



## **DANIEL GUGGENHEIM MEDAL BOARD OF AWARD**

Sponsoring Societies:

American Institute of Aeronautics and Astronautics  
American Society of Mechanical Engineers  
SAE International  
Vertical Flight Society



## **RULES OF AWARD**

Revised May 1954, May 1985, August 1995, May 1996, April 2002,  
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Administered by the American Institute of Aeronautics and Astronautics  
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The Daniel Guggenheim Medal was established as an international award for the purpose of honoring an individual who makes notable achievements in advancing the safety and practicality of aviation. The Medal recognizes contributions to aeronautical research & development and educational outreach, the development of civil aircraft and equipment, and the application of aircraft to the economic and social activities of the nation.

Provision for the Medal was made in 1928 by the gift of a fund from the Daniel Guggenheim Fund for the Promotion of Aeronautics.

## RULES OF AWARD

### 1. **SCOPE OF THE AWARD**

The Daniel Guggenheim Medal was established as an international award for the purpose of honoring an individual who makes notable achievements in advancing the safety and practicality of aviation. The Medal recognizes contributions to aeronautical research & development and educational outreach, the development of civil aircraft and equipment, and the application of aircraft to the economic and social activities of the nation.

**Guidance:** To provide guidance for Nominators, definitions of words in the scope above are clarified as follows:

- **“international”:** This is intended as an international award recognizing practical and substantial impact on our Nation’s civil aircraft.
- **“individual”:** This is not a team award.
- **“achievements”:** This award is for accomplishments in support of the Guggenheim’s goals for advancing the safety and practicality of civil aviation.
- **“civil”:** This includes commercial aviation that focuses on transporting large numbers of passengers and cargo over long distances and general aviation that encompasses all other civilian aircraft operations other than scheduled commercial airline services. The Guggenheim Medal also recognizes accomplishments for space applications and for military aircraft that have been demonstrated to be having a positive impact on the safety and practicality of civil aviation.
- **“notable”:** There is wide awareness of the positive impact of these accomplishments. Recipients of the medal have included aircraft designers and manufacturers, airline founders and operators, aerospace engineers, scientists, and educators.
- **“safety”:** Accomplishments protecting aviation elements from hazards and risks arising in the operating environment are recognized. These elements may include the aircraft, its passengers, the general public, operations personnel, and supporting infrastructure.
- **“practicality”:** Accomplishments providing positive demonstrated and substantial assistance to aviation are recognized.
- **“aeronautical research & development”:** Individual’s research must be demonstrated to be having a positive impact on the safety and practicality of civil aviation.
- **“development”:** Development means to innovate, improve, or enhance.

- **“educational outreach”**: Education is not limited to primary, secondary, and university classroom teaching, but includes educating the American Public on the safety and practicality of civil aviation.
- **“economic and social activities”**: Business, industry, and geopolitical concerns are defined as the principal economic and social activities of our Nation.

There shall be no restriction on account of nationality, sex, or religion.

## 2. **AWARD**

2a. The Award shall be accompanied by a certificate, which shall recite the origin of the Medal, and the specific achievement for which the award is made. Such certificate shall be signed by the Chair and Vice Chair of the Board making the award. The Certificate shall also be accompanied by an engraved medallion.

2b. The Medal may be awarded annually but not more often.

2c. Board is to select the award winner to be recognized at the AIAA Awards Gala in the year of the award.

2d. Awards shall be made by the Board of Award which include Life Members, five members which shall be designated by each of the sponsoring societies, which are the American Society of Mechanical Engineers, SAE International, American Institute of Aeronautics and Astronautics, and Vertical Flight Society and at-large members.

2e. All living recipients of the award shall be Life Members of the Board of Award.

## 3. **BOARD**

3a. Depending upon year, the Executive Secretary shall request each of the above named four sponsoring societies to designate either one or two members to serve on the Board for a term of three years beginning on 1 July. All appointments should be completed by 30 June of the final term year.

3b. The voting members of the Board shall consist of the Life Members, twenty Members (five representatives from each sponsoring society) and At-Large Member. Each Society is to identify members from various backgrounds and professions. This includes, but not limited to, gender, industry/government/academia organization, country, age and professional interest. No sponsoring society shall have more than five (5) votes.

3c. At-Large Members must be Board Members whose terms have expired and are no longer designated to serve on the board by any of the four societies. At-Large members may be nominated at the annual Board Meeting by a current member and must be approved by an affirmative vote of three-fourths of the members attending said meeting. The term of At-Large member expires yearly but can be renewed at the annual Board Meeting by an affirmative vote of three-fourths of the attending members. The maximum number of At-Large Members at any given time is one.

4. **OFFICERS and EXECUTIVE COMMITTEE**

The officers of this Board of Award shall consist of a Chair and a Vice Chair who shall be elected annually by the Board of Award at its annual meeting. They shall be elected to serve a term of one year, and until their successors shall have been elected and qualified.

The Chair and Vice Chair shall be the Executive Committee and shall perform the functions of the Board between meetings when required for proper conduct of business.

The Chair shall preside over all meetings of the Board and shall perform all other duties incident to the office and be elected from the membership of the Board.

The Vice Chair shall preside in the absence of the Chair.

The duties of the Executive Secretary shall be provided by the American Institute of Aeronautics and Astronautics, as the Administrator of this Board. The Executive Secretary shall prepare the business of the meeting and duly record the proceedings. The Executive Secretary shall conduct the correspondence of the Board and shall keep full records of the same, and shall perform all other duties incident to the office and as may be required.

The American Institute of Aeronautics and Astronautics, acting as Treasurer, shall arrange for the payment of all bills when properly certified. At the annual meeting or whenever requested, the Executive Secretary shall make written report to the Board of Award concerning the financial condition of the endowment fund and shall also perform all other duties incident to this office, and as may be required by the Board of Award.

No officer or member of this Board shall receive from the Board any salary or compensation for services.

5. **VACANCIES**

**5a. Society Representatives.** If a vacancy shall occur among society representatives, the Executive Secretary shall notify the Society, which will appoint a new representative as required in Rule 3.

**5b. Life Members.** Each life member terminates with its holder, and no vacancy shall occur.

6. **QUORUM**

6a. A quorum is established by a minimum of two-thirds of the Board Members representing all four societies.

6b. At least one member from each of the four sponsoring societies shall be present or the society waives its right to vote.

6c. Attendance to a meeting can be satisfied by either in person or virtually.

7. **MEETINGS.**

The annual meeting of the Board shall be held in the Fall. The Executive Secretary shall, to best extent, endeavor to de-conflict the meeting date.

8. **RULES GOVERNING THE AWARD**

8a. On or before 1 March in each year, the Executive Secretary shall send each member of the Board an application form, requesting the member to seek one or more individuals who, in the member's opinion would be a suitable candidate for the Medal and to identify a nominator.

8b. All nominations are due by 1 July with references due 1 August prior to the annual meeting of the same year. The name and support material so received shall be sent by the Executive Secretary to all members of the Board of Award for their review.

8c. Members of the Board of Award in any given year are ineligible as a candidate, nominator or reference for the Medal in order to avoid the appearance of a conflict of interest.

8d. All of the individuals proposed shall be presented to the Board for consideration at the annual meeting. Candidates should be considered on the basis of merit. There must be no set agreement within the Board calling for rotation of the award by the society membership.

From the individuals so presented the Board shall, if possible, select one name to be voted as the candidate for the Award. Affirmative vote of three-fourths of the members who submit their vote shall be necessary for such selection. If less than three-fourths vote are favorable, no Award will be made that year. Death of the candidate subsequent to selection at the meeting of the Board shall not debar said candidate from posthumous Award if the selection is confirmed in regular course. Such posthumous Award shall consist of a certificate and engraved medallion presented to the members of the Medalist's family.

9. **VOTING PROCEDURE**

At the Board meeting, each voting member in attendance will select three names, unordered. Total votes for each name will be tallied and fifty (50) percent of the names receiving the least votes will be eliminated from further consideration. The second vote will allow each voter to cast a vote for two names from those remaining before the Board. After this tally, fifty (50) percent of the names included in the second canvass, receiving the least votes, will be eliminated. If necessary, the third round will allow each voter to select one name from the remaining list before the Board, yielding a singular selection that may be chosen by acclamation.

10. **E-MAIL BALLOT**

The e-mail ballot including the selected candidate's name and citation shall be sent by the Executive Secretary to each member of the Board of Award, on or before 30 days succeeding the annual meeting at which the selection shall have been made. Such e-mail ballots shall be returned to the Executive Secretary within 45 days of the annual meeting for confirmation. Board members who attended the Board meeting to select the candidate

may choose to provide their vote for the selected candidate then and will be excluded from the e-mail ballot.

In the event that the candidate receives affirmative vote of three-fourths of the members who submit their vote within 45 days of the annual meeting, the Board shall be notified of the results, and the person to whom the Award is made shall be officially notified. Each sponsoring society shall also be notified, and public announcements made. If the candidate does not receive the required three-fourths affirmative votes, then there shall be no Award of the Medal for that year.

All proceedings pertaining to selection and balloting shall be confidential and shall not be divulged.

11. **FUNDS**

The funds of the Daniel Guggenheim Medal Board of Award shall be administered by the American Institute of Aeronautics and Astronautics, for the benefit of the Daniel Guggenheim Board of Award. The income thereof shall be used for defraying the cost of the Awards.

12. **AMENDMENTS**

These Rules of Award, after due notice to all members, may be amended, altered, modified, suspended or replaced at any meeting of the members of the Board of Award by the affirmative vote of three-fourths of the members who submit their vote within 45 days or by a like majority by e-ballot of the members, with all the sponsoring societies being represented.