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ARTP Awards Policy

1. Purpose

This policy is intended to ensure that the ARTP awards process is fair, equitable and efficient.

2. Scope

This policy applies to all ARTP members, ARTP committee members, ARTP stakeholders and award nominees who are involved in any stage of the awards process, including nomination, evaluation and presentation of awards.

3. Organisational Commitment

ARTP awards are made by ARTP in recognition of outstanding performance of members of the respiratory and sleep community whose achievements demonstrate commitment to excellence at appropriate stages of their career. ARTP intend to ensure that the awards process is fair and equitable, with transparency around how nominations are made, and award recipients are agreed.

Our policy is:

- To provide a fair and equitable nomination process which is clear and easy to use for any members wishing to make a special award nomination.
- To provide clear details on eligibility criteria for who can make nominations and receive awards.
- To provide an impartial procedure for evaluating award nominations and presenting awards to successful recipients.
- To publicise the existence of our awards procedure to ensure the process is transparent to ARTP members.
- To ensure everyone within ARTP is aware how awards recipients are agreed.
- To ensure all awards nominations are evaluated by the Nominations Committee in a timely way, dictated by the ARTP Events Committee timeline.

4. Terms and Definitions

4.1. ARTP Award

An award made by ARTP to a recipient who has been nominated by an ARTP member in recognition of excellence and advancement of the respiratory and sleep community.



4.2. Nomination

A formal submission of evidence in support of an individual eligible to be considered for an ARTP award.

4.3. Nominator

An ARTP member who makes a nomination for an individual to be considered for an ARTP award.

4.4. Nominee

An individual who has been nominated by an eligible nominator to be considered for an ARTP award.

4.5. Eligibility

The suitability of an individual to be either make an award nomination or be considered for an ARTP award.

4.6. Nominations Committee

An annually agreed sub-committee within the ARTP Events Committee who are responsible for considering nominations and making recommendations for awardees to the ARTP Executive Board each year. Members include:

- ARTP Events Committee Chair
- ARTP Events Committee Vice-Chair
- ARTP Honorary Chair
- ARTP Vice-Chair
- Any members suggested and agreed by the Nominations Committee to participate for that given year (conferred by the ARTP Board)

4.7. ARTP Fellowship Panel

An agreed sub-committee within the ARTP Events Committee who are responsible for considering nominations and making recommendations for awardees to the ARTP Executive Board each year. Members include:

- Annually agreed Nominations Committee members
- Existing ARTP Fellows



5. ARTP Award Process

5.1. Types of ARTP Awards

Up to four types of ARTP awards may be presented at the ARTP Annual Conference gala dinner each year:

- ARTP Honorary Fellowship (replaces the ARTP Special Achievement Award for Services to Respiratory and Sleep Science and ARTP Special Achievement Award for Services to Respiratory and Sleep Medicine)
- ARTP Peter Moxon Rising Star Award
- ARTP Honorary President's Award
- Professor Will Man Aspiring Researcher Award

5.2. ARTP Honorary Fellowship

ARTP Honorary Fellowship represents the highest expression of recognition for sustained advancement of respiratory and sleep science or respiratory and sleep medicine. Honorary Fellow membership recognises outstanding performance by a member of the respiratory and sleep community whose career has been distinguished by a continued commitment to excellence in science, research, and leadership. Leadership will have been demonstrated by the individual's scientific achievements and sustained commitment to building ARTP as a vibrant organisation adapted to future needs. Additionally, the award recognises efforts in support of colleagues and mentoring of young scientists.

5.2.1. Eligibility Criteria for ARTP Honorary Fellowship

To be considered for ARTP Honorary Fellowship, nominations must have been made by a nominator who is a current Full, Honorary or Fellow member of ARTP. Anyone wishing to be considered as a nominee themselves must be supported by a formal nominator (not open to direct application).

Nominees:

- Must be at an appropriate stage in their career and have made sustained advancement to the respiratory and sleep science community.
- May be individuals external to ARTP (may be drawn from outside of the profession, provided that their contribution aligns with the ARTP's strategy).
- Have significantly supported the profession or the ARTP's objectives through advocacy, collaboration, research, education, innovation or public impact.

Members of the ARTP Executive Board and Council may not be considered for an award during their time in office.

A nominee considered one year but not given an award is eligible for nomination and receipt of the award in future years.



5.2.2. Nomination Guidance for ARTP Honorary Fellowship

To be considered for ARTP Honorary Fellowship, a nominee's work must be evidenced through a written nomination using the nomination form and relating to the nomination guidance.

The nomination must be a clear written statement of approximately 400-600 words supporting the view that the work of the nominee fulfils the mission, vision and objectives of the ARTP wholly or in part. This should include evidence of:

- The nominee's excellence in their career in respiratory and sleep science or respiratory and sleep medicine at a local, national and international level.
- How the nominee has promoted or demonstrated the values and behaviours expected within respiratory and sleep science or respiratory and sleep medicine.
- How the nominee's achievement has gone above and beyond their normal job role.
- How the nominee has made an impact within their specialist field.
- How the nominee's work has benefited patients, families, communities, the wider population, or colleagues.

5.3. ARTP Peter Moxon Rising Star Award

The ARTP Peter Moxon Rising Star Award was established in memory of our colleague Peter Moxon, who we sadly lost at the end of 2022. This award celebrates and recognises the achievements of those at the beginning of their career in respiratory and sleep science and shines a spotlight on their success and champions the organisations that do the most to develop new talent.

By nominating someone for this award, it helps to acknowledge the current achievements of emerging people in respiratory and sleep science, in addition to encouraging and inspiring the next generation of respiratory and sleep scientists.

5.3.1. Eligibility Criteria guidance for ARTP Peter Moxon Rising Star Award

To be considered for the ARTP Peter Moxon Rising Star Award, nominations must have been made by a nominator who is a current Full, Honorary or Fellow member of ARTP. Anyone wishing to be considered as a nominee themselves must be supported by a formal nominator (not open to direct application).

Nominees:

- Must be a current member of ARTP (all membership categories apply).
- Must be in the first 5 years of their career in respiratory and sleep science and have contributed to making a significant difference to the scientific community over the previous year.

Members of the ARTP Executive Board and Council may not be considered for an award during their time in office.



A nominee considered one year but not given the award is eligible for nomination and receipt of the award in future years.

5.3.2. Nomination Guidance for ARTP Peter Moxon Rising Star Award

To be considered for the ARTP Peter Moxon Rising Star Award, a nominee's work must be evidenced through a written nomination using the nomination form and relating to the nomination guidance.

The nomination must be a clear written statement of approximately 400-600 words supporting the view that the work of the nominee fulfils the mission, vision and objectives of the ARTP wholly or in part. This should include evidence of:

- The nominee's potential to excel in their future career in respiratory and sleep science at a local, national or international level.
- How the nominee has promoted or demonstrated the values and behaviours of a respiratory and sleep scientist.
- How the nominee's achievement has gone above and beyond their normal job role.
- How the nominee has made an impact beyond their immediate team, or department.
- How the nominees work has benefited patients, families, communities, the wider population, or colleagues.

5.4. ARTP Honorary President's Award

The ARTP Honorary President's Award recognises the commitment to excellence and advancement of the respiratory and sleep community of any specific individual, who has been nominated by the outgoing ARTP Honorary President in order to celebrate their achievements.

5.4.1. Eligibility Criteria for ARTP Honorary President's Award

To be considered for the ARTP Honorary President's Award, nominations must have been made by the outgoing ARTP Honorary President.

Nominees must:

- Be at an appropriate stage in their career and be recognised by the outgoing ARTP Honorary President for sustained advancement to the respiratory and sleep community over the previous year.

Members of the ARTP Executive Board and Council may be considered for an award during their time in office.

A nominee considered one year but not given the award is eligible for nomination and receipt of the award in future years.

5.4.2. Nomination Guidance for ARTP Honorary President's Award

To be considered for the ARTP Honorary President's Award, a nominee's work must be evidenced through a written nomination using the nomination form and relating to the nomination guidance.



The nomination must be a clear written statement of approximately 400-600 words supporting the view that the work of the nominee fulfils the mission, vision and objectives of the ARTP wholly or in part. This should include evidence of:

- The nominee's excellence at the appropriate timepoint in their career at a local, national and international level.
- How the nominee has promoted or demonstrated the values and behaviours expected within the respiratory and sleep community.
- How the nominee's achievement has gone above and beyond their normal job role.
- How the nominee has made an impact within their specialist field.
- How the nominee's work has benefited patients, families, communities, the wider population, or colleagues.

5.5. Professor Will Man Aspiring Researcher Award

The ARTP Professor Will Man Aspiring Researcher Award was created due to a charitable donation by Professor Will Man after completing his tenure as the ARTP President in 2026. This award celebrates and recognises the achievements of budding new researchers at the beginning of their career in respiratory and sleep science. It honours those who stand out in research and innovation at an early stage and show true promise to develop as a leading researcher.

This annual award includes a bursary of £250 towards the cost of registration and/or travel for attendance at a conference/course and has been funded for the next five years (up to and including 2030). By nominating someone for this award, it helps to acknowledge the current achievements of emerging researchers in respiratory and sleep science and encourages and inspires the next generation of respiratory and sleep scientists.

5.5.1. Eligibility Criteria for Professor Will Man Aspiring Researcher Award

To be considered for the Professor Will Man Aspiring Researcher Award, nominations must have been made by a nominator who is a current Full, Honorary or Fellow member of ARTP. Anyone wishing to be considered as a nominee themselves must be supported by a formal nominator (not open to direct application).

Nominees:

- Must be a current member of ARTP (all membership categories apply).
- Be at an appropriate, early stage in their career in respiratory and sleep science and considered as a "new researcher".

Members of the ARTP Executive Board and Council may not be considered for an award during their time in office.

A nominee considered one year but not given the award is eligible for nomination and receipt of the award in future years.



5.5.2. Nomination Guidance for Professor Will Man Aspiring Researcher Award

To be considered for the ARTP Professor Will Man Aspiring Researcher Award, a nominee's work must be evidenced through a written nomination using the nomination form and relating to the following nomination guidance.

The nomination must be a clear written statement of approximately 400-600 words supporting the view that the work of the nominee has shown a dedicated passion to physiological research and innovation, particularly if it supports the ARTP mission. This should include evidence of:

- The nominee's potential to excel in their future career in respiratory and sleep research at a local, national or international level.
- How the nominee has demonstrated the attributes and behaviours of a respiratory and sleep researcher.
- How the nominee's research achievements have gone above and beyond the normal requirements for their job role or studentship.
- How the nominee has made an impact on research within the ARTP community.
- How the nominees research has benefited patients, families, communities, the wider population, or colleagues.

5.6. Eligibility Criteria

Eligibility criteria apply for who can make a nomination for, and who can be considered an ARTP award. Eligibility criteria are detailed within award specific nomination guidance, and are also shown in Table 1 (nominator eligibility) and Table 2 (nominee eligibility):

Table 1

ARTP Award	Nominator Eligibility Criteria
ARTP Honorary Fellowship	<ul style="list-style-type: none">• Full, Honorary or Fellow member of ARTP• Not open to direct application
ARTP Peter Moxon Rising Star Award	<ul style="list-style-type: none">• Full, Honorary or Fellow member of ARTP• Not open to direct application
ARTP Honorary President's Award	<ul style="list-style-type: none">• ARTP Honorary President only (outgoing)
Professor Will Man Aspiring Researcher Award	<ul style="list-style-type: none">• Full, Honorary or Fellow member of ARTP• Not open to direct application



Table 2

ARTP Award	Nominee Eligibility Criteria
ARTP Honorary Fellowship	<ul style="list-style-type: none">• At an appropriate stage in their career• Have made sustained advancement to the respiratory and sleep science community• May be individuals external to ARTP• Have significantly supported the profession or the ARTP's objectives through advocacy, collaboration, research, education, innovation or public impact• Must not be a current member of the ARTP Executive Board or ARTP Council• May have been considered for but not awarded in previous years
ARTP Peter Moxon Rising Star Award	<ul style="list-style-type: none">• Must be a current member of ARTP (all membership categories apply)• Must be in the first 5 years of their career in respiratory and sleep science• Contributed to making a significant difference to the scientific community over the previous year• Must not be a current member of the ARTP Executive Board or ARTP Council• May have been considered for but not awarded in previous years
ARTP Honorary President's Award	<ul style="list-style-type: none">• At an appropriate stage in their career• Be recognised by the outgoing ARTP Honorary President for sustained advancement to the respiratory and sleep community over the previous year• May be a current member of the ARTP Executive Board or ARTP Council• May have been considered for but not awarded in previous years
Professor Will Man Aspiring Researcher Award	<ul style="list-style-type: none">• Must be a current member of ARTP (all membership categories apply)• Must be at an appropriate, early stage in their career in respiratory and sleep science• Must be considered as a "new researcher"• Must not be a current member of the ARTP Executive Board or ARTP Council• May have been considered for but not awarded in previous years

5.7. Receipt of Eligible Nominations

Nomination forms and supporting evidence must be completed fully and sent electronically by email to conference@artp.org.uk by the date and time specified on the nomination form. In complete



nomination forms will not be eligible for consideration for ARTP awards by the Nominations Committee or Fellowship panel. The deadline date will be agreed in advance by the ARTP Events Committee, dictated by the Events Committee timeline and will usually be 8-12 weeks prior to the ARTP annual conference. After such time no further nominations will be accepted or considered for ARTP awards for that given year.

5.8. Evaluation of Eligible Nominations

Only eligible nominations received prior to the nomination deadline with appropriate supporting evidence will be considered for an ARTP award for that given year.

In support of a fair, transparent and systematic approach, appropriate assessment will be made solely in context of information provided via the nomination form.

Evaluation of award nominations will be undertaken by the appropriate, evaluating committee as detailed in table 3:

Table 3

ARTP Award	Evaluating Committee
ARTP Honorary Fellowship	ARTP Fellowship Panel
ARTP Peter Moxon Rising Star Award	ARTP Nominations Committee
ARTP Honorary President's Award	ARTP Executive Board
Professor Will Man Aspiring Researcher Award	ARTP Nominations Committee

5.8.1. ARTP Honorary Fellowship

The ARTP Fellowship Panel shall meet following the nomination deadline and individually score each nomination that meets eligibility criteria based on supporting evidence provided from 1-5 (1 – low score, 5 – high score), for each of the following areas:

Career Excellence: Has the nominee demonstrated excellence in their career in respiratory and sleep science or respiratory and sleep medicine at a local, national, and international level?

Values and Behaviours: Has the nominee promoted or demonstrated the values and behaviours of a respiratory and sleep scientist in their work, such as professionalism, integrity, and a commitment to patient-centred care?

Exceeding Job Role: Has the nominee's achievement gone above and beyond their normal job role, demonstrating exceptional dedication, initiative, and leadership?

Impact: Has the nominee made an impact beyond their immediate team or department, such as benefiting patients, families, communities, the wider population, or colleagues?

Evidence: Is there appropriate and compelling evidence provided in support of the nomination, such as testimonials, data, or other relevant documentation?

On completion of individual scoring, scores will be collated and recommendations for awardees will be made to the ARTP Executive Board. While there is no set quota, the number of Honorary Fellow members elected in a given year is unlikely to exceed three.



The decision of the ARTP Executive Board shall be final. Any matter not set out in these principles, such as the specifics of the criteria used in making the award, are left to the discretion of the ARTP Executive Board. Any grievance related to the nomination evaluation process are encouraged via the ARTP Complaints Policy for formal investigation and response.

5.8.2. ARTP Peter Moxon Rising Star Award

The nominations committee shall meet following the nomination deadline and score each nomination that meets eligibility criteria based on supporting evidence provided from 1-5 (1 – low score, 5 – high score), for each of the following areas:

Career Excellence: Has the nominee demonstrated excellence in their career in respiratory and sleep science or respiratory and sleep medicine at a local, national, and international level?

Values and Behaviours: Has the nominee promoted or demonstrated the values and behaviours of a respiratory and sleep scientist in their work, such as professionalism, integrity, and a commitment to patient-centred care?

Exceeding Job Role: Has the nominee's achievement gone above and beyond their normal job role, demonstrating exceptional dedication, initiative, and leadership?

Impact: Has the nominee made an impact beyond their immediate team or department, such as benefiting patients, families, communities, the wider population, or colleagues?

Evidence: Is there appropriate and compelling evidence provided in support of the nomination, such as testimonials, data, or other relevant documentation?

On completion of individual scoring, scores will be collated, and the awardee details will be sent to ARTP Business Administration.

The decision of the Nominations Committee shall be final. Any matter not set out in these principles, such as the specifics of the criteria used in making the award, are left to the discretion of the Nominations Committee. Any grievance related to the nomination evaluation process are encouraged via the ARTP Complaints Policy for formal investigation and response.

5.8.3. ARTP Honorary President's Award

The outgoing ARTP Honorary President will submit an eligible nomination for the ARTP Honorary President's Award to the ARTP Executive Board in advance of the nomination deadline. Members of the ARTP Executive Board shall individually score the nomination based on supporting evidence provided from 1-5 (1 – low score, 5 – high score), for each of the following areas:

Career Excellence: Has the nominee demonstrated excellence in their career in respiratory and sleep science or respiratory and sleep medicine at a local, national, and international level?

Values and Behaviours: Has the nominee promoted or demonstrated the values and behaviours of a respiratory and sleep scientist in their work, such as professionalism, integrity, and a commitment to patient-centred care?

Exceeding Job Role: Has the nominee's achievement gone above and beyond their normal job role, demonstrating exceptional dedication, initiative, and leadership?



Impact: Has the nominee made an impact beyond their immediate team or department, such as benefiting patients, families, communities, the wider population, or colleagues?

Evidence: Is there appropriate and compelling evidence provided in support of the nomination, such as testimonials, data, or other relevant documentation?

On completion of individual scoring, scores will be collated and an agreement made by the ARTP Executive Board on the suitability of the nominee. The Executive Board will determine the quorum necessary for the transaction of business. Unless otherwise determined, 3 shall be a quorum.

The decision of the ARTP Executive Board shall be final. Any matter not set out in these principles, such as the specifics of the criteria used in making the award, are left to the discretion of the ARTP Executive Board. Any grievance related to the nomination evaluation process are encouraged via the ARTP Complaints Policy for formal investigation and response.

5.8.4. Professor Will Man Aspiring Researcher Award

The nominations committee shall meet following the nomination deadline and score each nomination that meets eligibility criteria based on supporting evidence provided from 1-5 (1 – low score, 5 – high score), for each of the following areas:

Career Excellence: Has the nominee demonstrated excellence in their career in physiological research in respiratory and/or sleep science at a local, national, and international level?

Values and Behaviours: Has the nominee demonstrated the attributes and mindset of a respiratory and sleep researcher in their work? These may include curiosity, creativity, critical thinking, objectivity, collaboration, a commitment to patient-driven outcomes?

Exceeding Job Role: Has the nominee's achievement gone above and beyond that expected of their normal job role or studentship, demonstrating exceptional initiative and dedication to research?

Impact: Has the nominee made an impact through research beyond their immediate team to a wider population, such as patients, communities, or colleagues outside of their department?

Evidence: Is there appropriate and compelling evidence provided in support of the nomination, such as research publications/presentations (including those for the ARTP – e.g. at the annual conference), testimonials, other awards, or additional relevant documentation?

On completion of individual scoring, scores will be collated, and the awardee details will be sent to ARTP Business Administration.

The decision of the Nominations Committee shall be final. Any matter not set out in these principles, such as the specifics of the criteria used in making the award, are left to the discretion of the Nominations Committee. Any grievance related to the nomination evaluation process are encouraged via the ARTP Complaints Policy for formal investigation and response.

5.9. Presentation of Awards

The number of ARTP awards that may be presented in any one given year are shown in Table 4:



Table 4

ARTP Award	Number of Awards Presented
ARTP Honorary Fellowship	<ul style="list-style-type: none">• No set quota• Unlikely to exceed three
ARTP Peter Moxon Rising Star Award	<ul style="list-style-type: none">• One
ARTP Honorary President's Award	<ul style="list-style-type: none">• One• Presented during the final year of the outgoing Honorary President's term of office
Professor Will Man Aspiring Researcher Award	<ul style="list-style-type: none">• One (5-year award lifespan only – up to and including 2030)

While possible nominees are to be considered every year, no awards will be made if the Nominations Committee or Honorary Fellowship Panel decides that none of the nominations in any given year meet the established criteria.

ARTP awards will be announced and presented at the ARTP Annual Conference gala dinner and will consist of a physical award (usually engraved glass) and are accompanied by a certificate of recognition. Unsuccessful nominees will receive a certificate in recognition of being nominated by their peers and achieving excellence in their career.

ARTP Honorary Fellowships are awarded for life and therefore no membership or fee obligations will apply thereafter the award is made. The title may be revoked in exceptional circumstances in line with the ARTP Fellowship Policy.

6. Supplementary Guidance

Supplementary award-specific guidance will be provided together with the nomination form when the ARTP special awards call for nominations is announced. Guidance and nomination forms will be provided on the ARTP website for members to access and download.



Document Approval Table

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