

The Chapters Department has continued working on:

- 1) Staying up to date with chapter compliance with National and the IRS
- 2) Manually completing rebate eligibility reports for October 2023- December 2023. Pulled monetary reports for Accounting department.
- 3) Troubleshooting with Everyaction team.
- 4) Expanding Chapters department, writing training procedures and supporting Chapters Specialist.
- 5) Working with Digital Media Manager in answering questions posed to National for database.

**EveryAction:** The NAC has been using the new database for quite some time and has been able to successfully evolve with the new system.

The Chapters Department is involved in:

- Compiling and creating rebate eligibility lists.
- Pulling rebate reports for the Accounting department.
- Updating officers and other pertinent chapter info.
- Creating new chapter and campus action networks.
- Providing support to Membership and Accounting department for database use.
- Providing Dropped Membership Lists for outreach purposes.

**Note:**

- Scheduled membership reports are sent out on the 1<sup>st</sup> and 15<sup>th</sup> of each month. The report cannot be formatted before being sent out
- Any changes to the recipient list of membership lists should be sent to [chapters@now.org](mailto:chapters@now.org).
- Requests for dropped members can be requested by emailing [chapters@now.org](mailto:chapters@now.org). Per policy, we are only able to go back two years for this data.

**Upcoming Priorities:**

- Local and State Chapter revivals
- Website updates for chapters
- Campus Action Network management
- Chapter Annual Report Analysis

**Other:**

- **Round Store** inventory has been replenished and the new storefront is now active on the NOW website.

**Procedure Policy: Please continue to use these forms to update/request information.**

- To make changes to a chapter’s listing, chapter leaders must fill out the Chapter Leader Role Update Request. - <https://airtable.com/shrGPgymYJsacJAv2>
- To request a membership report before it is automated, chapter leaders must fill out the Membership List Request. - <https://airtable.com/shrhZx1HbUwrCBSpG>
- To request changes be made on the NOW website, chapter leaders must fill out Chapter Website Change Request. - <https://airtable.com/shr9XQBPrWGibJkZs>
- To request a change of affiliation, chapter leaders or members can fill out the Member Address/Affiliation Change. - <https://airtable.com/shrk3UXZpJ9Xc6yMA>
- To submit the 2022 Chapter Annual Report, chapter leaders can use this form. - <https://airtable.com/shrV8btRfEJZFapmq>

**Rebate Eligibility:**

To be eligible for rebates, chapters must have:

- At least 2 distinct chapter officers with current memberships - Mandatory officers: president and treasurer.
- A valid address on file
- Submitted a current annual report (2021 or 2022)
- Cashed their last rebate check

**Highlights**

- 1) 2022 Chapter Annual Reports Submitted – **68**
- 2) Current Number of Campus Action Network clubs – **40**

**Active Chapters**

For purposes of this report, chapters are considered **active** if they have at least 2 chapter officers (President & Treasurer) and a valid address on file with National. Chapters are considered **dormant** if they have fewer than 2 chapter officers and/or no valid address on file with National.

There are 38 **active state chapters**: 224 Active Chapters nationwide.

- **Pacific**: Alaska, California, Oregon, Washington
- **Western**: Arizona, Montana, Nevada, New Mexico, Texas, Wyoming

- **Heartland:** Iowa, Illinois, Michigan, Minnesota, Missouri, Wisconsin (in-revival), Kansas,
- **Southern:** Florida, Georgia, Louisiana, Mississippi, Tennessee, Alabama, South Carolina
- **Eastern:** DC, Indiana, Kentucky, Maryland, North Carolina, Ohio, Virginia, West Virginia, Delaware
- **Northern:** Massachusetts, New Jersey, New York, Pennsylvania, Rhode Island, Connecticut

**Dormant state chapters** in need of revival are:

- **Pacific:** Hawaii
- **Western:** Colorado, Idaho, Oklahoma, Utah
- **Heartland:** Nebraska, North Dakota, South Dakota
- **Southern:** Arkansas
- **Eastern:**
- **Northern:** Maine, Vermont, New Hampshire

### **Annual Reports**

The 2022 annual report was made available on the NOW Leaders section of the website on January 1, 2023. As of September 13, 2023, **68** annual reports have been submitted for 2022. This quarter, Supria will be reaching out to chapter leaders to ensure they are aware of any compliance issues including: officer membership status, chapter annual report submission and 990 submission status.

### **NOW Chapter Specialist Board Report: CAN Program** – *prepared by: Carlo Chavvaria*

With the CAN (Campus Action Network) program reactivated, the chapter's department is focused on maintaining its growth. The program is focused on mobilizing and educating these groups on the best methods of being politically active. With NOW NAC's support, CAN chapters are organizing campaigns in their community's while being involved in NOW's internal structure.

Over this quarter, there has been increased interest in joining the programs due to motivation provided by our NOW chapter leaders and members. As new clubs join the program Carlo hosts meetings to support their development while hearing their goals as activists. This has helped us find shared goals among the CANs to ensure our programming stays relevant. Now there are several new initiatives that will continue to support CAN activity.

### **Active CAN Projects:**

- NOW CAN swag box is mailed out to all new and confirmed clubs.
- The CAN newsletter goes out at least once a month to update students on NOW events and relevant news. CAN members are informed of upcoming Run NOW trainings and organizing opportunities in their communities.
- Pushing the NOW CAN graphics series to have schools announce their CAN status and campaigns on social media. The first series goes live this semester and will cover awareness around period poverty and sex education. These graphics will support the period product drives most CANs are running in their schools. They'll also promote supporting their local abortion funds.
- Introducing CAN webinar series to assist their growth as organizers. They'll also learn about NOW's structure and parliamentary procedure to help support NOW's future.
- Setting up more mentorship opportunities with their state chapters.

### **Analytics Breakdown:**

- Currently there are **forty** active CANs across the country.
- **37%** have sent their full membership list. This will assist in long-term growth for younger demographics within NOW.
- **68%** of prospective CANs remain active in their schools. This includes established CANs and the ones who joined this year.