



## Memorandum of Understanding

### ASHRAE And American Institute of Architects

Founded in 1894, ASHRAE advances the arts and sciences of heating ventilating, air-conditioning and refrigeration to serve humanity and promote a sustainable world.

Founded in 1857, the American Institute of Architects (AIA) is the leading professional membership association for licensed architects, emerging professionals and allied partners. AIA serves as the voice of the architecture profession and the primary resource for AIA members in service to society.

ASHRAE and AIA agree to support this Memorandum of Understanding (MOU) to advance and promote the mutual interests and shared values of their respective members, especially in the areas of climate change, decarbonization, and equity. We are committed to working together on the following activities and goals:

#### **CONSISTENT LEADERSHIP COMMUNICATION**

Recognizing the importance of communication in organizational collaboration, both organizations commit to hold regular conference calls between staff and/or liaison committees, and two liaison meetings annually (either in person or via conference call) of designated senior representatives to:

- Ensure ongoing advancement of collaborative projects
- Keep each respective organization informed of major initiatives
- Discuss new opportunities for collaboration

The parties responsible for ensuring this MOU is actively pursued through the term of the agreement are ASHRAE's Director of Member Services and AIA's Senior Director, Industry and International Relations.

#### **CONFERENCES AND MEETINGS**

Each organization agrees to provide the other with a meeting invitation and two complimentary VIP registrations to one of its primary annual meetings, as well as alert the other to calls for entries for their technical program at any relevant conference or meeting. If feasible, upon request each organization will provide guidance to the other on how to submit a proposal for its technical program.

## **YOUNG PROFESSIONALS DEVELOPMENT**

ASHRAE and AIA agree to connect the leaders of the Young Engineers in ASHRAE (YEA) and Young Architects Forum (YAF) to explore joint activities that can help optimize collaboration between engineers and architects early in career development.

## **ADVOCACY AND PUBLIC OUTREACH**

Where mutually beneficial and to the extent allowed by law and corporate policies, ASHRAE and AIA agree to work together on common public affairs goals and advocacy. During annual liaison meetings, public affairs strategies will be discussed, and common goals identified. Collaborative opportunities to be considered include:

- Joint promotion of codes and standards at national and subnational levels
- Promoting mutually beneficial positions during the development and passage of national and subnational legislation, regulations, and policy
- Education of legislators on issues such as technical aspects of building design and its relationship to decarbonization, sustainability, resiliency and health; professional liability aspects of design practices; and the importance of professional licensure, relevant to the members of each organization

## **PUBLICATIONS**

ASHRAE and AIA agree to:

- Provide at least one complimentary subscription to the primary membership periodical to be received at the headquarters location of the other organization
- Explore opportunities to jointly produce publications of mutual benefit
- Cross-market each organization's publications where appropriate and with industry standard distributor discounts
- Use periodicals to promote the other organization's events, publications, and other activities
- Explore opportunities to provide discounts on each other's publications, when doing so is in both organizations' best interests

## **EDUCATION**

ASHRAE and AIA agree to:

- Cross-market joint educational offerings at the national and international levels (or other offerings that are relevant to the respective audiences), as appropriate, primarily via events calendars
- Explore opportunities to co-develop and co-sponsor
  - new courses, webinars, or other training programs that take advantage of complementary expertise between ASHRAE and AIA
  - certificate or curated education content tracks

## **TECHNICAL ACTIVITIES COORDINATION**

ASHRAE and AIA members share many areas of common technical interest, including built environment health and safety, energy efficiency, decarbonization, and resilience. The organizations agree to foster technical cooperation in these and other areas of common interest by:

- Encouraging members in each organization to participate on technical committees and task forces

- Providing ample opportunity for each organization’s members to participate in and comment on proposed standards, guidelines, policies, and position statements developed on technical subjects as they relate to buildings and community developments
- Establishing liaison representatives to key technical committees where mutually beneficial to do so
- Considering additional sponsorship opportunities, when feasible
- Exploring the co-development of new standards that address topics of mutual technical interest, such as sustainability, renewable energy, indoor environmental quality, or climate change

**RESEARCH**

Recognizing that ASHRAE research is proprietary to the organization and its members and considering AIA’s Research Agenda, the organizations will explore ways to cross-promote or collaborate on each other’s research efforts, including investigating the creation of joint projects arising out of the results of existing research.

**COMMUNITY SERVICE**

ASHRAE and AIA will investigate working jointly on one or more community service projects focusing on building health and welfare for communities. These efforts may take place at the local, regional, or national level.

**ADMINISTRATIVE CONTACTS**

The administrative contacts for actions tied to this MOU shall be:

**For ASHRAE:**

Jeff Littleton  
 Executive Vice President  
 ASHRAE  
 180 Technology Pkwy  
 Atlanta, GA 30092  
 Tel: 404-636-8400  
 Email: [jlittleton@ashrae.org](mailto:jlittleton@ashrae.org)

**For AIA:**

Lakisha Ann Woods, CAE  
 Executive Vice President /Chief Executive Officer  
 AIA  
 1735 New York Ave, NW  
 Washington, DC 20006-5292  
 Tel: 202-626-7400  
 Email: [lwoods@aia.org](mailto:lwoods@aia.org)

**TERMINATION**

Either party may terminate this MOU, with or without stated cause, upon providing the other party with thirty (30) days’ written notice of intent to terminate.

**TERM**

The term of this Memorandum of Understanding shall begin when signed by both parties and shall terminate at the end of three (3) years unless extended at that time in a writing signed by both organizations.

**LEGAL STANDING**

This MOU memorializes a commitment by ASHRAE and AIA to continue and enhance their working relationship and individual efforts toward achieving the mutual objectives described above. It does not create a binding obligation or agreement between the two organizations, and neither organization has an obligation to negotiate toward or enter into a binding agreement with the other. In addition, this MOU does not create a partnership, joint venture, fiduciary relationship, or similar relationship between ASHRAE and AIA. Furthermore, this Memorandum of Understanding is intended to be a “living

document," meant to change as circumstances and priorities warrant. It may be modified or amended at any time in writing acknowledged by both organizations.

**FOR ASHRAE**

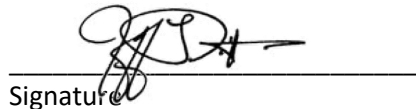
Mick Schwedler, 2021-22 President



Signature

\_\_\_\_ June 30th, 2022 \_\_\_\_\_  
Date

Jeff Littleton, Executive Vice President



Signature

\_\_\_\_ June 30th, 2022 \_\_\_\_\_  
Date

**FOR AIA**

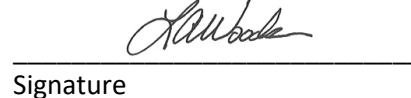
Daniel S. Hart, FAIA, PE, 2022 President



\_\_\_\_\_  
Signature

\_\_\_\_ June 6, 2022 \_\_\_\_\_  
Date

Lakisha Ann Woods, CAE, Executive Vice President/ Chief Executive Officer



Signature

\_\_\_\_ June 2, 2022 \_\_\_\_\_  
Date



**ASHRAE  
and  
American Institute of Architects  
Work Plan to Support the  
2022 Memorandum of Understanding**

This Work Plan identifies examples of activities the organizations intend to undertake to implement the goals of the 2022 Memorandum of Understanding (MOU). When necessary, the organizations will create and approve a binding agreement for each program or project undertaken to implement the MOU.

**CONSISTENT LEADERSHIP COMMUNICATION**

- Convene at least one leadership meeting with ASHRAE and AIA, preferably in person
- Continue to participate in special interest groups such as the CEO Partnership on Climate Action and other AIA or ASHRAE coalitions, task forces, or other groups

**CONFERENCES AND MEETINGS**

AIA and ASHRAE realize that important networking opportunities are abundant at our respective conferences.

- The guest organization will encourage its VIP(s) to accept the invitation to the host organization's meeting and participate in relevant events at that meeting.
  - For example, ASHRAE hosts a VIP luncheon at its Winter Conference, to which AIA VIP(s) are invited. Each host organization will provide suggestions to the guest's VIP(s) of events of interest.
  - The guest VIP(s) should request in advance to schedule a meeting during the event with the host organization's leadership if the organizations have topics related to potential or existing collaborative efforts to discuss.

As appropriate and agreed upon, ASHRAE and AIA will also consider:

- Providing speakers or panelists at the other organization's meetings to help provide updates and perspectives on building industry technologies and trends; for example, the organizations may work together to submit a proposal for a session on renovating their respective headquarters buildings during the 2023 ASHRAE Winter Conference
- Continuing to participate in the Building Performance Analysis topical conference
- Participating in or co-sponsoring a topical conference on building resiliency, decarbonization, or other topic(s) of relevance to both organizations' constituencies; a project plan will be created and approved by both organizations for any conference
- Participating in an industry summit on a topic such as designing, building, retrofitting, and operating low carbon/carbon neutral buildings, possibly in the fall of 2023
- Encouraging networking and outreach with leaders and staff attending each organization's conference and related events

- Collaborating on conferences or meetings at the Regional or local level
- Encouraging attendance of an AIA representative at ASHRAE's Decarbonization Conference, scheduled for October 6-7, 2022, in Athens, Greece

### **Conference-Related Websites**

For AIA:

<https://conferenceonarchitecture.com/>

For ASHRAE:

<https://www.ashrae.org/conferences/ashrae-conferences>

<https://www.ashrae.org/conferences/conference-resources/papers-and-programs>

### **YOUNG PROFESSIONALS DEVELOPMENT**

ASHRAE and AIA will encourage Young Engineers in ASHRAE (YEA) and Young Architects Forum (YAF) to propose one or more joint activities, such as a seminar, panel discussion, or other presentation targeting young building design professionals or a co-sponsored and co-hosted YEA-YAF event with a target date in 2023 or 2024. A project plan will be created and approved by both organizations for each activity or event that has financial implications. Some possibilities include:

- YEA Leadership Weekends (3 opportunities: US/Canada; International; Virtual): these are soft skills training events led by a professional facilitator; from a business perspective, they do not generate a profit. Consider inviting AIA members to participate
- Invitations to each organization's YEA/YAF members to participate in seminars at AIA and ASHRAE Conferences, being diligent about bringing architects and engineers to partner together and participate in these events
- Potential integration of CIBSE YEN into our collaboration network for young AEC professionals
- Evaluation of 3-party event or interaction with AIA YAF / ASHRAE YEA / CIBSE YEN, looking for inspiration within the ongoing YEA-YEN relationship

### **ADVOCACY AND PUBLIC OUTREACH**

The organizations will maintain ongoing communication in regard to issues of common interest at national and subnational levels. When feasible, the organizations will jointly address government bodies including through briefings and other educational fora. Where shared positions exist, the organizations will jointly develop and/or sign onto policy statements or positions, including in the form of letters and testimony. Staff from each organization will have the goal of meeting with their government affairs counterpart(s) on a quarterly basis. Opportunities for engaging with chapters, sections, and components will be pursued and implemented.

Upon request, ASHRAE's Government Affairs Committee (GAC) will provide appropriate time for an AIA representative to address issues of mutual interest to the organizations. AIA will provide similar opportunities for ASHRAE.

### **PUBLICATIONS**

To disseminate information of interest to the building design industry, ASHRAE and AIA will

- Jointly produce publications of mutual benefit; the ASHRAE primer, *Building Our New Energy Future*, published in June 2018 is an example for future joint publications; a project plan will be created and approved by both organizations for each publication

- Promote the other organization's events, publications, and other activities, when appropriate
- Provide peer review of each other's publications, when appropriate
- Provide staff-to-staff comparisons of each organization's publications to identify areas of potential collaboration
- Identify opportunities to feature each organization's work in respective publications (e.g., AIA to pitch an article about the new ASHRAE HQ in *Architect Magazine*)
- Identify other opportunities with AIA Architect Newsletter and *Architect Magazine*
- Identify opportunities for providing content for each organization's electronic newsletters

## **EDUCATION**

To support building industry education and professional development, ASHRAE and AIA will, as appropriate,

- Post each other's educational offerings on the organizations' events calendars depending on the relevance to each organization's audience.
- Co-develop and co-sponsor training and education programs to take advantage of the organizations' building design expertise; topics for such a program could include a Design Essentials course on Utilizing Integrated Building Design or a course on how to effectively complete and use model contracts; a project plan will be created and approved by both organizations for each new program
- Offer courses and presentations at each other's conferences of mutual interest to each organization's membership
- Consider joint course development with AIAU or other relevant platforms

In addition, ASHRAE and AIA will cooperatively promote Science, Technology, Engineering, Architecture, and Math (STEAM) education at the K-12 and post-high-school levels. AIA is revising its K-12 engagement strategy. After this strategy is complete, the organizations will look for additional collaborative opportunities.

## **TECHNICAL ACTIVITIES COORDINATION**

To foster technical cooperation in areas of common interest, ASHRAE and AIA will, as appropriate,

- Invite the other organization to identify a representative to participate on relevant technical committees, task forces, task groups, and other bodies
- Encourage the other organization's members to participate in the development of and comment on relevant proposed standards, guidelines, policies, and position statements
- Invite the other organization to submit a request to co-sponsor a standard, guideline, or other technical document, when doing so is mutually beneficial
- Create and each approve a project plan when the organizations agree that working together on a specific technical activity is mutually beneficial

## **RESEARCH**

To foster collaboration in areas of research, if appropriate or applicable:

- Upon request from AIA, ASHRAE will provide training on the process for applying for an ASHRAE research project
- AIA will invite ASHRAE to participate in updating AIA's research agenda, which currently is scheduled to be developed in 2022
- AIA will invite ASHRAE engagement on the Intersections conference, which tentatively is scheduled for 2023

## **COMMUNITY SERVICE**

- Staff will communicate with chapters and components about opportunities for collaboration to further community service activities
- Each organization will consider local opportunities (for example, in the DMV area, Community Forklift may provide an opportunity for collaboration)
- Each organization will promote the collaborative efforts after the fact in appropriate online and other media

## **CURRENT AND RECENT COLLABORATIVE ACTIVITIES**

The following list of collaborative activities the organizations have undertaken between 2020 and 2022 (thus far) is provided for reference and ideas.

- Ginger Scoggins attended the UN Climate Change Conference of the Parties (COP26) in Glasgow, Scotland
- AIA has approved an ASHRAE representative to serve on AIA's Codes and Standards Committee
- AIA has had representation on ASHRAE Standards Committees
- AIA has had representation on ASHRAE's Epidemic Task Force
- AIA has had representation on ASHRAE's Task Force on Building Decarbonization
- Jeff Littleton has participated on AIA's CEO Climate Action Group
- ASHRAE and AIA leaders met virtually
- ASHRAE and AIA have connected Young Engineers in ASHRAE (YEA) with AIA's Young Architects Forum (YAF); these efforts will be ongoing
- The organizations have been in regular communication regarding advocacy issues
- ASHRAE and AIA Staff have had monthly virtual meetings
- Both organizations consider diversity to be an important initiative
- Both organizations are interested in collaborating on a joint specialty conference on the future of the Built Environment
- Both organizations want to collaborate on enhancing the Integrated Design process
- Both organizations are interested in decarbonization