

ASHRAE DC FELLOWSHIP PROGRAM

About ASHRAE's Washington, DC Fellowship Program

This program will enable selected ASHRAE members to devote a year working in government providing engineering and technical advice to policy makers in Congress, federal agencies, and the White House.

Federal Government Fellowships provide a valuable public service to the nation while at the same time providing engineers with a unique opportunity to participate directly in the policy making process. This is an exciting, rewarding, and educational period in their professional careers. This enriching experience enables fellows to bring back to their employers an insider's perspective on government decision making that can contribute significantly to the mission and vision of the organization.

There are three types of fellowships available: congressional, White House and federal agency.

1. Congressional Fellowship

The ASHRAE sponsored Congressional Fellowship program provides an opportunity for Society members to work with the U.S. Congress. As federal legislation becomes increasingly technical, the need for engineering expertise is essential. Congressional fellows participate directly in the lawmaking process and learn how the federal government operates. In addition, Congress is provided with the necessary engineering expertise and, at the end of the fellowship year, a fellow's employer has an engineer with in-depth knowledge of congressional decision-making processes.

Once chosen as a congressional fellow, the selectee identifies (with assistance from ASHRAE DC staff) his or her congressional assignment through interviews with congressional offices, with assistance from the ASHRAE government affairs staff, and with reference to the issues identified in the Public Policy Agenda of ASHRAE.

2. White House Fellowship

The ASHRAE sponsored White House Fellowship entails the placement of an ASHRAE member in the White House Office of Science and Technology Policy (OSTP) www.ostp.gov.

As a key player at OSTP, the ASHRAE Fellow will be given an opportunity to work closely with political appointees within the Executive Branch of government who are charged with carrying out the policies of the President of the United States. Responsibilities would also include reviewing congressional testimony, deciphering Government Accountability Office reports, analyzing federal budget requests, and providing scientific and technical expertise to policy-makers.

3. Federal Agency Fellowship

In this assignment, an ASHRAE member would be placed in a pertinent government agency (DOE, GSA, EPA, etc) and would provide a private sector perspective to the host agency. The Fellow would:

- educate agency scientists and engineers on the intricacies of federal policymaking;
- provide scientific expertise and analysis to support agency decision-makers confronting increasingly complex scientific and technical issues;
- foster positive exchange between scientists and agency policymakers;
- empower scientists and engineers to conduct policy-relevant research that addresses challenges facing society; and
- increase the involvement and visibility of scientists and engineers in the public policy realm.

Recruitment and Training

Members participating in the the Fellowship may serve from January through December, or September through August, at their option. An ASHRAE selection committee screens applications and conducts interviews with candidates in late spring. After the interviews, the selection committee may tentatively match finalists with available fellowship opportunities.

Members participating in the Fellowship are required to attend a two-week American Association for the Advancement of Science (AAAS) orientation course in Washington, DC, held in early September of each year. Administered by the American Association for the Advancement of Science (AAAS), the course provides useful training and a foundation for a fellow's network that serves as both a formal and informal resource for participants throughout the fellowship year.

Financial Support of Federal Government Fellows

ASHRAE has a limited number of stipends of \$45,000 per congressional/federal government fellow. Because the stipend is not intended to be the fellow's entire financial support, the remaining salary and other costs, including benefits, must be negotiated between the fellow and his or her employer.

NOTE: Society members selected for congressional fellowships typically take a one-year leave of absence from their employer.

Who Should Apply?

All Fellowship Applicants must be:

- A U.S. citizen

- ASHRAE member at the time of application.

The following credentials are encouraged:

- at least five years of professional experience;
- advanced engineering degree;
- professional engineer registration; and
- public policy experience preferred

To Apply:

To apply, fill out the online application or contact Douglas E. Read at dread@ashrae.org
ASHRAE's Washington Office
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Washington, DC 20036
Phone: (202) 785-3756 - Fax: (202) 429-9417

Program Guidelines

1. Sex, creed, race, ethnic background, and political affiliation are expressly excluded as selection criteria for Fellows.
2. The fellowship does not create an employer-employee relationship with the government or with ASHRAE.
3. During the entire selection process, federal government fellow applicants shall only contact a prospective government host office with the knowledge and consent of the ASHRAE program manager.
4. Except for the congressional fellows, final selection of the federal government fellows is conditional upon consent of the host government office where the fellow will be working during the fellowship year and successful completion of any necessary agreements between the host office and ASHRAE.
5. The federal government fellow may receive a stipend of \$45,000. The remaining salary, moving expenses, and all other costs (including fringe benefits) must be negotiated between the fellow and his or her current employer (if applicable).
6. ASHRAE's financial liability to the federal government fellow does not exceed the amount of any expenses approved by the ASHRAE program manager. No person or entity shall have any claim against ASHRAE for any other expenses nor for the actions of the fellows.
7. Federal government fellows shall be willing to make oral presentations and appearances at a reasonable number of ASHRAE functions during their fellowship year. Travel expenses for such activities will be paid by ASHRAE. Any travel must be approved in advance by the ASHRAE program manager.
8. Fellows are responsible for all out-of-pocket costs once they begin work in Washington; any costs they anticipate for which they wish ASHRAE reimbursement must be approved by the ASHRAE program manager.
9. Fellows must attend an orientation program in Washington, DC preceding the fellowship; his or her employer must be prepared to give the fellow this time off. The orientation program is paid by ASHRAE.
10. Fellows must submit monthly activity reports to the ASHRAE program manager.
11. Fellows must comply with ASHRAE policy on conflict of interest. In addition, White House Fellows must comply with executive branch policies regarding conflict of interest and financial disclosure.
12. Fellows shall not discredit the integrity of the assistance rendered to the Congress, White House, or other government office by permitting improper influence by any organization nor by action that would suggest such influence. Fellows must not engage in any partisan political activities during the term of appointment, including campaign activities.
13. In the event of malfeasance on the part of a fellow, as determined by the ASHRAE Washington Office, the fellowship may be suspended immediately.
14. After they have completed their term, fellows will be asked to serve as adjunct members of the ASHRAE Advocacy Committee and encouraged to participate in the society's public affairs activities.

