

2019-2020 Academy of Nutrition and Dietetics Calendar

As your affiliate plans the 2019-2020 annual plan of work and calendar events, below are major events for various Academy programs that you may consider integrating into your calendar.

Presidents-Elect may reference an [onboarding timeline](#) for the year in preparation for the role as President.

Notes:

- The Academy Nominating Committee is meeting early July to discuss potential changes to the election timeline. The finalized election timeline will be available following that meeting.
- The Affiliate Training Webinar schedule is separate and can be [accessed here](#).
- The in-person, President-Elect training is still pending budget approval.
- The Reimbursement Representative training is still pending budget approval.
- CDR Training Events, DPG events and various awards and scholarship dates will be posted in the monthly affiliate newsletter.

An updated calendar will be revised, posted and distributed as dates are added.

JUNE 2019

- 1-** Summer non-member recruitment campaign (through July 31)
- 1** - Change of officers/begin new membership/fiscal/program year (for majority of affiliates)
- 1** – 2019/2020 Student Liaison Program opens
- 1** - DMIS updated with current membership year data

Suggested affiliate events for the month:

- Orient and transition new volunteers
- Schedule reoccurring board and committee meetings
- Consider sending a welcome letter to new/returning members.
- Consider contacting non-renewing members about renewing and/or survey on why they did not renew

JULY 2019

- 4** - Academy offices closed in observance of Independence Day
- 11** – FNCE[®] registration and housing opens
- 11-12** Advocacy Summit (formerly PPW), Washington, D.C.
- 24-26** – Academy Board of Directors Orientation and Retreat, San Diego, CA

AUGUST 2019

- 31** – Principles of Affiliation submission due to the Academy
Ensure the affiliate has the previous year's tax information and letter of good standing.
- All month** – Kids Eat Right Month™

Suggested affiliate events for the month:

- Encourage nominations for the Academy's election
- Help promote attendance to FNCE® and coordinate FNCE® event planning

SEPTEMBER 2019

1 - Fall non-member recruitment campaign (through December 1)
1 - Call for 2020 FNCE® educational sessions and posters begins
4 - Academy offices closed in observance of Labor Day
6 – Nominations for President-Elect, Speaker-Elect, and Treasurer-Elect for national election due
12-13 – Academy Board of Directors Meeting, Chicago, IL
13 – FNCE® 2018 early bird registration deadline
27 - FNCE® 2018 registration cancellation deadline
27-28 – Academy Board of Directors Meeting, Chicago, IL
September - 50 year member listings and affiliate award winners published in Journal

Suggested affiliate events for the month:

- Encourage nominations for the Academy's election
- Help promote attendance to FNCE and coordinate FNCE event planning

OCTOBER 2019

25-26 - House of Delegates Fall Meeting, Philadelphia, PA
26-29 - FNCE®, Philadelphia, PA
26 - Reimbursement Representative Training during FNCE®, Philadelphia, PA
27- Affiliate Presidents & Presidents Elect Networking Event during FNCE, Philadelphia, PA

Suggested affiliate events for the month:

- Recruit for new affiliate leaders

NOVEMBER 2019

1 – Deadline for submitting nominations for all other national positions
1 - Solicitation for national honors and awards nominations
15 - Call for 2020 FNCE® educational sessions and posters deadline
18 – Publication of slate of national candidates released
TBD - Academy national slate of candidates announced
28-29 - Academy offices closed in observance of Thanksgiving

Suggested affiliate events for the month:

- Recruit for new affiliate leaders

DECEMBER 2019

1 - Winter non-member recruitment campaign (through January 15)

December 24 - January 1 - Academy offices closed in observance of Christmas and New Year's

Suggested affiliate events for the month:

- Recruit for new affiliate leaders

JANUARY 2020

1 – Call for Abstracts FNCE® 2019 opens

11 – ODEA award nominees due to NDEP

15 - Intent to nominate deadline for national honors and awards

17 - Academy Board of Directors Teleconference Meeting

18 – National election campaigning begins

All Month - Affiliates can submit RYDY, RDTY, ODY, EDL and ODSA award winners to the Academy (through May 1)

Suggested affiliate events for the month:

- Begin program of work and budget planning for fiscal years beginning June and July
- Recruit for new affiliate leaders

FEBRUARY 2020

1 - Spring non-member recruitment campaign (through April 30)

1 – Membership renewal opens for the 2019-2020 year

1 - Academy national electronic voting begins, including affiliate project vote

7 - Academy national spokesperson applications due

10 – Foundation Awards deadline

15 - Academy national election voting ends

18 – Academy national election results released

27-28 – Academy Board of Directors meeting, Chicago, IL

TBD- Academy national election results announced

Mid-month – Call of Abstracts for FNCE® 2020 closes

End of the month – Project Vote winners announced

All Month - Affiliates can submit RYDY, RDTY, ODY, EDL and ODSA award winners to the Academy (through May 1)

Suggested affiliate events for the month:

- Recruit for new affiliate leaders
- Participate in project vote to promote the Academy's election

MARCH 2020

- 1** - National Honors, Diversity Awards, and Membership Outreach Grant application submission deadline
- 1**- Outstanding Preceptor Awards deadline
- 11** - RDN Day (*always the second Wednesday in March*)
- TBD** – President Elect Training, Chicago, IL
- All Month** - National Nutrition Month®
- All Month** - Affiliates can submit RYDY, RDTY, ODY, EDL and ODSA award winners to the Academy (through May 3).
- All month** – Promote membership renewals

Suggested affiliate events for the month:

- Begin program of work/budget planning for start of new fiscal year
- Recruit for new affiliate leaders

April 2020

- TBD** - Academy House of Delegate Spring Virtual Meeting
- 4** – Academy Board of Directors Teleconference Meeting
- 15 – May 31** – Submit affiliate appointed and elected position names via survey
- All month** – Promote membership renewals

Suggested affiliate events for the month:

- Update board of directors/leadership team roster for start of fiscal year with elected and appointed positions
- Continue program of work/budget planning for start of new fiscal year
- Consider sending an end of year membership satisfaction survey

MAY 2020

- 1** - RYDY, RDTY, ODY, EDL and ODSA winner submissions cut-off date.
- 7-8** – Academy Board of Directors Meeting, Chicago, IL
- 25** - Academy offices closed in observance of Memorial Day
- 31** - Last day of the Academy fiscal year and membership renewal
- All month** – Promote membership renewals
- All month** - Submit elected and appointed official names to the Academy

Suggested affiliate events for the month:

- Finalize program of work/budget planning for the new fiscal year
- Conduct end-of-year board evaluation
- Ensure affiliate strategic plan and bylaws are current for the start of the fiscal year

- Update all service agreements/contracts for start of fiscal year. Complete performance evaluations before renewing contracts
- Ensure districts have signed an affiliate/district agreement for the start of the fiscal year
- Work with volunteers preparing to end their terms to update position descriptions for incoming volunteers
- Begin collecting data for the Principles of Affiliation submission

Schedule of Future FNCE® Sites

2019

October 26-29, 2019

Philadelphia, PA

2020

October 17-20, 2020

Indianapolis, IN

2021

October 16-19, 2021

New Orleans, LA

2022

October 8-11, 2022

Orlando, FL

2023

October 14-17, 2023

Denver, CO