

The Research and Technical Activities Report – Annual Meetings – 2018

DEADLINES

The following deadlines apply for the next several months. Please recognize they are not arbitrarily set, but are set to meet subsequent events. So if you miss them, your input may be delayed for six months or in some cases, for a year. All research submissions should be sent to the Manager of Research and Technical Services (MORTS), Mike Vaughn, (morts@ashrae.net).

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| July 9, 2018 | Final Conference Papers (Includes Bio, Learning Objectives and Methods of Assessment) due to Conferences & Exposition Committee (CEC) for final review for the 2019 winter meeting in Atlanta, GA. |
| July 23, 2018 | Conference and Technical Paper Final Accept/Reject Notifications for 2019 winter meeting in Atlanta, GA. sent by CEC. |
| August 3, 2018 | Submission deadline for program proposals (seminars and forums) for the 2019 winter meeting in Atlanta, GA. Conference Website: www.ashrae.org/atlanta/ |
| August 6, 2018 | Revised Conference Papers/Final Technical Papers for Atlanta Meeting Due |
| August 15, 2018 | New or revised Work Statements and RTARs are due to MORTS for RAC consideration at the 2018 Fall RAC meeting. |
| August 20, 2018 | Conference and Technical Paper Final Accept/Reject Notifications for Atlanta sent by ASHRAE |
| August 21, 2018 | Full Technical paper drafts and Conference paper abstracts are due for the 2019 Annual Meeting in Kansas City, MO. Conference Website: www.ashrae.org/kansascity/ |
| August 30, 2018 | TC/TG/TRG meeting minutes from the Houston meeting are posted on TC website and distributed to membership by this date. |
| August 31, 2018 | Acceptance Notifications for Kansas City Conference paper abstracts sent by ASHRAE |
| September 1, 2018 | Nominations for the 2018-2019 <i>George B. Hightower Technical Achievement Award</i> for TC volunteer efforts over the past four years, in areas except research and standards, are due to TAC section heads. |
| September 1, 2018 | Nominations for the 2018-2019 <i>Service to ASHRAE Research Award</i> for TC volunteer efforts in research over the past five years are due to the RAC research liaison. |
| September 6, 2018 | Seminar, Forum, Workshop Accept/Reject Notifications for 2019 winter meeting in Atlanta, GA sent by CEC. |
| September 28, 2018 | Conference Paper Abstracts Accept/Reject Notifications for 2019 annual meeting in Kansas City, MO sent by CEC. |
| September 15, 2018 | Conditionally approved tentative research projects that are approved for bid or re-bid must have all conditions satisfied with section Research Liaison and be in the hands of the MORTS by this date or sooner if they are to be eligible for possible bid in the fall 2018. |
| October 1, 2018 | Ideal submission date for Unsolicited Research Proposals in order to most likely obtain a funding decision on the proposal at the ASHRAE 2019 winter meeting in Atlanta. |

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- October 5, 2018** Completed TC/TG/TRG meeting room request form for 2019 Winter Conference in Atlanta due to Lizzy Seymour (lseymour@ashrae.org) at ASHRAE HQ. Subcommittee meeting rooms must be requested for each meeting or they will be dropped automatically. Requests for Remote Participation Meeting (RPM) capability must now be requested using this same form only if needed.
- October 5, 2018** Fall 2018 tentative research projects (TRPs) are released for bid.
- October 15, 2018** SY 19-20 *Innovative Research Grant* solicitation for pre-proposals announced through *RP Bidders* Listserv and Research page of ASHRAE website.
- November 30, 2018** Final Conference papers for Kansas City Annual meeting submitted for review to ASHRAE (Includes Bio, Learning Objectives and Methods of Assessment)
- November 30, 2018** TC/TG/MTG/TRG Chairs receive 2018-19 roster update web portal link information for roster update completion.
- December 1, 2018** Applications for the SY 19-20 *ASHRAE New Investigator Award* are due to MORTS.
- December 3, 2018** Nominations for the *ASHRAE Homer Addams Award*, which is given to graduate students assisting in current or recently completed ASHRAE sponsored research projects, are due to MORTS. Award includes \$5,000 honorium.
- December 3, 2018** Bids are due for all Tentative Research Projects (TRPs) released in fall 2018.
- December 3, 2018** New or revised Work Statements and RTARs are due to MORTS for RAC consideration at the 2019 winter meeting.
- December 3, 2018** Innovative Research Grant (IRG) Pre-proposals are due to MORTS for RAC consideration at the 2019 winter meeting.
- December 8, 2018** Final Conference papers for 2019 Annual meeting in Kansas City are due for review (includes BIO, Learning Objectives and Methods of Assessment) – requires approved abstract; Request for Conference Paper Session are also due now.
- December 14, 2018** TC/TG/TRG meeting agenda for the Atlanta meeting is posted to the TC website and distributed to membership by this date or sooner.
- January 2, 2019** Website Opens for Seminar, Forum and Paper Proposals for the 2019 Annual Meeting in Kansas City, MO.
- January 11, 2019** Conference Paper Accept/Revise/Reject Notifications for 2019 Annual meeting in Kansas City, MO sent by CEC.
- January 15, 2019
Midnight** Online Roster update information for 2019-2020 TC/TG/MTG/TRG rosters must be complete and Section Head notified it is now ready for review.
- January 15, 2019
Midnight** Contractor recommendations are due to MORTS for all TRPs that were bid in fall 2018 or before. Place the Proposal Evaluation Summary sheet in MORTS' lockbox outside ASHRAE Headquarters Room in Atlanta or e-mail MORTS at morts@ashrae.net.

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- February 8, 2019** Submission deadline for program proposals (seminars and forums) for the 2019 annual meeting in Kansas City, MO. Conference Website: www.ashrae.org/houston/ .
- February 19, 2019** Conference & Technical Paper Final Accept/Reject Notifications for 2019 Annual meeting in Kansas City, MO sent by CEC.
- March 1, 2019**
(New Date) Applications for ASHRAE Graduate Student Grant in Aid program are due to MORTS.
- March 19, 2019** Seminar, Forum, Workshop Accept/Reject Notifications sent by ASHRAE