



ASHRAE Philadelphia Chapter: YEA Scholarship Nomination Form

Nominations may be submitted by any active member of ASHRAE Philadelphia Chapter. The Young Engineers in ASHRAE Scholarship is awarded yearly to one YEA member who demonstrates a **high level of job performance and participation within ASHRAE, including attendance at chapter meetings and interest or participation in ASHRAE roles and responsibilities.** YEA members are ASHRAE members who are 35 years of age or younger. Nominations are reviewed and judged by ASHRAE Philadelphia Chapter's Board of Governors (BOG). Nominations and attachments become the property of the Board.

Criteria:

The following criteria will be used in selecting a YEA member ("member") for the award:

- **Job Performance:** Unique situations where member consistently goes above and beyond what is required for a particular job. Member displays the values of teamwork, collaboration, and partnership.
- **Attendance:** Member attends monthly ASHRAE meetings.
- **Internal/External Relationships:** A unique experience where a company or the public was positively affected by member's actions, attitude or demeanor. Member displays the core ethical values of an engineer.
- **Contribution:** Member should contribute to charitable, civic, and/or technical affairs.
- **Leadership/Initiative:** Member should possess leadership/initiative qualities, with at least one specific example provided on the nomination form.
- **Participation:** Member should show interest or have demonstrated active participation in ASHRAE.

YEA member must meet the following requirements:

- **Work Status:** Part-Time, Full-Time, or actively searching.
- **Age:** Member must be 35 years of age or younger.

Please return the completed nomination form to the YEA Committee Chair via email to c021yea@ashrae.net.

- **Membership Status:** Member must have an active form of membership with ASHRAE Philadelphia Chapter, e.g. Affiliate, Associate, Student member in transition to membership upgrade, or Full Member.

YEA Scholarship

Procedure/Process:

1. Criteria and current edition of the nomination form will be posted on the ASHRAE Philadelphia Chapter website, www.ashraephilly.org, and an announcement regarding the YEA scholarship will be included in the *Quaker City Climate* newsletter.
2. Completed forms will be sent to YEA Committee Chair via email to c021yea@ashrae.net.
3. Each nomination will be logged and referred to Board of Governors for clearance to ensure the criteria for YEA scholarship are met.
4. The YEA scholarship winner and his or her corresponding department head will be notified prior to the ASHRAE meeting where the winner will be announced and receive his or her award.
5. The YEA scholarship winner will be notified of award options prior to the ASHRAE meeting where the announcement of the winner will take place. The winner will receive a plaque for achievement at this meeting. The award given will have a maximum value of \$500. The winner must claim his or her award within one year. The winner may choose one or more of the following options, where the option or combination of options chosen shall be of equal or lesser value of the award:
 - a. Sponsorship for Principles and Practice of Engineering (PE) or Fundamentals of Engineering (FE) preparatory course
 - b. Sponsorship for ASHRAE Basic or Advanced HVAC System Design course
 - c. Sponsorship for other online or classroom engineering course
 - d. Sponsorship for engineering textbook or e-book
 - e. ASHRAE membership renewal paid for one year
 - f. Paid registration for YEA social event (Limit 2)

Please return the completed nomination form to the YEA Committee Chair via email to c021yea@ashrae.net.

YEA Scholarship Nomination Form

Nominee's Information

Name:
Company:
Office telephone:
Work email:

Nominator's Information

Name:
Company:
Office telephone:
Work email:
Signature:
Date:

REASON FOR NOMINATION

(See the attached guidelines. If additional space is needed, please attach information to form.)
Why does this nominee deserve to be awarded the YEA scholarship?

Describe how the nominee demonstrates excellence in the area of **Job Performance**. Give specific examples:

List the nominee's approximate number of ASHRAE monthly meetings attended within the past couple years to demonstrate **Attendance**.

Please return the completed nomination form to the YEA Committee Chair via email to c021yea@ashrae.net.

Describe how the nominee demonstrates excellence in the area of **Internal/External Relationships**. Give specific examples:

Describe how the nominee demonstrates excellence in the area of **Contribution**. Give specific examples:

Describe how the nominee demonstrates excellence in the area of **Leadership/Initiative**. Give specific examples:

Describe how the nominee demonstrates excellence in the area of **Participation**. Give specific examples:

Please return the completed nomination form to the YEA Committee Chair via email to c021yea@ashrae.net.

LIST OUTSTANDING ACCOMPLISHMENTS (INCLUDE AWARDS, LETTERS OF APPRECIATION, ETC.)

Please return the completed nomination form to the YEA Committee Chair via email to c021yea@ashrae.net.