)</i>
GA16	50-100 points; (no points maximum)	For each documented personal contact (meeting) by a chapter member with government officials (at any level of government relevant to buildings, engineering or construction, sustainability including building officials, school boards and universities school system facility staff, state energy code officials, tribal government entities etc.) with the goal of promoting ASHRAE related subjects or Chapter goals and objectives, with notification and submit a record via the online portal sent to the ASHRAE Government Affairs Office (Points will only be given once a report is submitted to the ASHRAE Government Affairs Office. Points will be assigned by the RVC, once the report is submitted to the Government Affairs Office.)
GA17	100 points; (200 points maximum)	For chapter submitting local issues related to ASHRAE and decarbonization, identified with goals and report(s) to RVC <i>(with a cap of 200 points in one year)</i>
GA18	50-100 points; (100 points maximum)	For planning/goal setting session with RVC <i>(points assigned by RVC by October 1 or 2 weeks after the CRC, whichever is later)</i>
GA19	10 –300 points; (300 points maximum)	For achieving goals established in goal-setting session with RVC <i>(points assigned by RVC by June 30)</i>

HISTORICAL CATEGORY 2024-25 PAOE

MINIMUM: 100 POINTS		PAR: 500 POINTS
<p>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 a chapter member 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 "The How To Guide for Researching." 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.</p>		
Presidential Initiatives:		
H1	50 points; (200 points maximum)	For identifying and documenting persons who fall under Diversity in ASHRAE of historical interest within the chapter's territory who have greatly influenced the HVAC&R industry.
Points Related to Chapter Historical Activities:		
H2	150 points; (150 points maximum)	For digitizing 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)
H3	50 points; (100 points maximum)	For each Historical Chair or Co-Chair that serves on chapter historical committee for 2 years or more.
H4	50 points; (50 points maximum)	For each member of the chapter historical committee other than the chair.
H5	200 points; (200 points maximum)	For each history of a chapter, updates of the chapter history (5 years for a Chapter History), 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.)
H6	100 points; (100 points maximum)	For chapter historical display at CRC (updated annually or new display)
H7	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
H8	50 points; (50 points maximum)	For program on history with a live speaker as all or part of a monthly chapter meeting, minimum five minutes in duration.
H9	100 points; (no maximum)	For each interview with an ASHRAE Fellow member or Life Member. Same member can only be interviewed once every 5 years.
H10	50 points; (50 points per individual; 300 points maximum)	For personally inviting Life members, in addition to typical meeting notification, to one of the monthly chapter meetings
H11	25 points; (250 points maximum)	For publishing articles on chapter, company or member history in chapter newsletter. Additional 5 points for also publishing in Society publication, chapter social media or chapter website with a maximum of 8 articles
Regional Historian Assigns/Enters the following points:		
FOR THE INCOMING CHAPTER HISTORIAN:		
H12	100 points; (100 points maximum)	For attendance at the CRC Workshop by incoming Chapter Historian
H13	50 points; (50 points maximum)	For completing the ASHRAE History Workshop Template Power Point at the CRC, or at the start of the new ASHRAE Society year on July 1 and Oct 1
H14	25 points; (100 points maximum)	For each Membership Promotion, YEA, or Student Activities event planned with a representative from the chapter Historical Committee to add a historical context to the event.
H15	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
H16	100 points; (no maximum)	For each leadership recall interview, as defined by the Regional and Chapter's Historians' guide, copy must be submitted to RVC by June 30

HISTORICAL CATEGORY 2024-25 PAOE

H17	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 by November 1
H18	10 – 100 points; (100 points maximum)	For achieving goals established in goal-setting session with Regional Historian (<i>points assigned by Regional Historian by June 30</i>)

MEMBERSHIP PROMOTION CATEGORY 2024-25 PAOE

MINIMUM: 1000 POINTS		PAR: 1600 POINTS
<i>*All end of the year reports are run on July 2nd or the next business day for the June 30 results</i>		
Efficient use of volunteers' time:		
MP1	25 points per month; (300 points maximum)	If Society membership delinquencies in chapter are 5% or less of total Chapter Area Assigned Members at the end of each month
MP2	200 points; (600 points maximum)	For specific organized MP event (e.g., member bring a member, recruitment/retention calling campaigns, presentations to promote membership, visit to employers)
MP3	100 points; (300 points maximum)	For each separate social event, separate from events under MP2, with a membership promotion or appreciation component
MP4	25 points; (250 points maximum)	For each 10% of total new members retained (<i>dues paid second and third year</i>)
MP5	50 points per member; (300 points maximum)	For each member who rejoins or is reinstated after being cancelled
MP6	10 points; (100 points maximum)	For recognition of new members and advancements at each chapter meeting
MP7	10 points; (150 points maximum per year)	For each non-member invited and who attends a chapter meeting (10 points for each individual)
MP8	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
MP9	100 points; (100 points maximum)	If MP committee is comprised of at least one YEA or female member
MP10	150 points; (300 points maximum)	If Chapter hosts an employer recognition program or presentation at a Chapter meeting that awards/recognizes employers who support ASHRAE membership by paying membership dues
MP11	100 points; (100 points maximum)	For establishing and maintaining a chapter Diversity, Equity, and Inclusion committee with a member serving as chair
RVC Assigns/Enters the following points:		
MP12	50 points; (no maximum points)	50 points per 0.5% growth in membership at the end of fiscal year above starting point
MP13	100 points; (100 points maximum)	For the incoming Chapter Membership Promotion committee chair or co-chair attending the MP CRC workshop
MP14	100 points; (100 points maximum)	For the incoming Chapter Membership Promotion committee chair or co-chair attending the MP centralized training
MP15	50 points; (100 points maximum)	If Chair or Co-Chair have been on the committee for 2 years or more
MP16	50-100 points; (100 points maximum)	For planning and goal setting session with RVC and chapter MP committee members
MP17	10 – 100 points; (100 points maximum)	For achieving goals established in goal-setting session with RVC (<i>points assigned by RVC by June 30</i>)
MP18	25 points; (100 points maximum)	If Membership Promotion Committee size is 5 or 3% of chapter members (<i>whichever is less as of June 30*</i>) with dedicated committee members serving as the Recruitment Chair; and/or Retention Chair
MP19	50 points; (100 points maximum)	Performing a Society issued survey exercise during a Chapter event.

RP CATEGORY 2024-25 PAOE (STAFF ASSIGNS POINTS)

MINIMUM: 800 POINTS		PAR: 1050 POINTS
Efficient use of volunteers' time:		
GOAL: Contributions considered towards a chapter <i>Goal</i> 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:		
RP1	10 points; (1000 points maximum)	Earned by a chapter for each 1% of <i>Goal</i> attained – (100% of <i>Goal</i>) OR
Option 2:		
RP2	10 points	Earned for each dollar per area assigned member attained
RP3	20 additional points; (3000 points max)	For each dollar per area assigned member collected above the Society dollar per member Goal of \$75
RP4	15 points; (15 points maximum)	For Volunteer Committee Worksheet completed by <i>October 15</i> and sent to RVC and Staff. A minimum of 3 additional chapter members should comprise the RP Volunteer Committee
RP5	25 points; (25 points maximum)	For formal recognition of all Honor Roll level contributors from the prior year's campaign before December 31 <i>(Note: Recognition items must be ordered from headquarters by September 1 to qualify)</i>
RP6	100 points; (100 points maximum)	For Chapter Full Circle Award (<i>by November 15</i>); (emerging economies to pay \$50 per officer to achieve Full Circle)
RP7	10 points	Per Chapter BOG member who contributes at the Full Circle level <i>by November 15</i> , helping the Chapter achieve "Full Circle Plus." These points are only given if the Chapter completes the Chapter Full Circle.
RP8	100 points; (200 points maximum)	100 points for meeting or exceeding 30% of Goal <i>by December 1</i> ; 100 points for meeting or exceeding 60% of Goal <i>by March 31</i>
RP9	25 points; (50 points maximum)	For the RP promotional chapter meeting held <i>after December 31</i> (<i>Note: 25 points for RP promotion and 25 points for promotion of Research/RAC</i>)
RP10	100 points; (100 points maximum)	For workshop attendance by current RP chair or RP co-chair (as listed on chapter roster) at an RP Committee approved RP training workshop
RP11	100 points; (100 points maximum)	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
RP12	50 points; (50 points maximum)	For meeting or exceeding scholarship Professional Development goal (<i>by March 31</i>)
RP13	100 points (100 points maximum)	For a succession plan for RP chair submitted to RP Staff and RVC by April 1. Outgoing RP Chair to include the Succession Planning Training Template in the succession plan.
RP14	500 points; (500 points maximum)	For chapters who have reached goal (based on receipts at headquarters) <i>by June 15</i>
RP15	300 points; (300 points maximum)	For reaching Challenge Goal (105% of <i>High Five</i> or 120% Goal)
RP16	250 points	For each new Golden Circle level or higher investment acquired and credited to the chapter (as determined by the RVC & RP ExCom guidelines).
RP17	200 points; (200 points maximum)	Apex Award
RP18	150 points	For each renewed Golden Circle or higher investment acquired and credited to the chapter (as determined by the RVC & RP ExCom guidelines)
RP19	100 points	For new <i>High Five</i> level of contributions
RP20	50 points (no maximum)	Per Special Event held by a Chapter where over 75% of profits are donated to the RP Campaign. (<i>To qualify as a Special Event profits must meet or exceed \$500 for in-person events; \$100 for virtual events.</i>) (<i>For emerging economies to qualify, Special Event profits must meet or exceed \$250 for in-person events; virtual events do not qualify.</i>)
RP21	50 points (no maximum)	For each endowed contribution (\$1,000 minimum)

RP CATEGORY 2024-25 PAOE (STAFF ASSIGNS POINTS)

RP22	10 points (no maximum)	Per \$ per/member for chapters who meet or exceed \$50 per/member and reach or exceed Goal (\$25 per/member for emerging economies)
RP23	200 points; (200 points maximum)	For meeting or exceeding 60% of goal by March 31
RP24	50 points (200 points maximum)	Per 10% growth in number of donors at the end of fiscal year above starting point. Add additional points for first time donors and those who have not donated in the last three years.
RP25	10% - 100 points; 15% - 150 points; 20% - 200 points	For chapters that receive donations from 10% or more of their area assigned members.
RP26	50 points; (50 points maximum)	For communicating current list of research projects in your region via chapter website, newsletter, social media, or other form of communication
RP27	15 points; (100 points maximum)	For chapters that conduct an RP announcement at a chapter meeting. This announcement should follow a template: campaign update, thank donors, announce upcoming events.

ALL RP POINTS ARE ENTERED BY ASHRAE STAFF. SEE THE 2023-2024 PAOE NEWSLETTER FOR RP CRITERIA.
 SEE PAOE POINT SUMMARY REPORT ON WEBSITE OR RP TRAINING MANUAL FOR RP YEAR-TO-DATE POINTS.
 The RP Report is sent to the Chapter RP Chair at the end of each month and to the Chapter Presidents four times during the campaign (December, March, May and July).

STUDENT ACTIVITIES CATEGORY 2024-25 PAOE

MINIMUM: 500 POINTS		PAR: 800 POINTS
Presidential Initiatives:		
SA1	10 points; (500 points maximum)	For each student attending a Chapter Program or Technical Tour in alignment with the current Society Theme .
SA2	100 points; (500 points maximum)	For each Chapter Program presented by a student member and in alignment with the current Society Theme .
SA3	25 bonus points	If a K 12 activity is promoting diversity, equity, and inclusion in engineering
SA4	25 bonus points	If a post high activity is promoting diversity, equity, and inclusion in engineering
K-12/STEM Activities		
SA5	50 points; (add any bonus points)	For each K-12/STEM Activity. Then, add any bonus points; 50 bonus points if chapter member plans the K-12 event
SA5.1	25 bonus points	If the activity is held jointly with another organization (i.e. Boy Scouts, Girl Scouts, NAWIC, AIA, ACE Mentorship, etc.)
SA5.2	25 bonus points	For each National Engineers' Week activity or equivalent non US activity
SA5.3	10 bonus points; (100 points maximum)	If a K 12/STEM activity uses ASHRAE Resources such as the STEM Kits or the ASHRAE Children's book
SA5.4	50 points; (300 points maximum)	For each ASHRAE 3D High School Modeling Competition entered
Post-High Activities		
		STUDENT MEMBERSHIP:
SA6.1	50 points; (50 points maximum)	If net student membership as of April 1 for the chapter exceeds that of previous year
SA6.2	10 points; (500 points)	For each current student member that renews their ASHRAE student membership
SA6.3	50 points; (no maximum)	For each student member that transfers from student member to Associate member via SmartStart
SA6.4	50 points; (50 points maximum)	For tracking student members permanent contact information (cell phone, personal email, LinkedIn, etc.)
		GENERAL STUDENT ACTIVITIES:
SA6.5	100 points; (no maximum)	For each High School Design Competition, bEQ, AEC or Student Paper entered
SA6.6	50 points; (no maximum)	For each National Engineers' Week activity or equivalent non US activity
SA6.7	25 points; (25 points maximum)	For promoting Society or Regional level scholarships to Student Branch Advisors and/or students through e-mail, social media or in person
SA6.8	50 points; (200 points maximum)	For each student that submits an application for a Society level scholarship
SA6.9	25 points; (no maximum)	For each student member attending the Winter Conference Student Program; 25 bonus points for any student outside of the continental United States.
SA6.10	10 points; (100 points maximum)	For each student member that attends a local chapter meeting
SA6.11	5 points; (50 points maximum)	For each student member that attends a regional ASHRAE meeting or CRC
SA6.12	100 points; (no maximum)	For establishing a new student branch or reactivating an inactive student branch
		CHAPTER MEMBER ENGAGEMENT IN STUDENT ACTIVITIES:
SA6.13	25 points; (200 points maximum)	For each post high school activity in which one or more chapter member participates, excluding Student Branch Advisor participation.
SA6.14	20 points; (40 points maximum)	For each meeting between a chapter member and a faculty of engineering college or tech school for the purpose of establishing a student branch
SA6.15	25 points; (50 points maximum)	For each chapter activity with student branch (e.g. Student Night meetings, technical programs, technical tours)
SA6.16	25 points; (25 points maximum)	For any chapter member mentoring a team (e.g. ASHRAE Grant or Design Competition) excluding Student Branch Advisors.

STUDENT ACTIVITIES CATEGORY 2024-25 PAOE

SA6.17	25 points; (200 points maximum)	For each ASHRAE Student member, enrolled in engineering college, undergraduate or tech school, that is placed in an ASHRAE related summer intern job or part time job during school semester by an ASHRAE member
SA6.18	10 points; (50 points maximum)	For promoting undergraduate equipment grants to Student Branch Advisors and/or students through e-mail, social media or in person
RVC Assigns/Enters the following points:		
		TRAINING:
SA7.1	100 points; (100 points maximum)	For the incoming Chapter Student Activities committee chair attending the SA Centralized Training
SA7.2	100 points; (100 points maximum)	For the incoming Chapter Student Activities committee chair attending the SA CRC workshop
SA8	50-100 points; (100 points maximum)	For planning/goal setting session with RVC (<i>points assigned by RVC by October 1 or 2 weeks after the CRC, whichever is later</i>)
SA9	10-100 points; (100 points maximum)	For achieving goals established in goal setting session with RVC (<i>points assigned by RVC by June 30</i>)
SA10	100 bonus points	For obtaining PAR by April 30
		AWARDS:
SA11	100 points; (no maximum)	For each award nomination: Student Activities Achievement Award (due December 31 st each year), Youth Outreach award (due December 31 st each year) and Student Branch Advisor of the Year (due June 10 th each year)
SA12	100 bonus points	If all chapter officers + K-12 STEM Champion (or SA chair) participate in a K-12/STEM activity (this qualifies for the K-12/STEM leadership award)

YOUNG ENGINEERS IN ASHRAE CATEGORY 2024-25 PAOE

MINIMUM: 300 POINTS		PAR: 900 POINTS
Presidential Initiatives:		
YEA1	100 points; (500 points maximum)	For each Chapter Program presentation by a YEA member in alignment with the current Society Theme .
Membership:		
YEA2	25 points; (200 points maximum)	For each new member who qualifies as YEA (who were not student transfers)
YEA3	25 points (200 points maximum)	For any YEA member involved with a Membership Promotion program or event
YEA4	200 points; (200 maximum)	For increasing YEA membership over the Society year by 5%
Technical Committees:		
YEA5	50 points; (300 points maximum)	For each YEA member who is a provisional corresponding member or corresponding member of an ASHRAE TC (points per YEA member, not per committee)
YEA6	100 points; (500 points maximum)	For each YEA member who is a voting member of an ASHRAE TC, TRG, MTG, *RP, SPC, SSPC, GPS or SGPC (VM or NVM) (*RP = Research Project) (Participation can be verified from the ASHRAE Committee Participation by Region Report which can be provided by each DRC. Points per YEA member, not per committee)
YEA7	200 points; (no maximum)	For each YEA member who did a Technical presentation at a CRC, Winter, Annual or Topical Conference
Historical Activities:		
YEA8	25 points (50 points maximum)	For a local Chapter Historical activity performed by a YEA member
YEA Program Attendance:		
YEA9	200 points; (600 points maximum)	For each YEA member who attends in person YEA Leadership Weekend, YEA Leadership International, YEA Leadership 2.0, Leadership U or LeaDRS program during the Society year
YEA10	50 points; (150 points maximum)	For each YEA member who attends a YEA webinar sponsored by the Society YEA Committee
YEA11	50 points for nomination; (200 points maximum)	Applying for the YEA scholarship for the HVAC Design course https://www.ashrae.org/communities/young-engineers-in-ashrae-yea/yea-events-and-programs/yea-scholarship-for-hvac-design-essentials-training
YEA12	100 points; (300 points maximum)	YEA member attendance at in person or virtual HVAC Design course attendance (including applying for the YEA scholarship for the class)
Awards and Submission Activities:		
YEA13	50 points; (200 points maximum)	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
Meetings, Presentations or Events:		
YEA14	50 points; (100 points maximum)	For each YEA event at chapter meeting or separate organized YEA event
YEA15	50 points; (100 points maximum)	For each YEA activity outside of a chapter meeting that also includes a technical component, i.e., presentation, panel discussion, technical tour, etc.
YEA16	50 points; (100 points maximum)	Joint event with your professional or new professional affinity group within another society (i.e., CIBSE, YEN, AIA Emerging Professionals)
YEA17	25 points; (100 points maximum)	YCC presents on YEA programs similar to CRC workshop presentation at chapter event
YEA18	100 points (100 points maximum)	YEA hosted work placement or job fair to increase student retention
YEA19	250 points (250 points maximum)	For an event hosted by the Chapter YEA Committee with Diversity, Equity, and inclusion awareness or training
YEA20	50 points (50 points maximum)	20% of YEA Members at a single event
YEA21	150 points (150 points maximum)	40% of YEA Members at a single event (Single event cannot count for both this PAOE and PAOE YEA20)

YOUNG ENGINEERS IN ASHRAE CATEGORY 2024-25 PAOE

YEA22	300 points; (300 points maximum)	60% of YEA Members at a single event (Single event cannot count for both this PAOE and PAOE YEA20 and YEA21)
Chapter Operations and Activities:		
YEA23	50 points; (150 points maximum)	For each chapter officer or board of governors member who is a YEA member (BOG position must appear on CIQ)
YEA24	50 points; (150 points maximum)	For each YEA member assigned to a Chair position
YEA25	25 points; (100 points maximum)	For each YEA member assigned to a committee position to provide YEA ideas and participation
Student Activities:		
YEA26	25 points (200 points maximum)	For each YEA member involved with a Student Activity program or event
YEA27	50 points (100points maximum)	For each presentation about the Young Engineers in ASHRAE (YEA) program to student members
RVC Assigns/Enters the following points:		
YEA28	100 points; (100 points maximum)	For the incoming Chapter YEA committee chair or co-chair attending the YEA CRC workshop and participating at the CRC
YEA29	50 points; (50 points maximum)	For a YEA Chapter Chair issuing a set of MBOs to YEA Regional Vice Chair

**PAOE 2024-2025
AREA ASSIGNED MEMBERS
(AS OF JULY 2, 2024)**

Region Name	Chapter #	Chapter Name	Members	Students
REGION I	146	BI-STATE	199	82
	001	BOSTON	986	80
	012	BUFFALO	189	7
	010	CENTRAL NEW YORK	225	17
	111	CHAMPLAIN VALLEY	125	8
	004	CONNECTICUT	437	12
	152	GRANITE STATE	152	2
	006	LONG ISLAND	272	18
	118	MAINE	180	3
	007	NEW JERSEY	543	18
	008	NEW YORK CITY	929	45
	009	NORTHEAST	296	4
	003	RHODE ISLAND	87	0
	011	ROCHESTER	265	4
129	TWIN TIERS	96	33	

REGION II	100	HALIFAX	198	8
	037	HAMILTON	275	17
	116	LONDON (CANADA)	126	29
	014	MONTREAL	513	85
	117	NB/PEI	146	25
	015	OTTAWA VALLEY	429	25
	013	QUEBEC	164	36
	016	TORONTO	1089	123
	141	WINDSOR	64	26

REGION III	134	ANTHRACITE	96	0
	025	BALTIMORE	674	6
	022	CENTRAL PENNSYLVANIA	327	25
	027	HAMPTON ROADS	166	2
	023	JOHNSTOWN	60	2
	098	LEHIGH VALLEY	135	1
	026	NATIONAL CAPITAL	911	37
	021	PHILADELPHIA	863	34
	024	PITTSBURGH	277	11
	028	RICHMOND	328	7
	125	ROANOKE	137	1

REGION IV	032	ATLANTA	939	32
	113	CHARLESTON	143	11
	097	GREENVILLE	174	12
	029	NORTH PIEDMONT	182	25
	031	SOUTH CAROLINA	137	2
	030	SOUTHERN PIEDMONT	399	9
	106	TRIANGLE	500	25

**PAOE 2024-2025
AREA ASSIGNED MEMBERS
(AS OF JULY 2, 2024)**

Region Name	Chapter #	Chapter Name	Members	Students
REGION V	090	AKRON/CANTON	162	5
	043	CENTRAL INDIANA	345	78
	040	CINCINNATI	257	19
	038	CLEVELAND	332	6
	039	COLUMBUS	349	15
	041	DAYTON	181	21
	045	DETROIT	547	22
	044	EVANSVILLE	47	3
	120	FORT WAYNE	68	2
	103	NORTHERN INDIANA	90	6
	042	TOLEDO	113	7
	047	WESTERN MICHIGAN	328	25

REGION VI	159	CEDAR VALLEY	84	1
	050	CENTRAL ILLINOIS	136	16
	049	ILLINOIS	1179	50
	051	IOWA	316	19
	115	LA CROSSE AREA	134	1
	095	MADISON	252	7
	052	MINNESOTA	867	25
	123	MISSISSIPPI VALLEY	95	1
	107	NORTHEAST WISCONSIN	165	0
	054	ST LOUIS	612	21
	048	WISCONSIN	316	4

REGION VII	060	BATON ROUGE	103	11
	057	BIRMINGHAM	228	23
	128	BLUEGRASS	122	7
	099	EAST TENNESSEE	244	6
	055	LOUISVILLE	201	6
	056	MEMPHIS	179	50
	061	MISSISSIPPI	90	16
	058	MOBILE	45	5
	088	NASHVILLE	376	38
	059	NEW ORLEANS	148	2
	133	NORTH ALABAMA	60	0
	130	NORTHWEST FLORIDA	71	0
	114	TENNESSEE VALLEY	95	2
	192	WEST VIRGINIA	67	27

**PAOE 2024-2025
AREA ASSIGNED MEMBERS
(AS OF JULY 2, 2024)**

Region Name	Chapter #	Chapter Name	Members	Students
REGION VIII	065	ALAMO	238	8
	062	ARKANSAS	230	12
	066	AUSTIN	366	15
	068	CENTRAL OKLAHOMA	277	34
	067	DALLAS	742	19
	091	EAST TEXAS	115	5
	070	FORT WORTH	304	7
	173	GUADALAJARA	36	5
	064	HOUSTON	684	111
	165	MEXICO CITY	143	8
	166	MONTERREY	130	58
	069	NORTHEASTERN OKLAHOMA	214	17
	208	NORTHWEST ARKANSAS	128	16
	154	SOUTH TEXAS	60	6
	071	WEST TEXAS	87	25

REGION IX	131	BIG SKY	118	34
	127	BLACK HILLS	50	2
	072	EL PASO	59	2
	135	IDAHO	192	19
	053	KANSAS CITY	602	98
	075	NEBRASKA	384	27
	077	NEW MEXICO	153	2
	150	OZARKS	62	2
	148	PIKES PEAK	121	1
	073	ROCKY MOUNTAIN	979	41
	093	SOUTH DAKOTA	112	18
	074	UTAH	329	49
	076	WICHITA	146	4

REGION X	086	CENTRAL ARIZONA	464	37
	082	GOLDEN GATE	751	64
	108	HAWAII	259	11
	126	NORTHERN NEVADA	87	1
	105	ORANGE EMPIRE	345	63
	081	SACRAMENTO VALLEY	288	15
	085	SAN DIEGO	373	7
	083	SAN JOAQUIN	103	4
	101	SAN JOSE	271	12
	144	SIERRA DELTA	46	9
	084	SOUTHERN CALIFORNIA	580	112
	092	SOUTHERN NEVADA	146	10
	155	TRI COUNTY	71	15
	087	TUCSON	99	11

**PAOE 2024-2025
AREA ASSIGNED MEMBERS
(AS OF JULY 2, 2024)**

Region Name	Chapter #	Chapter Name	Members	Students
REGION XI	122	ALASKA	199	12
	020	BRITISH COLUMBIA	565	37
	078	INLAND EMPIRE	182	29
	017	MANITOBA	194	10
	019	NORTHERN ALBERTA	269	16
	080	OREGON	530	37
	079	PUGET SOUND	670	39
	096	REGINA	87	21
	102	SASKATOON	106	43
	018	SOUTHERN ALBERTA	368	11
145	VANCOUVER ISLAND	103	10	

REGION XII	178	ARGENTINA	129	90
	209	ASHRAE CARICOM	68	14
	172	BRASIL	161	84
	094	CENTRAL FLORIDA	412	60
	196	CHILE	48	20
	190	COLOMBIA	72	24
	199	ECUADOR	54	118
	035	FLORIDA WEST COAST	462	40
	104	GOLD COAST	200	5
	034	JACKSONVILLE	264	7
	36	MIAMI	221	15
	202	PARAGUAY	52	10
	220	PERU	68	12
	110	PUERTO RICO	102	29
	213	SOUTH BRAZIL	77	30
139	SOUTHWEST FLORIDA	130	0	

REGION XIII	143	HONG KONG	894	132
	183	INDONESIA	91	5
	194	JAPAN	193	11
	198	MACAO	55	7
	149	MALAYSIA	206	85
	167	PHILIPPINES	209	311
	142	SINGAPORE	323	23
	195	SOUTH KOREA	103	31
	157	TAIWAN	151	70
	170	THAILAND	89	21

PAOE 2024-2025
AREA ASSIGNED MEMBERS
(AS OF JULY 2, 2024)

Region Name	Chapter #	Chapter Name	Members	Students
REGION XIV	223	ASHRAE UK	507	106
	203	CYPRUS	29	9
	176	DANUBE	106	30
	168	HELLENIC	145	56
	204	IRELAND	112	40
	214	ISRAELI	91	1
	225	NORDIC	122	21
	177	PORTUGAL	80	46
	182	SPAIN	169	10

REGION XV	169	ASHRAE BANGALORE	100	29
	191	ASHRAE DECCAN	57	2
	188	ASHRAE MUMBAI	180	58
	197	BANGLADESH	150	184
	217	CHANDIGARH	79	17
	185	CHENNAI	109	70
	215	EAST INDIA	45	10
	158	INDIA	260	306
	186	PUNE	96	138
	216	RAJASTHAN	49	18
	171	SRI LANKAN	120	40
	163	WESTERN INDIA	65	20

REGION-AT-LARGE	222	ALEXANDRIA	11	32
	175	ASHRAE FALCON	407	43
	187	ASHRAE NIGERIA	110	42
	181	BAHRAIN	66	18
	161	CAIRO	97	99
	189	CENTRAL PAKISTAN	47	20
	210	FAISALABAD	20	1
	224	GHANA	52	0
	212	JORDAN	53	90
	164	KUWAIT	47	17
	162	LEBANESE	111	49
	219	LIBYA	0	0
	179	NORTHERN PAKISTAN	42	41
	218	OMAN	28	1
	174	PAKISTAN	72	18
	211	PYRAMIDS	26	14
	184	QATAR ORYX	87	3
	160	SAUDI ARABIA	171	10
	207	SOUTH AFRICA	101	1
	221	SUDAN	4	0
193	TURKISH	133	152	



ASHRAE Chapter Community Sustainability Project 2024-2025 Presidential Award of Excellence (PAOE) Chapter PAOE Point Claim Form

ASHRAE President Dennis Knight's 2024-2025 PAOE letter includes points related to Community Sustainability Projects:

Director and Regional Chair (DRC) Assigns

700 points for chapter-sponsored community sustainability project or event in conjunction with a non-profit organization

(Note: Examples of Community Sustainability Projects are available online.)

100-700 points 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.

Upon completion of your chapter Community Sustainability Project, please fill out the below information and submit to your regional DRC, with a copy to Tammy Catchings at ASHRAE Headquarters (tcatchings@ashrae.org).

Chapter Name: _____

Region: _____

Name of Person Filling Out Form: _____

Email Address: _____

Daytime Phone Number: _____

Project Name: _____

Project Beneficiary (name of the non-profit organization that benefited from the project):

Project Value (approximate value of project on the retail market): \$ _____

Date Project Completed: _____



Brief Project Description:

Project Publicity

List all publicity that occurred – media type, date and attach examples (such as a copy of a newspaper article, link to a YouTube Video, link to a Facebook page, etc.). EACH publicity media type is worth 100 points.
