



**Policy and Procedures**  
**Section: 203**  
**Subject: Awards Administration Program**

**Date: 15 April 2023**  
**Revision: 29**

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**203.1. General**

The purpose of the Awards Administration Program is to establish and maintain permanent master trophies and individual awards that recognize achievement in all areas of the sport of aerobatics, both flying and volunteer activities.

**203.2. Program Administration**

The Awards Chair has the responsibility to manage the IAC Awards Program in coordination with IAC Headquarters staff

**203.3. Program Policy**

**203.3.1. Establishment of New Trophies**

203.3.1.1. The originator of new permanent trophies, including flying, non-flying, and volunteer, must submit criteria, procedures for presentation, and method of funding to the Awards Chair. Volunteer awards may honor any person, living or deceased, or an entity in the case of the Curtis Pitts Memorial Trophy (non-flying). All new awards must be approved by the IAC Board of Directors.

203.3.1.2. Sponsorship for new permanent trophies must include:

- (a) A master nontraveling trophy to be on permanent display at IAC Headquarters.
- (b) Individual replica trophies to be presented to the first five (5) recipients.
- (c) If replicas are not provided, funding must be provided for the first five (5) recipients. In that case, recipient awards would be created by IAC.

**203.3.2. Retirement of Trophies**

Permanent trophies, to include flying, non-flying, and volunteer, may be retired with a majority vote of the IAC Board of Directors. Retired trophies will remain on permanent display at IAC Headquarters.



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**203.3.3. Volunteer and Non-flying Awards**

An absolute majority vote of the IAC Board of Directors will determine the annual recipient of each volunteer or nonflying award.

**203.4. Program Procedures**

**203.4.1.** Specific responsibilities of the Awards Chair are as follows:

203.4.1.1. Annual award updates to be coordinated with the IAC website administrator who maintains the Awards Administration information on the IAC website which contains the following information on all permanent trophies:

- (a) Criteria for their presentation
- (b) Procedures for their presentation
- (c) Origin
- (d) Status
- (e) List of winners
- (f) Current photographs

203.4.1.2. Recommends additions to the Awards Program. All award policies must be approved by the IAC Board of Directors.

203.4.1.3. Provides a list of all awards to be presented to the IAC President, Board of Directors, and the Executive Director.

203.4.1.4. Solicits nominations from the general membership for recipients of volunteer awards. The deadline for submission of nominations will be June 1st each year.

203.4.1.5. Prepares and submits a ballot of eligible nominees to the IAC Board for email or other electronic vote.

203.4.1.6. Completes and forwards to IAC Headquarters staff these compilations in a fashion such that the awards can be presented at EAA AirVenture.



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203.4.2. Specific responsibilities of IAC Headquarters staff are as follows:

- (a) Maintain awards inventory.
- (b) Solicit sponsors to cover program expenses.
- (c) Repair and maintain trophies as needed.
- (d) Display permanent trophies at the IAC Pavilion and EAA Aviation Museum in Oshkosh, Wisconsin.