

August 2019



2019 CHADD Volunteer Leadership Award

Coordinators, don't forget to nominate the CHADD volunteer that you believe has been outstanding in their contributions to the CHADD community (in their community) by completing and submitting this [short survey](#) by [August 16, 2019](#)

Any chapter volunteer is eligible for nomination. Nominees must be active CHADD members in good standing.

Winners of the 2019 CHADD Volunteer Leadership Award and Affiliate of the Year Award will be honored at the **2019 CHADD Annual International Conference in Philadelphia, PA** during the Volunteer Appreciation and Awards luncheon on Thursday, November 7, 2019.

Click below to nominate:

[Volunteer Leadership Award](#)

[Affiliate of the Year Award](#)

Submit your nominations by August 16, 2019



Thursday, November 7, 2019

**Annual Conference on ADHD
Volunteer Leadership Training**

There will be a full day of training followed by a Volunteer Leadership Appreciation & Awards Luncheon

Full agenda and further details will be shared soon.

ADHD Resource Corner



Check out the new page for Ask the Expert Webinar Viewing Guides

<https://chadd.org/ask-the-expert/viewing-guides/>

The medication chart, **Medications Used in the Treatment of ADHD**, has been updated to include new medications Jornay PM and Adhansia XR, and new tablet versions of Metadate and Vyvanse.

CHADD Leadership Forum Guidelines:



Reminder: The Leadership forum is dedicated to enhancing communication among CHADD Leaders, both locally and nationally.

Please - DO share information that is relevant to running chapters or other CHADD related issues.

Please DO NOT promote local events or programs, unless you are looking for input from other leaders as to how to improve your marketing.

It's not too late to submit your 4th Quarter Financial Reports

There's still time to submit your financial reports for quarter ending June 30, 2019.

Please scan and email your reports to affiliate_services@chadd.org or continue to send via snail mail to the National office 4221 Forbes Blvd., Suite 270, Lanham, MD 20706.

Annual Conference

Be an Early Bird and Register before the savings end August 31, 2019

Pre-Conference - November 7
General Conference - November 8-9



Coordinator Promo Codes:

PROMO CODE: AFL50

Coordinators receive 50% off of general conference registration ONLY.

PROMO CODE: AFL25

Additional Affiliate representatives will receive 25% off general conference registration ONLY.

NOTE: The 25% discount is **ONLY** for use by Affiliate Officers (Advisory Board presidents, co-coordinators, treasurers or secretaries).

PROMO CODE: AFL25_Both

Coordinators who would like to attend both the ADHD Professional Institute (API) and the General Session register at a rate of \$485.00. *Select the Early Bird Combo which will show you discount of \$110.00 for the conference.*

After you have completed your registration, you will receive the link to the hotel to book your sleeping accommodations!

NOTE: These discounted rates are only available for Chapters Leaders whose memberships are in good standing!

Register EARLY!! After the Early Bird Cut-Off, NO ADDITIONAL DISCOUNTS will be offered

[CLICK HERE TO REGISTER](#)

QTR	Quarter Period	Financial Reports Due to CHADD National
1st	July 1 - September 30	October 31
2nd	October 1 - December 31	January 31
3rd	January 1 - March 31	April 30
4th	April 1 - June 30	July 31

Revised Chapter Financial Policies

The members of the former AAB and ADS committees collaborated over a period of several months on behalf of the Chapters/Affiliates to revise the Chapter financial policies. The revised Chapter financial policies are the foundation to help with financial management, serving as a guide to assist you as you manage the resources of your Chapter.

During this time of revision, input was solicited from all Chapters/Affiliates through the monthly Coordinator Connections newsletter; feedback received from individual Chapters/Affiliates was considered before the policies were finalized.

As you review the revised policies, which go into effect September 2, 2019, there are two columns, the column to the left shows the former policy, the column to the right shows the revised policy. You will note that not all policies were changed; however, a few were.

For example:

(Former) Financial records will be maintained by the Chapter for five years in compliance of CHADD's yearly audit.

(Current/Revised) Financial records will be maintained by CHADD National office for seven years.

This change reflects that the Chapters no longer need to maintain their financial records once all quarterly reports are submitted to CHADD, CHADD will maintain those records.

Another example of a change includes the following:

(Former) The Chapter must issue the financial report required even if the Chapter has no financial activity during the relevant reporting period.

(Current/Revised) If the Chapter has a checking account, the Chapter must issue the financial reports required even if the Chapter has no financial activity during the relevant

reporting period. However, if the Chapter has a checking balance under \$500 and less than \$100 activity during the quarter, only the three monthly bank statements are required; forms A, B, and C need not be submitted due to the accounting principle of materiality.

Coordinators will have the chance to discuss this further at the leadership meeting in Philadelphia.

[CLICK HERE](#) to view the policy.

Once you have had an opportunity to review the revised policies, please contact me Jantell_Stone@chadd.org or Brian Foy at BrianJane78@gmail.com