

**Annual Chapter Suspense Dates (including International POC e-mail addresses):**

January

Model Chapter Action Plans for upcoming calendar year – [smcgowan@afcea.org](mailto:smcgowan@afcea.org)

Model Chapter Final Reports for previous calendar year – [smcgowan@afcea.org](mailto:smcgowan@afcea.org)

March

Annual Reports – [smcgowan@afcea.org](mailto:smcgowan@afcea.org)

Call for Nominations to the AFCEA Board of Directors – [mcirrito@afcea.org](mailto:mcirrito@afcea.org)

Chapter Delegate Lists – [smcgowan@afcea.org](mailto:smcgowan@afcea.org)

International Award Nominations (for presentation at TechNet) – [mcirrito@afcea.org](mailto:mcirrito@afcea.org)

April

AFCEA National High School Science Fair – [ncorrales@afcea.org](mailto:ncorrales@afcea.org)

On-Line Voting for International Slate of Officers – [smcgowan@afcea.org](mailto:smcgowan@afcea.org)

May

List of Representatives to attend Chapter Meetings at TechNet – [smcgowan@afcea.org](mailto:smcgowan@afcea.org)

June/July/August

Report New Chapter Officers to Headquarters – [smcgowan@afcea.org](mailto:smcgowan@afcea.org)

September

Science Teaching Tools reports – [ncorrales@afcea.org](mailto:ncorrales@afcea.org)

November

DYA/Emerging Leader/Chapter YAAC Award Nominations (for presentation at WEST)  
– [mcirrito@afcea.org](mailto:mcirrito@afcea.org)

December

List of Representatives to attend Chapter Meetings at WEST – [smcgowan@afcea.org](mailto:smcgowan@afcea.org)

Chapter Initiative Grant Requests – [ncorrales@afcea.org](mailto:ncorrales@afcea.org)

Chapter IT in Education Award Nominations – [ncorrales@afcea.org](mailto:ncorrales@afcea.org)

Distinguished Service to Education Award Nominations – [ncorrales@afcea.org](mailto:ncorrales@afcea.org)

On-going

AFCEAN of the Month Nominations – [smcgowan@afcea.org](mailto:smcgowan@afcea.org)