

Award Program Policy

January 19, 2016, v8 Final

The PLMA Award Program recognizes those energy industry leaders who create innovative methods to meet peak load needs, mitigate price risks and manage variable generation. Demand response has grown from simply reducing peak loads to balancing supply and demand for increased efficiency and reliability of a smarter grid. Demand response and other methods to balancing intermittent power loads are becoming even more important as renewable energy becomes a larger part of electricity supply.

Nominations are accepted from all industry professionals, regardless of whether they are PLMA member organizations.

The PLMA presents the awards annually at its spring conference.

Awards Committee

The awards evaluation committee shall be composed of people whose companies or organizations are active members of the PLMA. The award committee will be formed of volunteers of the organization and the executive director shall send an announcement annually requesting volunteers for the committee. One member of the committee will be appointed as the chairman of the awards committee by the PLMA executive committee. The awards committee may select to include parties not affiliated with PLMA to evaluate and rank awards, but the chair shall be a PLMA member.

Guiding Policies

All members of the Awards Committee shall be aware and abide with the Conflict of Interest and Whistleblower PLMA policies.

Award Categories

It is the goal of the PLMA to have a consistent set of awards from year to year. However, the awards committee shall annually evaluate the award categories and propose modifications to the award categories to the PLMA executive committee. Any changes to the award categories shall be done prior to the announcement of awards submission.

Evaluation Criteria

The awards committee shall annually evaluate the criteria and propose modifications to the PLMA executive committee. This shall be done prior to the announcement of awards submission.

Nomination Form

The awards committee shall annually evaluate the nomination form and propose modifications and improvements to the PLMA executive committee. This shall be done prior to the announcement of awards submission.

Process Evaluation

The awards committee shall annually provide a self-evaluation of the nomination and awards process and forms prior to the spring conference. The evaluation shall include a summary of what worked well and what needs to be improved. The evaluation shall be presented to the executive committee.

Nomination Process

The evaluation shall be done as follows:

1. The awards committee chairman shall prepare the nomination announcement and have it reviewed and edited by the awards committee.
2. The awards committee chairman shall present the nomination announcement to the executive committee for final review and acceptance.
3. The executive director shall publish the nomination announcement.

Evaluation Process

The evaluation shall be done as follows:

1. The executive director shall take all of the nominations, prepare an evaluators score card and provide the information to each member of the awards committee.
2. Each awards committee member shall evaluate and score the submissions.
 - a. Scoring shall be on a 1-10 scale with 10 being the best score and 1 being the worst score. It is understood that an individual's definition of 1-10 is subjective and an absolute standard definition is not practical. Because the scoring is intended to result in a relative ranking of submissions for committee discussion rather than an absolute threshold for award eligibility, these subjective variances are acceptable and serve the purpose of establishing a relative ranking.
 - b. For guidance, a score of 1 would mean there is no merit or credibility to the program, technology or thought leadership nominee, a score of 5 would mean that there is merit to the nominee but it does not rise above average to be considered exceptional in some way, and a score of 10 would indicate that the nominee has exceptional merit in numerous ways.
 - c. Appendix A provides a definition of the basis for recognition in each category which includes; "outstanding programs", "technology with demonstrated potential to scale" and "contributions that have the potential to shape the industry's future".
3. If an award committee member's company or organization was involved in any substantial manner with the nominated program, they shall not evaluate the nomination and shall recuse themselves from participating in the discussion and from voting on the nomination. The award committee member's evaluation form shall be so noted so that other members can see that the review was recused.
4. The individual scores from the evaluation team shall be assembled into a single form and an aggregated scoring shall be created. This form shall be provided to each member of the awards committee.
5. The awards committee chairman shall conduct a session with the awards committee members to review the scoring and select award winners.
6. The awards committee chairman shall present the award winners to the executive committee for final review and acceptance.

13th PLMA Award Categories

The PLMA Awards Program, for achievements during the previous calendar year, recognizes industry leaders who create innovative ideas, methods, programs and technologies that manage end use loads in order to meet peak load needs, mitigate price risks and support successful grid integration of distributed generation assets. In so doing, those honored have made exceptional contributions to the industry’s ability to achieve real time balance of supply and demand for electricity; resulting in increased efficiency, economy and a smarter, more reliable electric grid.

Award	Recognition	Recipient Categories
Program Pacesetter	Innovative solutions require excellent program design and delivery. The Program Pacesetter Award seeks to recognize outstanding programs that effectively support and deliver peak load management.	Utility or Regulator
		Independent System Operator or Regional Transmission Operator
		Aggregator or Marketer
Technology Pioneer	Achieving the potential for peak load management can be greatly enhanced by technology. The Technology Pioneer Award seeks to recognize innovative applications of technology with demonstrated potential to scale.	Consumer
		Solutions Provider
		Manufacturer
Thought Leader	Education, Research and Outreach are key elements in any market transformation. The Thought Leader Award seeks to recognize the impact projects, outreach campaigns and individual contributions that have the potential to shape the industry’s future.	Individual
		Organization
		Project

1. The recipient categories are arranged in this table adjacent to the most likely award category.
2. As appropriate, any of the individual recipient categories can be associated with any of the three award categories.
3. An organization may belong in more than one category.
4. The awards committee may make multiple awards or no awards in each category each year.

Award Evaluation Criteria

- Value of demand or energy reductions during peak periods
- Program clarity, flexibility and ease of participation
- Program management
- Innovative use of technology
- Customer performance/satisfaction/awareness
- Cost effectiveness
- Long-term viability

Task	Complete Target	Task	Responsible	Notes	Audience	Artifact
1	Mid Dec	Review Policy	Co-Chairs	Web call and annual Review and Updates of Policy, Timeline, Categories, Criteria.	Executive Committee	Final Policy Document
2	Early Jan	Update Call for Nominations Materials	Co-Chairs	Update circulate to board and finalize nomination form and press release.	Awards Committee, Board	Nomination Form, PR Documents
3	Early Jan	Outreach to Potential Committee Volunteers	Executive Director	Seek volunteers to serve as judges standing program committee.	PLMA Members	List of Committee Members
4	Mid Jan	Broadcast Call for Nominations	Executive Director	Prepare PLMA Web Page, & E-Blast, release PR on wire and circulate E-blast, engage and provide content to Media Partners.	General Release	E-Blast 1, Web Page Content
5	Mid Jan	Winter Committee Call	Co-Chairs	Brief Committee on program schedule of activities, engage committee in process.	Awards Committee	Agenda, Minutes
6	Late Jan to Late Feb	Call for Nominations - Networking	Committee and Board	Committee and Board Members to network and encourage nominations as appropriate.	Networks	
7	Early Feb	Distributech Panel	Executive Director	Organize and present prior year PLMA awards panel within Distributech Demand Response track.	Distributech Attendees	Panel PPT Deck
8	Early Feb	Call for Nominations - Reminder	Executive Director	Circulate follow-up call for nominations E-Blast.	PLMA Members and E-mail List	E-Blast 2
8.5	Mid Feb	DR Dialog	Executive Director	DR Dialogs sessions featuring award winners, moderated by Committee members.	Webinar Attendees	E-Blasts, Recorded Dialogs
9	Late Feb	Call for Nominations - Last Call	Executive Director	Circulate last call for nominations E-Blast.	PLMA Members and E-mail List	E-Blast 3
10	Early March	Deadline for Nominations				

11	Early March	Prepare Evaluation Materials	Executive Director	Prepare evaluation spreadsheet and drop-Box access to nominations.	Awards Committee	Evaluation Spreadsheet Tool
12	Early March	Review Nominations	Committee	Review all nominations according to guidelines and score or 'recuse' each nomination. Send results to Executive Director for compilation.	Executive Director	Individual Ranking Spreadsheets
13	Mid March	Rank Nominations	Co-Chairs and Committee	Convene Committee online to review compiled scores, discuss nominations, categories and rankings.	Awards Committee	Consolidated Evaluation Spreadsheet Summar
14	Mid March	Select Winners	Co-Chairs	Consolidate Committees input and provide to Executive Director.	Executive Director	Transmittal Document
15	Mid March	Present Findings	Co-Chairs	Present review of winners and evaluation process with Executive Committee.	Executive Committee	Transmittal Document
16	Mid March	Notify Winners	Executive Director	Notify via e-mail and extend invitation to Spring Conference.	Award Winners	E-Mail Notifications
17	Late March	Prepare Press Release Draft	Executive Director	Prepare award announcement press release draft. Circulate for executive committee and award winners for approval.	Exec Committee, Winner	PR Draft Document
18	Late March	Spring Committee Call	Co-Chairs	Convene Committee online to review summary of award process, Spring Conference panel and DR Dialog calendar/hosts.	Awards Committee	Agenda, Award Process Summary, Minutes
19	Early April	Draft Summary Report	Co-Chairs	Finalize summary of award process, Panel, DR Dialog calendar and promotional planning. Distribute to Executive Committee.	Executive Committee	Final Award Process Summary Document
20	Early April	Confirm Awards Panelists	Executive Director	Confirm award winner representatives to attend spring conference.	Award Winners	List of Award Panelists

21	Early April	Organize Awards Panel	Co-Chairs	Coordinate the awards session at the Spring Conference. Hold panel briefing call. Define and solicit slide material.	Award Panelists	Award Panel Deck Template
22	Mid April	Finalize Awards Panel Deck	Co-Chairs	Deliver final panel deck to Executive Director.	Executive Director	Final Awards Panel Deck
23	Late April	Spring Conference - Board Meeting	Co-Chairs	Present summary of award conference board meeting.	Board Members	
24	Late April	Press Release	Executive Director	Release award announcement, post on web-site, circulate through media partners.	General Release	Press Release, Eblast, Web Content
25	Late April	Spring Conference - Awards Panel	Co-Chairs	Moderate Panel at Spring Conference	Conference Attend	
26	May to August	DR Dialogs	Executive Director	DR Dialogs sessions featuring award winners, moderated by Committee members.	Webinar Attendees	E-Blasts, Recorded Dialogs
27	July	Summer Committee Call	Co-Chairs	Discuss opportunities to support PLMA Strategic Goals by featuring award winners in PR, On-line, Trade Press and Industry Events.	Awards Committee	Agenda, Minutes
28	October	Fall Committee Call	Co-Chairs	Discuss next program cycle, opportunities, objectives, program evolution.	Awards Committee	Agenda, Minutes

Document Revision History

Date	Version	Person	Change/ Modification Description
30 Jan 13	1.0	Board Chair	Approval of Award Policy
5 Jan 15	5.0	Secretary	Edit of Award Policy based on award committee discussions. Correct typos, Add timeline/milestones, and improve category descriptions.
8 Jan 15	6.1	Committee Co-Chairs	Review and provide final draft of the 12th Annual Program version of the categories and descriptions
15 Jan 15	V6 Final	Executive Committee	Review and approve final update for the 12th Annual Program version of the policy.
6 Jan 16	7.1 Draft	Committee Co-Chairs	Review and provide final draft of the 13th Annual Program version of the categories and descriptions. Improved the description and definition of the evaluation method and recuse. Referenced the whistleblower and conflict of interest policies. Updated the award descriptions. Improved the milestone and task chart
19 Jan 16	V8 Final	Executive Committee	Review and approve final update for the 13th Annual Program version of the policy.