

# 2026-2027 APHA Policy Brief Intent to Write Form

**Background:** The Intent to Write Form must be completed by the sponsoring Member Unit to initiate the proposed policy brief process. This form is designed to assess the appropriateness of the topic, provide early feedback, and identify opportunities for collaboration. The rationale and proposed evidence informed strategies are expected to evolve over time and the title can also be adjusted in the full draft. The goal is for all eligible proposed policy briefs to advance beyond the Intent to Write phase.

Please contact [policydevelop@apha.org](mailto:policydevelop@apha.org) if you have questions.

\* Indicates required question

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1. Email \*

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2. What is the draft title of your proposed policy brief? \*

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3. Are you seeking approval via the fast-track review process (in which case the brief must address an identified [priority area](#)) or the regular review process?

*Mark only one oval.*

Fast-track review

Regular review

### Contact Information of Corresponding Author

4. Name \*

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5. APHA Member Units (Sections/SPIGs/Forums/Caucuses and Affiliates) in which active \*

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6. APHA Member ID \*

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7. Email \*

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8. Phone Number \*

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### Required Author Disclosure

9. During the past 12 months, have you or your spouse or partner had a personal, commercial, political, academic, or financial interest or relationship that might potentially bias and/or impact the content of the proposed Public Health Policy Brief?

*Mark only one oval.*

Yes

No

10. If yes, please list the interest or relationship

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### Sponsoring Member Unit

Proposed Policy Briefs must be sponsored by an APHA member unit to be considered for review. A sponsorship letter signed by the Chair of the sponsoring member unit must be provided.

11. Which APHA member unit is sponsoring the proposed policy brief? \*

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- 12. Upload the sponsorship letter (template found in Author Guidelines, Appendix 3) \*

Files submitted:

Problem Statement/Importance of the Topic to Public Health/Rationale for Consideration

- 13. Describe the problem citing the importance to public health and the rationale for consideration **(5-8 sentences)**

The policy brief must be: a) externally focused to APHA b) address one public health issue over different time periods and multiple populations or provide a strong justification for a focus on one population and time c) focused on upstream and/or on root causes that are modifiable by public health action and d) contains justification and uses evidence to detail the problem and why action is necessary.

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Relationship to Existing Statements

14. Will this brief update an existing APHA policy statement/brief?

Please view existing policy briefs at <https://www.apha.org/policy-and-advocacy/public-health-policy-briefs/policy-database?sortFieldName=ItemDate&sortDisplayName=Newest&sortMode=desc>.

*Mark only one oval.*

Yes

No

15. If yes, provide the policy statement/brief number and title

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#### Potential Evidence Informed Strategy

16. Provide **one evidence informed strategy that could be implemented to address the problem (5-8 sentences)**.

Note: up to 3 evidence informed strategies are allowed in the full policy brief. In the full brief there should be a strong correlation between the problem statement, evidence informed strategies and the action steps. The strategy listed below can be revised and expanded upon in the full proposed policy brief submission.

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