

## OVERVIEW

The CACEA Awards Program recognizes excellence, leadership, and contribution within the Energy Advisor (EA) community. The program celebrates individuals at all stages of their careers, from emerging professionals to those who have made lasting contributions to the industry.

## AWARD CATEGORIES

### 1. Rising Star Award

The Rising Star Award recognizes an emerging energy advisors who has demonstrated exceptional promise, professionalism, and impact early in their career as an EA. This individual demonstrates a strong commitment to quality, continuous learning, and advancing energy efficiency practices, while contributing positively to clients, colleagues, and the broader industry.

#### **Eligibility:**

- Active CACEA EA member in good standing.
- Typically ≤ 5 years of experience as a licensed EA.
- Demonstrates adherence to industry standards and best practices and exemplifies CACEA's [Code of Ethics and Professional Conduct Policy](#).

#### **Nomination Process**

- Submit a nomination form to [info@cacea.ca](mailto:info@cacea.ca).
- Can be self-nominated or nominated by a CACEA member in good standing.
- Applications must include at least one letter of support from an industry peer who is not the nominator (mandatory; more letters preferred). The letter should provide firsthand, independent corroboration of the nominee's contributions, e.g., one or two examples the letter writer personally witnessed, rather than restate the nomination statement or address every criterion in full.

#### **Criteria & Weighting:**

- Technical Competence & Quality (*CACEA may reach out to the SO or NRCan to verify.*)(25%)
  - Accuracy and consistency in file submissions and audits.
  - Strong understanding of building science and energy modeling.
  - Attention to detail and compliance with program requirements.
- Professionalism & Client Service (20%)
  - Clear, respectful communication with clients and stakeholders.
  - Ability to manage expectations and deliver a positive client experience.
  - Demonstrates integrity and accountability.
- Commitment to Learning and Professional Growth (20%)
  - Participation in training, qualifications, or mentorship.
  - Demonstrated improvement and openness to feedback.
  - Initiative in staying current with industry changes.
- Industry Engagement and Contributions (15%)
  - Involvement in industry events, committees, or working groups.
  - Knowledge sharing with peers or contribution to best practices.
  - Engagement with CACEA or similar organizations.
- Impact & Initiative (20%)
  - Demonstrates leadership potential.
  - Introduces new ideas, efficiencies, or approaches.
  - Positive impact on their organization, clients, or the EA community.
  - Measurable client outcomes, e.g. rebates secured, upgrades completed, energy savings.

## **Judging Rubric (Scoring Guide)**

| Score           | Description                                                               |
|-----------------|---------------------------------------------------------------------------|
| 1 – Emerging    | Meets basic expectations; limited evidence of impact beyond core duties   |
| 2 – Developing  | Shows growth and some initiative; moderate impact                         |
| 3 – Proficient  | Consistently strong performance; clear contributions and engagement       |
| 4 – Advanced    | Exceeds expectations; demonstrates leadership potential and strong impact |
| 5 – Exceptional | Outstanding across all areas; clear standout among peers                  |

### **Scoring Method:**

- Each criterion scored 1–5.
- Multiply by weighting (%).
- Total score out of 100.

## **2. Trailblazer Award**

The Trailblazer Award recognizes a CACEA member who has made a significant and lasting contribution to advancing the profession, improving industry practices, and/or driving innovation in energy efficiency and building performance. This individual demonstrates leadership, influence, and a commitment to elevating standards, supporting peers, and shaping the future of the EA community.

### **Eligibility:**

- Active CACEA Member in good standing. (May not be a licensed EA).
- Typically 5+ years of experience in the EA-community field (*flexible for exceptional contributions*).
- Demonstrated impact beyond typical ERS EA activities (e.g., industry, program, organization).
- May include those working in consulting, program delivery, training, policy, or leadership roles.

### **Nomination Process**

- Submit a nomination form to [info@cacea.ca](mailto:info@cacea.ca).
- Can be self-nominated or nominated by a CACEA member.
- Applications must include at least one letter of support from an industry peer who is not the nominator (mandatory; more letters preferred). The letter should provide firsthand, independent corroboration of the nominee's contributions, e.g., one or two specific examples the writer witnessed, rather than restate the nomination statement or address every criterion in full.

### **Criteria & Weighting:**

- Industry Impact & Leadership (30%)
  - Demonstrated influence on industry practices, standards, or policies.
  - Leadership roles (formal or informal) within organizations or initiatives.
  - Recognized as a trusted voice or leader among peers.
- Innovation & Advancement (20%)
  - Development or adoption of new approaches, tools, or processes.
  - Contributions that improve quality, efficiency, or consistency in EA work.
  - Forward-thinking approach to emerging challenges and opportunities.
  - Public advocacy through media appearances, published articles, or conference presentations that grow awareness of the EA profession.
- Community Contribution (20%)
  - Mentorship, training, or knowledge-sharing with peers.
  - Active participation in committees, working groups, or associations (e.g., CACEA).
  - Supports growth and professionalism of the EA workforce.

- Cross-sector collaboration bridging contractors, builders, government, and other stakeholders to advance the EA profession.
- Professional Excellence (15%)
  - Consistent demonstration of high standards, ethics, and credibility.
  - Respected by clients, peers, and stakeholders.
  - Upholds and promotes best practices.
- Sustained Commitment (15%)
  - Long-term contributions and consistency over time.
  - Evidence of lasting impact or systemic improvements.
  - Leaves a positive, enduring mark on the industry.

### **Judging Rubric (Scoring Guide)**

| Score                       | Description                                                           |
|-----------------------------|-----------------------------------------------------------------------|
| 1 – Limited Impact          | Contributions are primarily role-based with minimal broader influence |
| 2 – Emerging Influence      | Some contributions beyond core role; impact is developing             |
| 3 – Established Contributor | Demonstrated, consistent contributions with clear industry value      |
| 4 – Industry Leader         | Significant influence, leadership, and recognized contributions       |
| 5 – Trailblazer             | Transformational impact; widely recognized as shaping the industry    |

### **Scoring Method:**

- Each criterion scored 1–5.
- Multiply by weighting (%).
- Total score out of 100.

## **GENERAL NOMINATION REQUIREMENTS (ALL AWARDS)**

- Completed nomination form.
- Detailed nomination statement outlining impact and contributions.
- At least one letter of support (peer, client, or industry leader).
- Supporting examples (e.g., initiatives led, publications, tools developed, committees served).

## **ADJUDICATION PROCESS FOR ALL AWARDS**

1. Nominations reviewed for eligibility.
2. Independent scoring by judges.
3. Scores aggregated and ranked.
4. Final approval and notification.

### **Tie-Breaking Procedure**

- In the event of a tied aggregate score, the Board will review the tied nominations qualitatively against the Guiding Principles below and select the recipient by majority vote.
- Alternatively, and at the Board's discretion, both tied nominees may be recognized as co-recipients in the same award cycle.

### **Consent Edge Cases**

- If a nominee's consent to being named and photographed was not confirmed on the nomination form, CACEA staff will contact the nominee (or, for posthumous nominations, their designated representative) directly to confirm consent before any public announcement.



- If a nominee wins an award but declines to be named or photographed publicly after selection, CACEA will honor that request. The individual will still receive the award; public recognition (website, e-News, ceremony announcement) will be limited to the recipient's consent.

### **Guiding Principles**

- Transparency and fairness.
- Consistency across categories.
- Recognition of diverse contributions.
- Alignment with CACEA's mission and values.

### **Additional Program Standards (All Awards)**

- **Anonymous Judging:** Nominee names and organizations are redacted from the judges at the scoring stage to reduce bias. Judges are aware that self-nominations or narratives referencing specific, identifiable projects may still be recognizable within a small professional community; judges are expected to apply consistent scoring standards regardless of any inferred identity.
- **Awards Ceremony:** The awards will be announced at the EA Exchange lunch. These awards may be withheld if no candidate meets that bar.
- **Photography and Consent:** The nomination form confirms the nominee consents to being named and photographed publicly if they win
- **Recognition:** All recipients will be listed on the CACEA website and celebrated in the e-News following the awards ceremony.