

Establishment and Review of an APTA National Award



BOD Y11-25-04-01 [Amended BOD Y04-20-07-08] [Formerly titled: Establishment of an APTA National Award]

The American Physical Therapy Association, through its Honors & Awards Program, formally recognizes individuals, institutions, and APTA Member Groups whose contributions to the profession or to the association are outstanding, substantial and satisfy the approved criteria for the honor or award. APTA's honors and awards provide national attention and recognition for the contributions of the recipients and enhance the reputation and public awareness of the entire profession. For individual members so recognized, association honors and awards represent the highest level of peer recognition.

Corporate-sponsored awards provide national attention and recognition for the contributions of both the recipients of these awards and those of the sponsoring corporation. Corporations sponsoring an association award demonstrate their commitment to furthering physical therapist practice, education, and research.

All awards within APTA's Honors & Awards Program require membership in the association if the award is made to an individual(s) who is expected to satisfy the Membership Qualifications Prescribed by the Board of Directors as outlined in the Association policy APTA Dues and Membership and Affiliate Qualifications.

I. Establishing an Award to Recognize the Contributions of a Member

To propose a new association award to recognize the substantial contributions of a member, a member or component shall submit to APTA Awards Committee, appointed by the APTA Board of Directors, for consideration and approval a letter of proposal. The letter of proposal shall include the following:

- a. The purpose, history, and criteria of the proposed award;
- b. A statement of how this award is different from existing named awards;
- c. Documentation of how this award will be supported;
- d. A suggestion of the nature of the award (e.g., a plaque, a contribution, a monetary award);
and,
- e. A suggestion of the criteria for selection.

II. Establishing a Corporate-Sponsored Award

To propose a new association corporate-sponsored award, corporations shall submit to the APTA Awards Committee, appointed by the APTA Board of Directors, for consideration and approval for consideration and approval a letter of commitment for sponsorship of an association award

for a minimum of five years. At the conclusion of the third year of the five-year commitment, APTA will notify the corporation that it must confirm the sponsoring corporation's willingness to renew their award commitment for another five-year period, at which time a new letter of commitment shall be submitted to APTA's Board for approval.

Please note that those not eligible for APTA membership who seek to propose establishing or review of an award will need sponsorship by a member or component.

A corporation's letter of commitment to propose the establishment of an APTA corporate-sponsored award shall include the following:

- a. Presentation of the purpose and criteria of the proposed award;
- b. The corporation's commitment of a monetary award sum (dollar amount to be provided) to be given to a specific number of recipients (number of recipients to be provided) on an annual basis;
- c. The corporation's commitment to the payment of annual administrative costs in the processing of the award equal to \$500 or 20% of the monetary award given annually to the recipient(s) of the award, whichever is greater;
- d. The corporation's written understanding and agreement that APTA will maintain complete autonomy in the Honors and Awards Program process, ie, the publication, review, recommendation, and selection of the corporate-sponsored award recipient; and,
- e. The corporation's written delineation of the responsibility for the creation of an award on an annual basis, i.e., production of a certificate, plaque, or other award form, if there is to be an award given beyond a monetary award. If APTA is to be responsible for the creation of the award, the corporation shall also provide a written commitment for payment of expenses incurred in the initial establishment of the award.

III. Review of an Award

To propose the review of an existing association award, a member or component shall submit to the APTA Awards Committee, appointed by the APTA Board of Directors, for consideration and approval a letter of proposal.

The letter of proposal shall include the following:

- a. The official name of the existing APTA award.
- b. A statement regarding the rationale for review, specific items for considered revision, and other considerations. Include examples illustrating points of improvement external to the APTA Honors & Awards program, if applicable.

Explanation of Reference Numbers:

BOD P00-00-00-00 stands for Board of Directors/month/year/page/vote in the minutes; the "P" indicates that it is a position (see below). For example, BOD P06-17-05-04 means that this position can be found in the June 2017 Board of Director's meeting minutes on Page 5 and that it was Vote 4.

E: Binding Ethical Document | P: Position | Y: Policy

Last Updated: 02/20/2026

Contact: nationalgovernance@apta.org