



Memorandum of Understanding ASHRAE and APPA

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

Founded in 1914, APPA, "Leadership in Educational Facilities" supports educational excellence with quality leadership and professional management through education, research, and recognition.

ASHRAE and APPA agree to support the Memorandum of Understanding to advance and promote the mutual interests of their respective members. We are committed to working together on the following activities and goals for joint mutual benefit:

CONSISTENT LEADERSHIP COMMUNICATION

Recognizing the importance of communication in organizational collaboration, both organizations commit to hold a liaison meeting annually (either in person or via conference call) of designated ASHRAE/APPA senior representatives to:

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

ASHRAE/APPA will appoint members to a joint MOU Coordinating Committee. This Committee will document action items with assigned responsibilities at each meeting and update the Work Plan.

Annex 1. The Coordinating Committee will be responsible for ensuring this MOU is actively pursued through the term of the agreement. The parties responsible for the ongoing management of this agreement are:

FOR ASHRAE:

Jeff Littleton
Executive Vice President, ASHRAE
180 Technology Parkway, NW
Peachtree Corners, GA 30092
Tel: 404-636-8400
Email: jlittleton@ashrae.org

FOR APPA:

Lalit Agarwal
President & CEO, APPA
1643 Prince St.
Alexandria, VA 22314
Tel: 703-684-1446
Email:

MEMBERSHIP

Each organization agrees to provide the other with complimentary reciprocal membership for up to two individuals at a time. The list of individuals will be reviewed and updated as needed on an annual basis.

CONFERENCES AND MEETINGS

Each organization agrees to provide the other with a meeting invitation and two complimentary VIP registrations to the primary annual meeting.

ASHRAE and APPA agree to explore opportunities to provide speakers at the other organization's meetings to help provide updates and perspectives on technologies and trends of mutual interest.

Where mutually beneficial, each organization shall help publicize the other organization's meetings and promote attendance.

CHAPTER COLLABORATION

ASHRAE and APPA agree to coordinate promotion of joint grassroots meetings of respective members. Exchange of Region/Chapter/Section leader contact information will be considered as one way to accomplish this objective.

ADVOCACY

Where mutually beneficial and to the extent allowed by laws and corporate policies, ASHRAE and APPA agree to work together on common public affairs goals and ideologies. 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 the local, state, and federal levels.
- Promoting mutually beneficial positions during the development and passage of state and federal legislation.
- Education of legislators on issues important to the members of each organization.

PUBLICATIONS

Recognizing that electronic and print publications are a primary means of disseminating new technologies, trends, and practices, ASHRAE and APPA agree to:

- Provide at least one complimentary subscription for 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 mutually beneficial ways to translate ASHRAE publications into Spanish and French for distribution in Mexico and Canada, respectively.

EDUCATION

As leading providers of conventional and online educational services and in recognition of the vital role professional development has for our respective members, ASHRAE and APPA agree to:

- Cross-market educational offerings at the chapter, regional, national, and international levels.
- Explore opportunities to co-develop new courses or other training programs that take advantage of overlapping and complimentary expertise between ASHRAE and APPA.
- Discuss ways that certification programs can be promoted, jointly developed, or administered.

TECHNICAL ACTIVITIES COORDINATION

ASHRAE and APPA agree to foster technical cooperation in areas of common interest by:

- Encourage members in each organization to participate on technical committees and task forces.
- Provide opportunities 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.
- Establish liaison representatives to key technical committees where mutually beneficial to do so.

RESEARCH

Recognizing the importance research plays in accelerating the transformation to a more sustainable built environment, ASHRAE and APPA agree to:

- Identify opportunities for research funding from other sources.

ADMINISTRATIVE CONTACTS

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

FOR ASHRAE:

Jeff Littleton
Executive Vice President
ASHRAE
180 Technology Parkway, NW
Peachtree Corners, GA 30092
Tel: 404-636-8400
Email: jlittleton@ashrae.org

FOR APPA:

Lallit Agarwal
President & CEO
APPA
1643 Prince St.
Alexandria, VA 22314
Tel: 703-684-1446
Email:

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 by written agreement.

LEGAL STANDING

This MOU reflects a commitment by ASHRAE and APPA to continue and enhance their working relationship and individual efforts toward achieving 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 written agreement. In addition, this MOU does not create a partnership, joint venture, fiduciary relationship, or similar relationship between ASHRAE and APPA. Furthermore, it is understood that this Memorandum of Understanding is conceived as a dynamic document, meant to change as circumstances and priorities warrant. It may be modified or amended by written agreement between both organizations.

FOR ASHRAE:

M. Dennis Knight, Society President
Printed Name / Title

M. Dennis Knight
Signature

2/9/2025
Date

Jeff Littleton, Exec VP
Printed Name / Title

[Signature]
Signature

2/9/2025
Date

FOR APPA:

Lalit Agarwal / CEO
Printed Name / Title

Lalit
Signature

02/09/2025
Date

Printed Name / Title

Signature

Date