



TIMELINE FOR THE OUTSTANDING BUILDING OF THE YEAR (TOBY) AWARDS

LOCAL

- › Local TOBY “Call for Entries” applications sent to AOBA members in January. Deadline for application submission, late March.
- › TOBY Instructional Seminar held for prospective entrants prior to application deadline.
- › Judging takes place in May. Winners remain confidential until presentation.
- › Awards presented to local winners in June at a luncheon celebration in the DC area.

Note: Local level judging does NOT include a portfolio.

REGIONAL

- › Regional entrants generate an electronic portfolio. BOMA Regional site opens late summer/early fall.
- › Meetings for entrants are held during the process as needed to provide support and review.
- › Draft of portfolio due late in the year, deadline TBD. Entrants receive comments and suggestions from BOMA to enhance final portfolio.
- › Regional electronic portfolios are submitted in final, deadline TBD. After judging, winners are notified prior to awards presentation event.
- › Awards are presented to Regional TOBY winners at the BOMA Middle Atlantic Conference (MAC) in spring (location TBD).

INTERNATIONAL

- › International judging of Regional winners takes place in May in Washington, DC and winners remain confidential until presentation.
- › International level TOBY awards are presented in June each year at the BOMA Convention (location TBD).