

**NHAA, Inc. AWARDS TIMELINE**  
**For**  
**ALUMNI MERIT AND CHAPTER AWARDS**  
**2007-2008**

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| <b>February 1</b>  | NHAA Inc. Awards Chair disseminates guidelines and packet to Chapter Presidents.   |
| <b>February 28</b> | Regions, Chapters, Individuals send original nominations with signature to NHAA, Inc. Awards Chairperson with copy to Regional Awards Chairperson. |
| <b>March 6</b>     | NHAA Inc. Awards Chair sends copies of all eligible nominations to Awards Committee Members.   |
| <b>March 20</b>    | Awards Committee Members return signed rating forms to NHAA Inc. Awards Chair.   |
| <b>March 31</b>    | NHAA Inc. Awards Chair completes tally of rating forms and determines winners.   |
| <b>April 1</b>     | NHAA Inc. Awards Chair sends Alumni Affairs Office list of Recipients.   |
| <b>April 8</b>     | NHAA Inc. President and Awards Chair notify recipients in writing of their selection and request their presence at Reunion Banquet.                |
| <b>April 14</b>    | NHAA Awards Chair orders award (s).  |
| <b>April 22</b>    | NHAA Awards Chair submit Award Recipients' Bios to Alumni Office.  |
| <b>May 9</b>       | NHAA Awards Chair presents awards at Alumni Reunion Banquet.   |