



Thank you for entering Stage I of the National "Manager of the Year" (MOTY) Contest. The Portfolio Manager category is open to professional Managers that are actively engaged in managing two or more Association-governed communities.

The application requires 30 minutes and must be completed in one session. Please know, you will not be able to navigate back to a page that has already been completed..

Before you begin, it may be helpful to download a [printable version](#). This will allow you to assemble basic information about the Associations you manage, your professional career, and any continuing education that you have participated in over the past year.

With MOTY, top Managers across the nation have a chance to win **\$3000** and get the recognition they deserve!

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Portfolio Managers

\*Required Question(s)

Progress:

As you go through the application, please answer each question. You will only be able to move from one page to the next after answering all the questions. Again, it is not possible to navigate back to a page that has already been completed.

\* Please provide your contact information:

First Name:	<input type="text"/>
Last Name:	<input type="text"/>
Job Title:	<input type="text"/>
Company Name:	<input type="text"/>
Work Phone:	<input type="text"/>
Email Address:	<input type="text"/> emailaddress@xyz.com
Address 1:	<input type="text"/>
Address 2:	<input type="text"/>
City:	<input type="text"/>
State/Province (US/Canada):	-- Select a state -- ▼
Postal Code:	<input type="text"/>
How did you hear about the MOTY Contest?:	<input type="text"/>

\* Gender:

- Female  
 Male  
 Prefer not to answer  
 Other

\* To become an "Applicant", you must be an **active** Manager (currently managing one or more associations) and you must agree to the Terms & Conditions of the contest as described under [Privacy Policy](#), [Legal](#), and [Official Contest Rules](#).

- I am an active Manager and I accept these terms
- I am not an active Manager and I do not accept these terms

Continue >

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Portfolio Managers

\*Required Question(s)

Progress:

The next 4 questions will be used for statistical purposes only.

\* Approximately how many Associations are managed by your Management Company?

- less than 20 Associations
- 20-50 Associations
- 51-100 Associations
- over 100 Associations

\* How many Associations do you currently manage?

- 2-4 Associations
- 5-7 Associations
- 8-10 Associations
- 11-13 Associations
- >13 Associations

\* What is the combined total number (in # of units or lots) of all the Associations you currently manage?

- < 200 units
- 201 - 630 units
- 631 - 1070 units
- 1071 - 1499 units
- >1500 units

\* What is the combined annual budget (in US\$) of all the Associations you currently manage?

- < \$500,000
- \$500,000 - \$1 million

- \$1 million - \$1.5 million
- \$1.5 million - \$2 million
- > \$2 million

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Portfolio Managers

\*Required Question(s)

Progress:

\* Here are some tough questions we need to get out of the way:

	No	Yes
Are you a resident or Board member of any of the Associations that you currently manage?	<input type="radio"/>	<input type="radio"/>
Has an Association vendor ever performed private work for you at a discount?	<input type="radio"/>	<input type="radio"/>
Have you ever accepted an expensive (over \$250) gift or gratuity from an Association Board member, homeowner, resident, or vendor?	<input type="radio"/>	<input type="radio"/>
Have you ever been subject to disciplinary action by any professional organization?	<input type="radio"/>	<input type="radio"/>
Have you had a professional license or certification suspended or revoked?	<input type="radio"/>	<input type="radio"/>
Have you been convicted of a misdemeanor or felony in the last 10 years?	<input type="radio"/>	<input type="radio"/>

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Portfolio Managers

\*Required Question(s)

Progress:

# Professional Qualifications

\* Years of Experience

	< 5 years	5-10 years	11-16 years	17-22 years	> 22 years
How long have you held the position of a professional Community Association Manager?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
How long have you been involved in the Community Association Industry?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

\* What professional Manager designations have you earned?

- None
- CAI: AMS
- CAI: PCAM
- CAI: LSM
- NBC-CAM: CMCA
- Arizona: CAAM
- California: CCAM
- Florida; CAM
- Nevada: CAM
- Other

\* In the past 2 years, indicate the fraction of your Associations that have...

	None	Less than half	Half	More than half	All
Been "turned over" to another Manager in your Management					

<b>Company?</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Been "taken over" by another Management Company?</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Expressed a high degree of Boardmember satisfaction?</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Expressed a high degree of Homeowner/Resident satisfaction?</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

\* In the past 2 years, indicate how many...

	None	1-3 per year	4-6 per year	7-9 per year	10 or more per year
<b>Published articles you have authored or significantly contributed to?</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Speeches or presentations/panel participation that you have given at industry events?</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Industry-related programs (trade shows, mixers, community--based activities, charitable events, etc.) you have attended?</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Classes you have taught?</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Relationships you have developed or cultivated with industry peers or outside agencies?</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Volunteer teams or committees you have served on in your trade organization or community?</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Awards you have received?</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

\* Over the past 2 years, how much time (average # of hours per week) have you devoted outside of your fulltime or part-time work commitment to keep up with the latest marketplace trends, develop new skills, volunteer in the industry, and grow as a Community Manager?

less than 1 hour/week	1-3 hours/week	4-6 hours/week	7-9 hours/week	10 or more hours/week
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Continue >



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Portfolio Managers

\*Required Question(s)

Progress:

## Areas of Responsibility

\* Please indicate your level of responsibility in "managing" the processes, tasks, or procedures in any of the following areas over the past 2 years:

	I have no responsibility	I have some responsibility	This is one of my major responsibilities
<b>Annual Audit/Financial Review</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Annual Board Elections</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Annual Budget Process</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Annual Community-Building Events</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Annual Insurance Review</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Annual Reserve Fund Investment Review</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Annual Reserve Study Update</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Annual Safety/Security Review</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Annual Tax Filings</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Annual Vendor Evaluations</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

\* Please indicate your level of responsibility in "managing" the processes, tasks, or procedures in any of the following areas over the past 2 years:

	I have no responsibility	I have some responsibility	This is one of my major responsibilities
<b>Accounts Payable</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Accounts Receivable (Billing)</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Architectural Guidelines Enforcement</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Banking</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

<b>Collections</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Financial Reporting</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Governing Document Enforcement</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Legal Issues</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Rules Enforcement Issues</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

\* Please indicate your level of responsibility in "managing" the processes, tasks, or procedures in any of the following areas over the past 2 years:

	I have no responsibility	I have some responsibility	This is one of my major responsibilities
<b>Board Meetings</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Board Communications</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Board Inquiries</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Resident/Homeowner Inquiries</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Community Communications (newsletters, etc.)</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Community Websites</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Common Area: Property Maintenance Issues</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Common Area: Major Repair &amp; Replacement Projects</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Prospective Buyer Inquiries</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Property Sale/Purchase Disclosures</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

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Portfolio Managers

Progress:

## Management Expertise

This next section of the application covers (9) different areas of "Management Expertise". Each area should take approximately 1-2 minutes to complete. In each area, you will have an opportunity to:

1. Provide details about the scope of your responsibilities
2. Rate your level of knowledge
3. Answer at least one question that relates specifically to the portfolio of Associations that you manage
4. Tell us whether or not you can "take any credit" for major improvements or turnarounds in that area or have gone above and beyond the call of duty
5. Provide details about how you have invested in your own continuing education in that area

If you can "**take credit for a major improvement or turnaround**" or "**gone above and beyond the call of duty**" at any of your Associations, we encourage you to set aside your humility and do a bit of bragging!

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Portfolio Managers

\*Required Question(s)

Progress:

# 1. Accounting & Banking

(preparing for the annual audit/review and tax filing requirements, coordinating with accounting & tax specialists, reviewing accountant's work, presenting results to the Board, open bank accounts, prepare checks, sign checks, reconcile bank accounts, coordinate with banking & investment specialists, oversee investments, etc.)

\* Are you responsible for "managing" any of the necessary processes, tasks, or procedures involved in this area?

- Yes
- No

Continue >

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Portfolio Managers

\*Required Question(s)

Progress:

\* How would you rate your "Accounting & Banking" knowledge?

1 (average)	2	3	4	5 (extraordinary)
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

\* Can you take credit for any major Association improvements or turnarounds in this area or gone above and beyond the call of duty? If yes, briefly describe in "Comment".

- Yes  
 No

Comment:

▲  
▼

◀
▶
⌵

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\* In the past 12 months, did you engage in any Continuing Education programs related to this area? If yes, please use the "Comment" field to specify course dates and titles.

- Yes  
 No

Comment:

▲  
▼

◀
▶
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Portfolio Managers

\*Required Question(s)

Progress:

## 2. Board Elections, Meetings, and Communications

(prepare for elections, coordinate with election specialists, communicate, develop and implement election procedures, review, serve as board liaison, train, educate, meet, inform, advise, guide, correspond, prepare agendas and information packets, develop administrative calendars, organize and participate in meetings, respond to inquiries, maintain minutes & resolutions, etc.)

\* Are you responsible for "managing" any of the necessary processes, tasks, or procedures involved in this area?

- Yes  
 No

Continue >

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Portfolio Managers

\*Required Question(s)

Progress:

\* How would you rate your knowledge in this area?

1 (average)	2	3	4	5 (extraordinary)
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

\* Do you offer a training program for new boardmembers?

Yes  
 No

\* What is the fraction of your Associations...

	None	Less than half	Half	More than half	All
<b>with written "Board Election" procedures for ensuring a fair and independent election process?</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>with boards that have received from you a written Code of Ethics</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

\* How many days after the Board meeting are the minutes delivered to the Board?

less than 7 days	7-14 days	15-21 days	22-30 days	more than 30 days
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

\* What is your average response time to a Boardmember inquiry?

less than 1 business day	1 business day	2-3 business days	4-6 business days	more than 7 business days
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>



\* Can you take credit for any major Association improvements or turnarounds in this area or gone above and beyond the call of duty? If yes, briefly describe in "Comment".

- Yes
- No

Comment:

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\* In the past 12 months, did you engage in any Continuing Education programs related to this area? If yes, please use the "Comment" field to specify course dates and titles.

- Yes
- No

Comment:

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Portfolio Managers

\*Required Question(s)

Progress:

### 3. Budget- Operating and Reserves

(research prior year budget line items, reduce costs, develop new budget, review budget, communicate budget to the Board, review scope and schedule of repairs and replacements, coordinate with Reserve Specialists, review budgeted reserve contribution, apply for loans, organize special assessments, communicate to the Board, etc.)

\* Are you responsible for "managing" any of the necessary processes, tasks, or procedures involved in this area?

- Yes
- No

Continue >

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Portfolio Managers

\*Required Question(s)

Progress:

\* How would you rate your "Operating and Reserve Budget" knowledge?

1 (average)	2	3	4	5 (extraordinary)
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

\* What fraction of your Associations...

	None	Less than half	Half	More than half	All
have a reliable annual process for reviewing the budget?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
have balanced budgets?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
have "current fiscal year" Reserve Studies?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
have financially healthy (% Funded >70%) Reserve Funds?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
have been free of Special Assessments the past 2 years?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
have an established relationship with an independent Reserve Specialist?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

\* Can you take credit for any major Association improvements or turnarounds in this area or gone above and beyond the call of duty? If yes, briefly describe in "Comment".

- Yes
- No

Comment:

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\* In the past 12 months, did you engage in any Continuing Education programs related to this area? If yes, please use the "Comment" field to specify course dates and titles.

Yes

No

Comment:

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[Continue >](#)

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Portfolio Managers

\*Required Question(s)

Progress:

## 4. Insurance, Safety and Security

(process claims, coordinate with insurance specialists, review policies, arrange repairs, communicate to the Board, assess, review, coordinate with safety and security specialists, prepare written plans and procedures, etc.)

\* Are you responsible for "managing" any of the necessary processes, tasks, or procedures involved in this area?

- Yes
- No

Continue >

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Portfolio Managers

\*Required Question(s)

Progress:

\* How would you rate your "Insurance, Safety and Security" knowledge?

1 (average)	2	3	4	5 (extraordinary)
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

\* What fraction of your Associations...

	None	Less than half	Half	More than half	All
have had a professional, independent review of their Master Insurance policy in the past 5 years?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
have a "stand-alone" Directors & Officer's (D&O) liability policy?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
have developed and implemented "Safety" or "Security" policies & procedures?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
have developed and implemented "Emergency" or "Disaster" plans?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

\* Can you take credit for any major Association improvements or turnarounds in this area or gone above and beyond the call of duty? If yes, briefly describe in "Comment".

- Yes
- No

Comment:

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In the past 12 months, did you engage in any Continuing Education programs related to this area? If yes, please use the "Comment" field to specify course dates and titles.

Yes

No

Comment:

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Portfolio Managers

\*Required Question(s)

Progress:

## 5. Financial Operations

(oversee or review Accounts Payable, Accounts Receivable, billing, collection, financial reporting, etc.)

\* Are you responsible for "managing" any of the necessary processes, tasks, or procedures involved in this area?

- Yes
- No

Continue >



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Portfolio Managers

\*Required Question(s)

Progress:

\* How would you rate your "Financial Operations" knowledge?

1 (average)	2	3	4	5 (extraordinary)
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

\* Fraction of your Associations...

	None	Less than half	Half	More than half	All
where Financial Statements presented to the Board required major correction in the past 2 years?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
where Accounts Payable is up to date (A/P > 90 days is less than 2% of annual budget)?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
where a Turnaround program was successful in overcoming major financial setbacks?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
where financial innovation (revenue -producing or cost reducing) eased financial burdens while maintaining amenities & services?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

\* Can you take credit for any major Association improvements or turnarounds in this area or gone above and beyond the call of duty? If yes, briefly describe in "Comment".

- Yes
- No

Comment:

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\* In the past 12 months, did you engage in any Continuing Education programs related to this area? If yes, please use the "Comment" field to specify course dates and titles.

Yes

No

Comment:

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Portfolio Managers

\*Required Question(s)

Progress:

## 6. Community Building & Homeowner/Resident Communications

(serve as community liaison, implement activities & events, deliver communications to homeowners and residents, respond to inquiries, etc.)

\* Are you responsible for "managing" any of the necessary processes, tasks, or procedures involved in this area?

- Yes
- No

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Portfolio Managers

\*Required Question(s)

Progress:

\* How would you rate your "Community Building & Homeowner/Resident Communications" knowledge?

1 (average)	2	3	4	5 (extraordinary)
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

\* What is the fraction of your Associations...

	None	Less than half	Half	More than half	All
where new homeowners/residents receive "Welcome Packages"?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
where there is at least ONE family-friendly, community-building event each year?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
that use email, newsletters, social media, website and other communications effectively?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
that have a noticeable sense of Community pride?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
that have affiliated with volunteerism programs to support non-profit and charitable causes?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

\* What is your average response time to a Homeowner/Resident inquiry?

less than 1 business day	1 business day	2-3 business days	4-6 business days	more than 7 business days
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

\* Can you take credit for any major Association improvements or turnarounds in this area or gone above and beyond the call of duty? If yes, briefly describe in "Comment".

- Yes
- No

Comment:

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\* In the past 12 months, did you engage in any Continuing Education programs related to this area? If yes, please use the "Comment" field to specify course dates and titles.

- Yes
- No

Comment:

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Portfolio Managers

\*Required Question(s)

Progress:

## 7. Governance & Legal Issues

(enforce governing documents, enforce rules, or architectural and landscaping standards, track lawsuits, oversee dispute resolution cases, serve as legal liaison, coordinate with legal specialists, etc.)

\* Are you responsible for "managing" any of the necessary processes, tasks, or procedures involved in this area?

- Yes
- No

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Portfolio Managers

\*Required Question(s)

Progress:

\* How would you rate your "Governance & Legal Issues" knowledge?

1 (average)	2	3	4	5 (extraordinary)
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

\* Fraction of your Associations...

	None	Less than half	Half	More than half	All
<b>who have an established relationship with an independent Attorney that specializes in community associations?</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>where Governing Documents, Rules, Architectural &amp; Landscape standards are enforced in a fair, professional, &amp; timely manner?</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

\* Can you take credit for any major Association improvements or turnarounds in this area or gone above and beyond the call of duty? If yes, briefly describe in "Comment".

- Yes
- No

Comment:

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\* In the past 12 months, did you engage in any Continuing Education programs related to this area? If yes, please use the "Comment" field to specify course dates and titles.

- Yes

No

Comment:

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Portfolio Managers

\*Required Question(s)

Progress:

## 8. Property Maintenance

(inspect common area property, investigate maintenance issues, solicit bids, coordinate with vendors, oversee and assess maintenance work, inspect common area landscaping, solicit landscaping bids, coordinate with landscape specialists, oversee and assess landscape work, etc.)

### \*Property Maintenance

Are you responsible for "managing" any of the necessary processes, tasks, or procedures involved in this area?

- Yes
- No

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Responses will NOT be recorded.



Portfolio Managers

\*Required Question(s)

Progress:

\* How would you rate your "Property Maintenance" knowledge?

1 (average)	2	3	4	5 (extraordinary)
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

\* Fraction of your Associations...

	None	Less than half	Half	More than half	All
with a written or standardized protocol for handling common area maintenance requests?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
with a long-term landscape maintenance vision designed to keep the property looking its best?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
where landscape maintenance has contributed to making the property stand out in a positive way in the neighborhood or city?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
that have invested in water management and conservation programs?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
that have adopted environmentally sustainable landscape practices and policies?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

\* Can you take credit for any major Association improvements or turnarounds in this area or gone above and beyond the call of duty? If yes, briefly describe in "Comment".

- Yes
- No

Comment:

500 characters left.

\* In the past 12 months, did you engage in any Continuing Education programs related to this area? If yes, please use the "Comment" field to specify course dates and titles.

- Yes
- No

Comment:

500 characters left.

Continue >

**THIS IS A TEST VERSION OF THIS SURVEY**  
Responses will NOT be recorded.



Portfolio Managers

\*Required Question(s)

Progress:

## 9. Reserve Projects

(inspect common area reserve components, investigate reserve issues, solicit bids, coordinate with vendors, plan, oversee and assess repair and replacement projects, etc.)

\* Are you responsible for "managing" any of the necessary processes, tasks, or procedures involved in this area?

- Yes
- No

Continue >

**THIS IS A TEST VERSION OF THIS SURVEY**  
**Responses will NOT be recorded.**



Portfolio Managers

\*Required Question(s)

Progress:

\* How would you rate your "Reserve Projects" knowledge?

1 (average)      2      3      4      5 (extraordinary)

---

                      

\* What is the fraction of your Associations with a written list of scheduled reserve projects for the current and next fiscal year?

None      Less than half      Half      More than half      All

---

                      

\* Can you take credit for any major Association improvements or turnarounds in this area or gone above and beyond the call of duty? If yes, briefly describe in "Comment".

- Yes
- No

Comment:

500 characters left.

\* In the past 12 months, did you engage in any Continuing Education programs related to this area? If yes, please use the "Comment" field to specify course dates and titles.

- Yes
- No

Comment:

500 characters left.

Continue >



Thank you for applying to the [National "Manager of the Year" Contest!](#)

All eligible applications will be reviewed, scored and ultimately ranked based upon these results. If your ranking qualifies you as one of the Stage I "Portfolio Manager" finalists, you will be contacted via email and invited to enter Stage II of the competition with a chance to win **\$3000**.

**Good Luck!**

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