

WORK STATEMENT COVER SHEET

(Please Check to Insure the Following Information is in the Work Statement)

- A. Title
- B. Executive Summary
- C. Applicability to ASHRAE Research Strategic Plan
- D. Application of the Results
- E. State-of-the-Art (background)
- F. Advancement to State-of-the-Art
- G. Justification and Value to ASHRAE
- H. Objective
- I. Scope
- J. Deliverables/Where Results will be Published
- K. Level of Effort
- Project Duration in Months
- Professional-Months: Principal Investigator
- Professional-Months: Total
- Estimated \$ Value
- L. Proposal Evaluation Criteria & Weighting Factors
- M. References
- N. Other Information to Bidders (Optional)

Date:

Title:

WS#
(To be assigned by MORTS - Same as RTAR #)

Results of this Project will affect the following Handbook Chapters, Special Publications, etc.:

Responsible TC/TG:

Date of Vote:

For	<input type="checkbox"/>
Against	<input type="checkbox"/>
Abstaining	<input type="checkbox"/>
Absent or not returning Ballot	<input type="checkbox"/>
Total Voting Members	<input type="checkbox"/>

This W/S has been coordinated with TC/TG/SSPC (give vote and date):

Has RTAR been submitted?
Strategic Plan
Theme/Goals

Work Statement Authors: **

Proposal Evaluation Subcommittee:
Chair:
Members:

Project Monitoring Subcommittee:
(If different from Proposal Evaluation Subcommittee)

Recommended Bidders (name, address, e-mail, tel. number): **

Potential Co-funders (organization, contact person information):

(Three qualified bidders must be recommended, not including WS authors.)

- Is an extended bidding period needed?
- Has an electronic copy been furnished to the MORTS?
- Will this project result in a special publication?
- Has the Research Liaison reviewed work statement?

Yes	No	How Long (weeks)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>

* Reasons for negative vote(s) and abstentions

** Denotes WS author is affiliated with this recommended bidder
Use additional sheet if needed.

WORK STATEMENT#

Title:

Sponsoring TC/TG/MTG/SSPC:

Co-Sponsoring TC/TG/MTG/SSPCs (List only TC/TG/MTG/SSPCs that have voted formal support)

Plain English Abstract:

As part of the information sharing activities for this project, RAC is interested in having a 100 word or less summary of the proposed research so that descriptions of ASHRAE research can be understood by a wider technical audience including trade magazines and on-line ASHRAE information sites. Please include your plain English Abstract in this section.

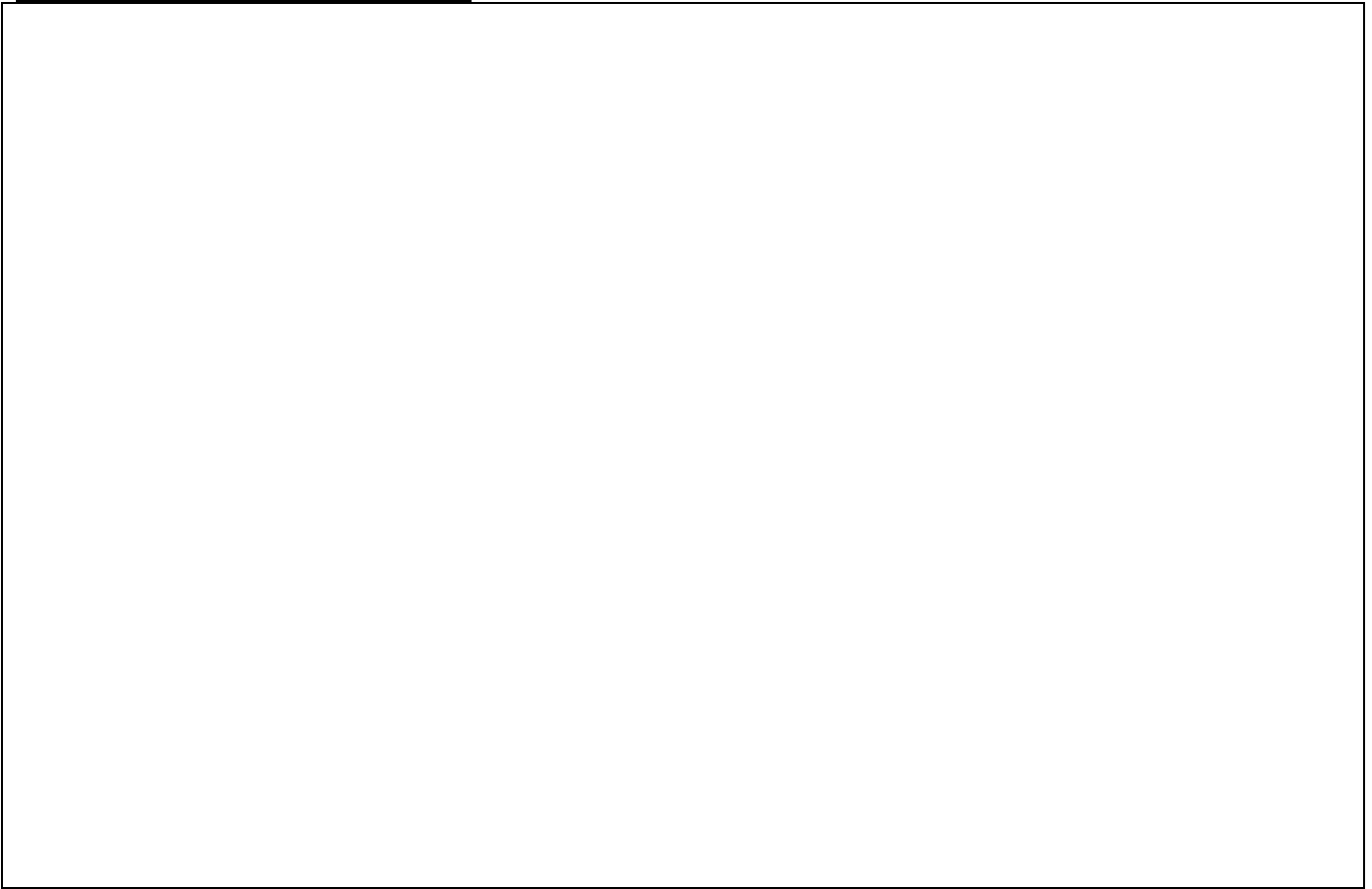
Executive Summary:

Applicability to the ASHRAE Research Strategic Plan:

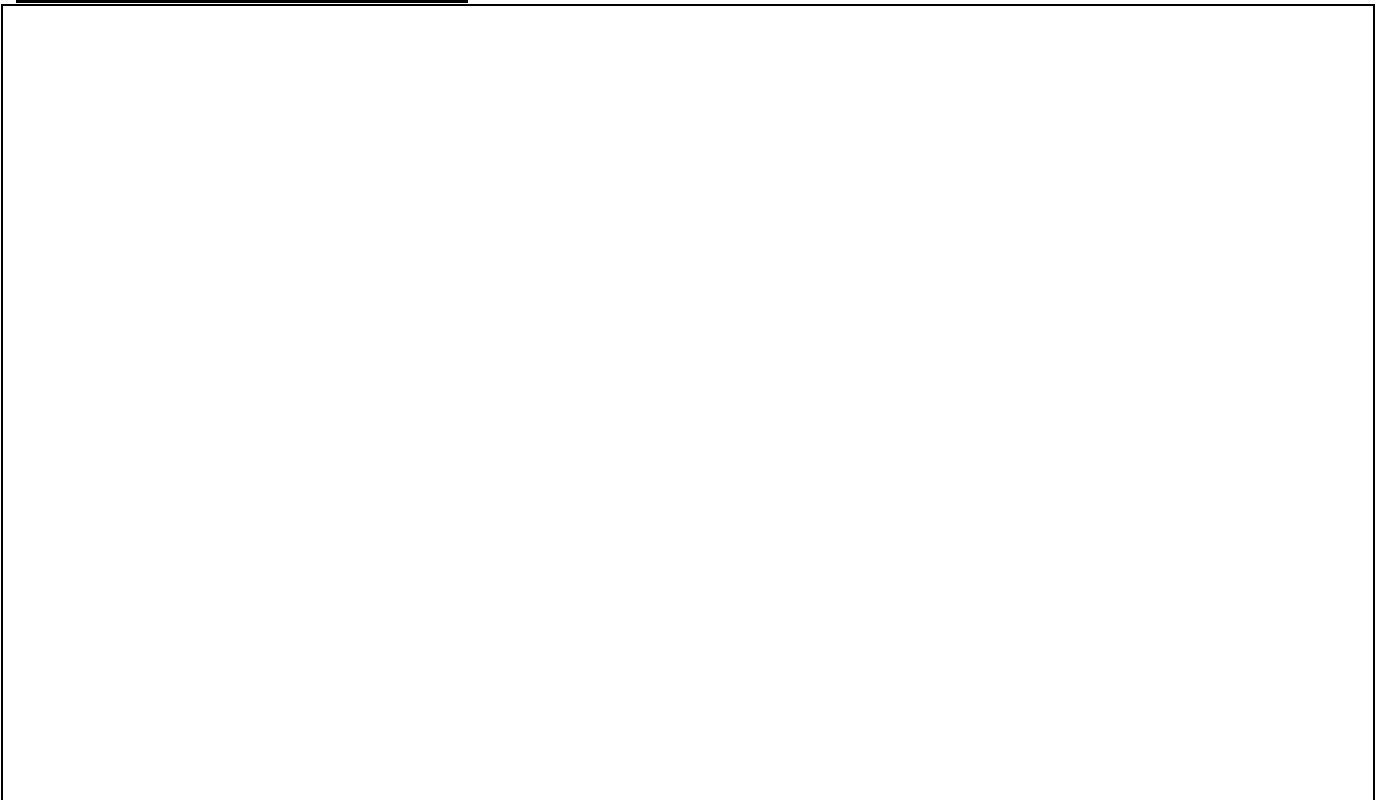
Application of Results:

State-of-the-Art (Background):

Advancement to the State-of-the-Art:

A large, empty rectangular box with a thin black border, intended for the user to provide details on the advancement to the state-of-the-art.

Justification and Value to ASHRAE:

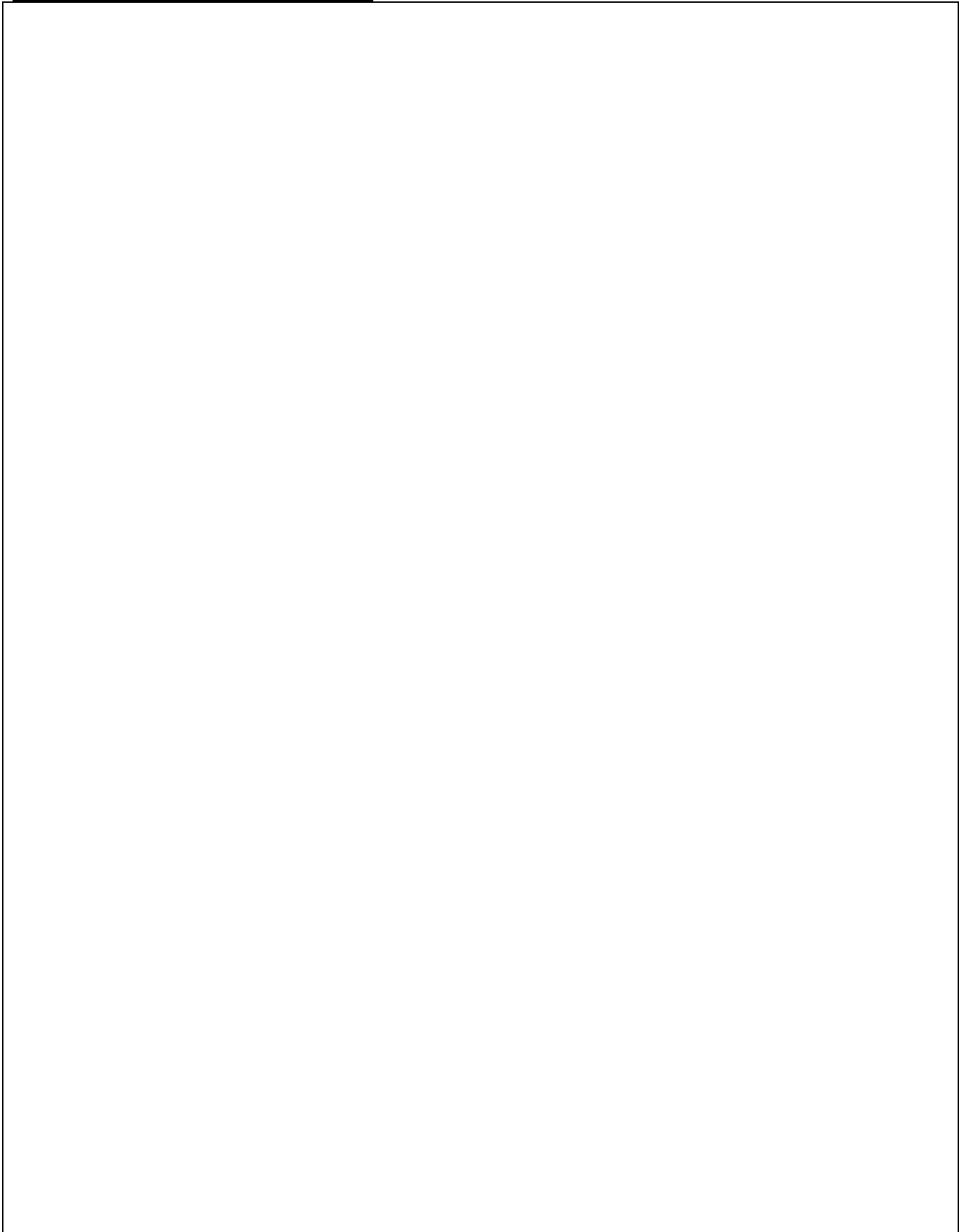
A large, empty rectangular box with a thin black border, intended for the user to provide justification and value to ASHRAE.

Objectives:

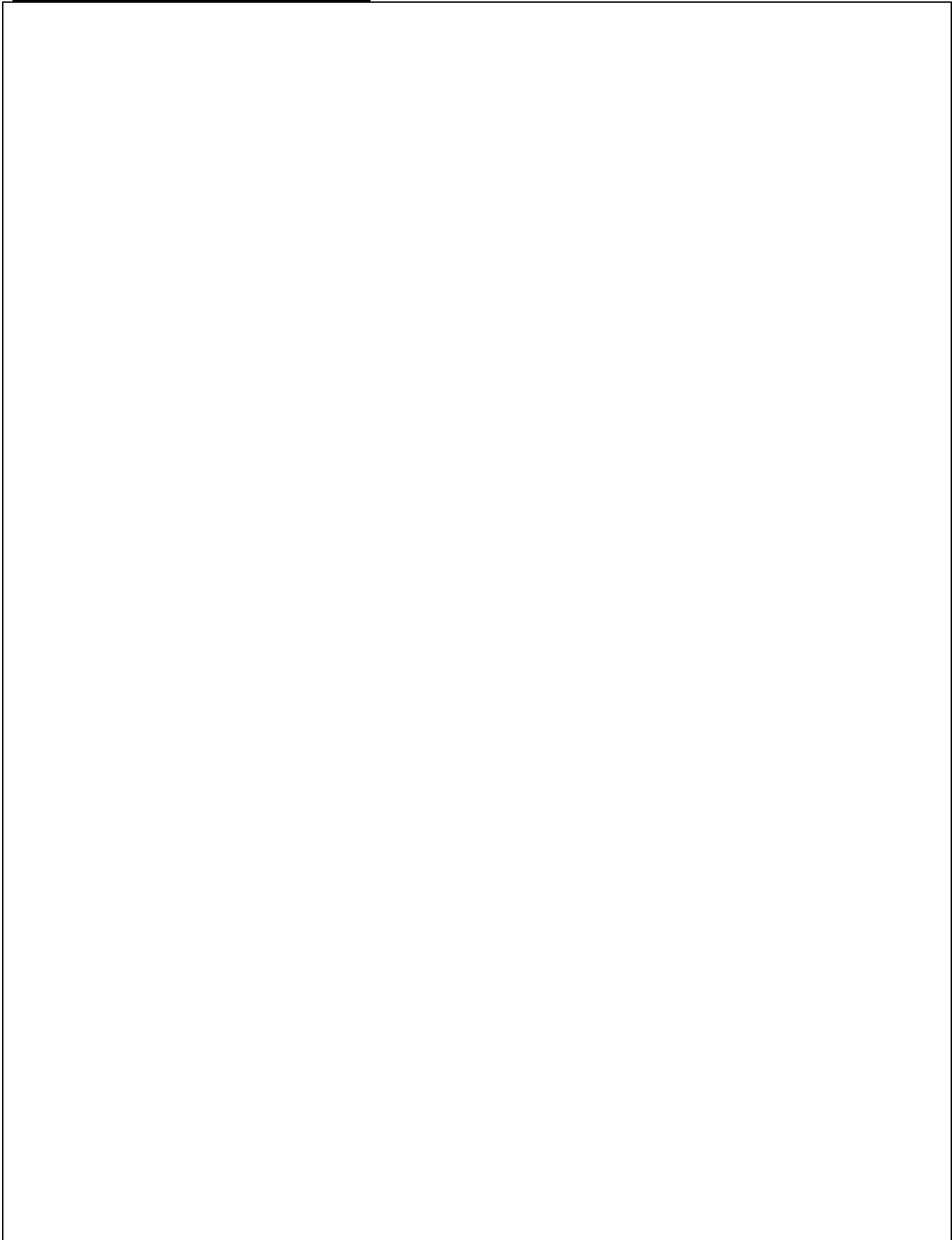
Scope/Technical Approach:

A large, empty rectangular box with a thin black border, occupying most of the page. It is intended for the user to provide details regarding the scope and technical approach of the project.

Scope/Technical Approach (Continued 2):



Scope/Technical Approach (Continued 3):



Deliverables/Where Results Will Be Published:

Deliverables/Where Results Will Be Published (Continued):

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Level of Effort:

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Proposal Evaluation Criteria:

No.	Proposal Review Criterion	Weighting Factor

Project Milestones:

No.	Major Project Completion Milestone	Deadline Month

Authors:

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References:

[Empty reference box]

Other Information for Bidders (Optional):

Feedback to RAC and Suggested Improvements to Work Statement Process

Now that you have completed the work statement process, RAC is interested in getting your feedback and suggestions here on how we can improve the process.