

Submission of Policy Briefs to the Executive Board

2025 Timeline:

February 3, 2025	One paragraph proposal for policy briefs (summary and justification) to be reviewed by the Executive Board are due to policydevelop@apha.org by 11:59 PM ET
February 10, 2025	Notification of Executive Board’s acceptance or rejection of policy brief proposals sent to authors.
March 31, 2025	Proposed policy brief submissions to the Executive Board due to policydevelop@apha.org by 11:59 PM ET. *Policy briefs should only be submitted if the initial proposal is approved by the Executive Board.
April 2025	A subcommittee of the Executive Board conducts an initial review of the proposed policy briefs.
May 9, 2025	An initial assessment and recommendations for revision are transmitted to authors.
June 9, 2025	Revised proposed briefs and response to the May comments are due to policydevelop@apha.org by 11:59PM ET.
June 2025	A subcommittee of the Executive Board reviews the revised proposed policy briefs and drafts a recommendation (Adopt or Do Not Adopt) to the Executive Board.
July 7, 2025	The full Executive Board discusses the proposed policy briefs and votes to Adopt or Not Adopt.

October	All policy briefs adopted by the Executive Board are brought before the Governing Council for discussion and a vote.
February 2026	Any policy briefs adopted by the Executive Board and then the Governing Council in 2025 must be revised according to the new policy brief guidelines and submitted into the 2026 policy brief development and review cycle.