

## Urgent/Time Sensitive AWPAs Standardization Proposal Fee Policy

In addition to AWPAs annual standardization process, the Technical Committee Regulations allow for a special spring standardization cycle to consider proposals which are, in the opinion of the proponent, urgent and/or time sensitive. A second standardization process within a single year incurs additional costs. The purpose of this Policy is to establish the fee amount to be charged by AWPAs in order to process proposals, administer additional committee meeting(s), conduct committee ballots, communicate with the proponent(s), voters, and members on standardization activities, conduct the negative resolution process and recirculation ballots if necessary, maintain standardization activity reports, and publish a supplement to the AWPAs Book of Standards.

When urgent and/or time-sensitive proposals are received, AWPAs shall notify each proponent of the fee amount which will be required if a special spring cycle is approved. If the proponent agrees to the amount, the proposals will be submitted to the Executive Committee at their winter meeting, where a decision will be made to either allow consideration by the Technical Committee(s) during the special spring cycle, or if consideration during the regular annual cycle is more appropriate. If consideration in the spring is allowed, a deadline for payment of fees shall be established by AWPAs and such fees shall be paid to AWPAs by the proponent prior to processing any proposals for the proponent or scheduling meetings for any Technical Committee.

Fees shall be charged on a per-committee basis, regardless of the number of proposals submitted or the number of standards affected. For example, if a proponent submits 10 proposals affecting 3 standards for a single committee, the fee will be charged once. However, if a proponent submits 10 proposals affecting 3 standards requiring consideration by 3 separate committees, three times the fee amount will be charged.

The amount of the fee shall be determined as follows: For the three most recent years when in-person Fall Technical Committee Meetings were held and for which an audited financial statement is available, the sum of AWPAs total functional expenses for the program service "Book of Standards", less any expenses for special standardization cycles shall be calculated (three-year net standardization expenses). This amount shall be divided by the sum of the number of committees which considered proposals during the Fall Technical Committee Meetings over the same three years (three-year sum of committees). This amount shall be multiplied by 1.5 to cover any unforeseen or additional costs for standardization that year. The resulting amount is the non-refundable fee amount to be charged to each proponent on a per-committee basis by AWPAs.

$$\text{Per Proponent, Per Committee Fee Amount} = \frac{\text{Three year net standardization expenses}}{\text{Three year sum of committees}} \times 1.5$$

AWPAs is managed by an Association Management Company (AMC) which provides services for one standardization cycle per year. A special spring standardization cycle is beyond the scope of the services provided, so in lieu of a negotiated rate for additional services each time a special spring standardization cycle is authorized, the AMC shall be paid by AWPAs 43% of the sum of all fees charged to proponents.