

## **AL-IAAO Achievement Award Policy**

### **Section 1: Purpose**

The purpose of this policy is to recognize AL-IAAO members who earn IAAO professional designations through their demonstrated commitment to excellence in the field of property assessment and appraisal.

### **Section 2: Eligibility Requirements**

- (a) Applicants must be active members of AL-IAAO for at least two (2) consecutive years prior to applying.
- (b) Board members are eligible to receive the award; however, they must recuse themselves from any discussion or vote regarding their own eligibility or distribution of award funds.
- (c) Each applicant must submit:
  - (1) A completed award application.
  - (2) A copy of the IAAO designation certificate or official IAAO letter.
  - (3) A signed statement confirming no other IAAO chapter or organization has issued a financial award for the same designation.
- (d) Applicants are encouraged to attend the AL-IAAO annual conference to be publicly recognized.

### **Section 3: Eligible Designations**

The following IAAO designations are eligible for award consideration: CAE, RES, AAS, CMS, MAS, PPS, or any other professional IAAO designation approved by the AL-IAAO Board.

### **Section 4: Award Structure**

- (a) Up to \$500 may be awarded for the first IAAO designation earned.
- (b) Up to 50% of the first award amount may be granted for the second and each subsequent designation.
- (c) Each designation is eligible for a one-time award only.
- (d) All awards are subject to available funding and final approval by the AL-IAAO Board.

### **Section 5: Budget and Funding**

- (a) Award funds shall be included in the AL-IAAO budget on an annual basis.
- (b) Unused funds may be encumbered for future awards.

(c) The total encumbered balance shall not exceed three (3) times the current annual budgeted amount.

(d) The award budget and encumbrance cap shall be reviewed by the Board annually.

(e) If funding is unavailable in a given year, awards may be delayed or issued as a certificate or plaque at the discretion of the Board.

### **Section 6: Retroactive Awards**

(a) Members who earned a designation prior to the adoption of this policy may be eligible for a retroactive award.

(b) Retroactive awards shall be distributed gradually over time, based on available funds and Board approval.

(c) Recipients shall be prioritized in order of the date the designation was earned.

(d) If funding is unavailable in a given year, the award shall remain encumbered until paid.

(e) Depending on the adoption date of this policy, members earning a designation between January 2025 and the adoption date may be included in the current fiscal year's award budget and recognized at the January 2026 AL-IAAO Annual Conference.

### **Section 7: Conflict of Interest**

(a) To maintain quorum and ensure proper governance, Board members eligible for a retroactive award may vote on the adoption of this policy.

(b) Such members must recuse themselves from voting on any individual award decisions or funding distributions where a conflict may exist.

### **Section 8: Additional Conditions**

(a) No applicant shall receive a monetary award from AL-IAAO if they have already received such an award from another IAAO chapter, affiliate, or organization.

(b) All application documents shall be retained in AL-IAAO records for verification and audit purposes.

(c) Under no circumstances shall any award exceed the maximum amount approved by this policy.