

SMPS Calendar 2019–20 (Programs, Deadlines, and Events)

SEPTEMBER 2019

3 | Be in the Know: 2019–20 Chapter Volunteer Orientation – SMPS HQ Webinar ([recording available](#))

18 | Society Volunteer Forum | [SMPS Southwest Regional Conference](#): Colorado Springs, CO

18–20 | [SMPS Southwest Regional Conference](#): Colorado Springs, CO

30 | Chapter finance and education reports deadline

Shared dues rebate paid to each chapter (4th quarter distribution)

Budget Process: Each chapter BOD to approve budget for 2019–20 fiscal year

NOVEMBER 2019

1 | [Chapter President of the Year \(CPY\)](#) application available

1 | [Striving for Excellence \(SFE\)](#) application available

13–15 | [SMPS Pinnacle Experience](#): Denver, CO

Chapters should begin preparing tax forms 990EZ and 990N: Deadline January 15

DECEMBER 2019

Shared dues rebate paid to each chapter (1st quarter distribution)

[Marketing Communications Awards \(MCA\)](#): Call for entries opens

JANUARY 2020

15 | Filing deadline: Tax Forms 990EZ and 990N

22 | 2 p.m. ET | Membership Chair Roundtable | ([recording available](#))

22 | Society Volunteer Forum | [SMPS Southern Regional Conference](#): Fort Worth, TX

22–24 | [SMPS Southern Regional Conference](#): Fort Worth, TX

29 | [2020 Fellows Application Available](#)

31 | [Chapter President of the Year \(CPY\)](#) submission deadline

31 | [Striving for Excellence \(SFE\)](#) submission deadline

31 | Tax Form 1099 due to vendors (speakers, website, etc.) (1099 forms must be prepared for individuals to whom you have paid more than \$600 in 2019)

Prepare for chapter board nominations and elections (verify specific dates in your chapter's bylaws)

Presidents-Elect and Program Leads should be registered for [CLS 2020](#)

FEBRUARY 2020

5 | Society Volunteer Forum | [SMPS Pacific Regional Conference](#): Las Vegas, NV

5–7 | [SMPS Pacific Regional Conference](#): Las Vegas, NV

20 | SMPS HQ Webinar: [The Ins and Outs of Society Board Service](#), 2 p.m. EST

29 | File Tax Form 1099 to IRS

MARCH 2020

Virtual | [SMPS Southeastern Regional Conference](#): Tampa Bay, Florida

19 | Chapter Leader Town Hall ([recording available](#))

22 | [Marketing Communications Awards \(MCA\)](#) submission deadline

Shared dues rebate paid to each chapter (2nd quarter distribution)

APRIL 2020

1 | [Fellows](#) application deadline

1 | [Marketing Achievement Award](#) entry due

Held Virtually | [Chapter Leadership Symposium \(CLS\)](#): Washington, D.C.

MAY 2020

Rescheduled for 2021 | [SMPS Northeast Regional Conference](#): New York City, NY

18 | Chapter Leader Town Hall ([recording available](#))

JUNE 2020

11 | SMPS Chapter Leader Meetup: Membership ([recording available](#))

30 | [Chapter board and committee roster report](#) deadline (to be submitted by 2020-21 president)

Shared dues rebate paid to each chapter (3rd quarter distribution)

JULY 2020

22 | 3:30 p.m. ET | Regional Conference Town Hall ([recording available](#))

Budget Process: Chapters should be creating their budgets for board approval in September

AUGUST 2020

13 | 3:30 p.m. ET | SMPS Chapter Leader Meetup: Chapter Presidents-Elect (The Zoomers) (invite only)

24 | 3:30 p.m. ET | SMPS Chapter Leader Meetup: [Chapter Programming | Hot Topics and Trends](#)

27 | 3:30 p.m. ET | SMPS Chapter Leader Meetup: [Finance and Administration](#)

Budget completion by chapters