

FELLOW, DISTINGUISHED FELLOW AND HONORED ORGANIZATION NOMINATION SCHEDULE
2022

- Email sent to all Fellows requesting Fellow, Distinguished Fellow, and Honored Organization nominations (February 1)
- Email sent to all Fellows gently reminding them of upcoming nomination deadline (February 11)
- Candidate and Honored Organization Preview Forms and Distinguished Fellow Nomination Forms due (by February 18)
- After review and any necessary follow up by President, final Candidate Preview Forms (with bios) and Distinguished Fellow nomination (if applicable) due to President (by March 1)
- Candidate Preview Forms and Distinguished Fellow nomination sent to Board (March 2)
- Conduct NAHR Board of Directors conference call to review nominees and determine which candidates will continue through the nomination process (March 9)
- NAHR Board President contacts nominators (by March 16)
- Solicit Candidate Reviewers (March 31)
- Nomination Packages completed and submitted to NAHR President (by April 22)
- Assign Candidate Reviewers to candidates (by April 29)
- After review and any necessary follow up by President, final Candidate Nomination Packages due to President (by April 29)
- Candidate Nomination Packages sent to Candidate Reviewers (by May 4)
- Candidate Reviewer reports due to President (by May 18)
- After review and any necessary follow up by President, final Candidate Reviewer Reports due to President (May 25)
- Full Nomination Packages, including Candidate Reviewer Reports, sent to Board with other meeting materials (May 27)
- NAHR Board of Directors meets to determine the ballot for Fellows' final vote (June 21)
- President notifies Candidate Reviewers and nominators of Board action and thanks them for participating in nomination process (by June 24)

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- Complete nominations packages added to website (June 27)
- Ballot sent by email to Fellows (June 28)
- Reminder for ballots sent out (July 6)
- Ballots due (July 8)
- Ballots tallied, President follows to increase returned ballots if needed, and Board is informed of results (by July 13)
- President notifies nominator of election results, asks them to congratulate the new Fellow/Honored Organization and let them know to expect a call from the NAHR President, and to inform the President when the call has been made (July 18)
- President notifies the Distinguished Fellows' Representative to the Board of election results, asks him/her to congratulate the new Distinguished Fellow and let him/her know to expect a call from the NAHR President, and to inform the President when the call has been made (July 18)
- Nominators call newly elected Fellows/Honored Organization and informs the President when the call has been made and confirms the new Fellow/Distinguished Organization Representative can be at the induction ceremony (by July 21)
- Distinguished Fellows' Representative to the Board calls newly elected Distinguished Fellow and informs the President when the call has been made and confirms the new Distinguished Fellow can be at the induction ceremony (by July 21)
- President calls all new Fellows/Distinguished Fellow/Honored Organization to congratulate them and tell them next steps (by July 22)
- Email sent to Fellows with election results and contact info for newly elected Fellows/Distinguished Fellow/Honored Organization, encouraging them to reach out and welcome them (July 22)
- Grand Sponsors informed of class (July 25)
- Email to new Fellows/Honored Organization congratulating them and asking for contact info (July 22)
- Letter overnighted to new Fellows/Distinguished Fellow/Honored Organization with cc to CEO of official election (July 22)
- President personally visits all new Fellows/Honored Organization to congratulate and explain NAHR, delivering the orientation manual (by September 30)
- Electronic copy of orientation material sent to each new Fellow/Honored Organization after the President has met with him/her