**NOMINATION AND POINT TALLY FORM**

**Residential Buildings Service Award**

**Revised July 2021**

**Please complete the attached tally form and provide a one-page cover letter of approximately 300 words outlining the nominee’s Residential Buildings activities. Submit the nomination package as a single PDF or Word Document.**

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| **NAME OF NOMINEE:**         |
| **ADDRESS:**  |  |  |
| **PHONE:** |  |  |
| **EMAIL:** |  |  |
|  |  |  |
| **NOMINATION SUBMITTED BY: (**leave blank if self-nomination)  |
| **NAME:**  |       |  |
| **ADDRESS:** |       |  |
| **PHONE:**  |       |  |
| **EMAIL:** |       |  |
|  |  |  |
| **SUMMARY OF POINTS: (Note the maximum of 4 points for activities in Category C)** |
| **CATEGORY A:** |       | **ASHRAE ACTIVITES** |
| **CATEGORY B:** |       | **CONFERENCE ACTIVITIES** |
| **CATEGORY C:** |       | **OTHER ACTIVITIES** |
|  |       | **TOTAL POINTS IN ALL CATEGORIES**  |
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| **CATEGORY A:** **ASHRAE ACTIVITES** Points can be awarded for activities that have taken place during the previous two society years (July to June). Nominees can receive multiple points for each category if they have multiple instances of the service as described in their Bios.  |
|  | **ACTIVITY/DATES****Society Year(s)** | **POINTS** | **TOTAL** |
| 1. Chair of a Residential Building program at an ASHRAE conference
 |       | 2  |       |
| 1. Presenter at a Residential Building program at an ASHRAE conference
 |       | 1 |       |
| 1. Chair of a residential related Position Document Committee
 |       | 3 |       |
| 1. Member of a residential related Position Document Committee
 |       | 2 |       |
| 1. Lead Reviewer of a handbook chapter related to residential buildings
 |       | 1 |       |
| 1. Chair of a Guideline/Standard Committee related to residential buildings
 |       | 2 |       |
| 1. Member of a Guideline/Standard Document Committee related to residential buildings
 |      | 1 |       |
| 1. Chair of a Project Monitoring Subcommittee for a research project focusing on a residential building issue.
 |       | 2 |       |
| 1. Member of a Project Monitoring Subcommittee for a research project focusing on a residential building issue.
 |       | 1 |       |
| 1. ASHRAE Chapter Distinguished Lecturer Residential-related presentation
 |       | 1 |       |
|  | **TOTAL POINTS FOR CATEGORY A**  |       |

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| **CATEGORY B:** **CONFERENCE ACTIVITIES**Points can be awarded for activities that have taken place during the previous two society years (July to June). Nominees can receive multiple points for each category if they have multiple instances of the service as described in their Bios |
|  | **ACTIVITY/DATES****Society Year(s)** | **POINTS** | **TOTAL** |
| 1. Chair of the ASHRAE Buildings Conference or another ASHRAE-sponsored conference with a focus on residential buildings
 |       | 3 |       |
| 1. Member of an organizing committee for the Buildings Conference or another ASHRAE-sponsored conference with a focus on residential buildings
 |       | 2 |       |
| 1. Session Chair at the Buildings Conference or another ASHRAE-sponsored conference with a focus on residential buildings
 |       | 1 |       |
| 1. Presenter at the Buildings Conference or another ASHRAE-sponsored conference with a focus on residential buildings
 |       | 1 |       |
| 1. Presenter on ASHRAE residential-related topics at any conference
 |       | 1 |       |
|  | **TOTAL POINTS FOR CATEGORY B**  |  |

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| **CATEGORY C: OTHER ACTIVITES** Points can be awarded for activities that have taken place during the previous two society years (July to June). The nominator should propose points to be awarded for each discretionary activity that is commensurate with the effort and impact of the activity. The judging committee will have discretion to adjust the points allotted for each activity.  |
|  | **DATES****Society Year(s)** | **PROPOSED POINTS (1 to 4 for each entry)** | **TOTAL** |
| Activity demonstrating contributions to the residential buildings sector. Describe below in each row:  |  |  |  |
| 1.
 |       |       |       |
| 1.
 |       |       |       |
| 1.
 |       |       |       |
| 1.
 |       |       |       |
| ***The maximum in this category is 4 points.*** | **TOTAL POINTS FOR CATEGORY C**  |

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| **ENTER TOTAL POINTS IN ALL CATEGORIES A through C**  |  |

**Nominations are due to ASHRAE Headquarters December 1**

**The Residential Buildings Activity Award Point Tally Form, a one-page cover letter of approximately 300 words describing the nominee’s activities, a current ASHRAE Biographical Record, and digital photo of the nominee must be provided to ASHRAE electronically. Email the completed nomination in Adobe pdf or Microsoft Word format to:**  **LPratt@ashrae.org**