

ChaptersConnect



November 2017



Join Us for the Government Contract Management Symposium and Leadership Master Class

If understanding and managing your behavior and relationships at work would make you better at your job, you're not alone! For an insider's perspective on how the **Leadership Master Class** (LMC) helps you work on those soft skills, read Morgan Ziatyk's blog post: [*My Experience at the First Leadership Master Class*](#).

This year's LMC will explore the qualities of "Emotional Intelligence Leadership" with John Wilkinson, and will feature a look at "Redefining the Local Connection" with Peggy Hoffman. Those who attend will receive 4 Continuing Professional Education (CPE) credits and gain new strategies for the coming year!

For more details on the LMC, view the [recording of last month's webinar](#) with John Wilkinson and Tanya Russick.

Spotted on Collaborate

We hope by now you've begun checking **Collaborate** regularly to see what your peers have posted. This month, we are sharing the post below on succession planning from Angie Burke of the Denver Chapter.

"Hi Chapter Leaders, I'm curious as to what techniques your chapters have employed, and what systems you may have in place, for smooth succession planning and leadership transition. Does anyone out there plan an end-of-year retreat for the outgoing and incoming leadership to help the transition? We've relied heavily on long-term members in the past, and now that they have moved on, we are realizing how heavily we relied on their institutional knowledge. I'd love to hear what's working for your chapters!"

View this post in the [Chapter Leader Community](#), or join the conversation on other trending contract management topics!

Chapter Operations

Grant Applications Funded for Program Year 2018

We are pleased to announce that 20 applications were approved for the 2018 program year, receiving at least partial funding for their requests. We look forward to hearing about how these funds are used to implement exciting opportunities for NCMA members and potential members!

Do you have any ideas for unique programming in the 2019 program year? Start thinking about next year's application now—and be creative!

REMINDER: All **final reports for the 2017 program year** are due November 30. If you have not already submitted your report, please do so right away!



Chapter Excellence Awards

This year, NCMA received 26 applications for the Chapter Excellence Awards. The applications are strong, fall into every category, and it has been a challenge for our reviewers to select the winners this year.

Announcements will be made by November 15. Be sure to join us after the Leadership Master Class for Chapter Excellence Award and superlative awards presentations on December 3!

Year-End Reports: Failure to Submit Could Result in Lost Charter!

If your chapter is one of the 16 chapters that have not submitted their year-end reports for the 2017 program year, act now and send those in! NCMA must receive your financial reports to include your chapter in the group tax return. If you are not included in the tax return, you risk losing your nonprofit status and could have your chapter charter revoked. The chapter presidents for the 16 chapters which have not submitted are also being contacted directly with a request that they submit their reports.

Member Involvement



Ask Past Members to Rejoin and Save \$25 Each!

During NCMA's "Thankful" campaign from November 15–December 31, past NCMA members can rejoin for \$25 off!

This is the perfect opportunity to call these former members and bring them back to your chapter! Every month the membership roster features a tab of members who have lapsed for you to contact.

To receive the \$25 off, past members can simply call 800-344-8096, or email memberservices@ncmahq.org and mention promo code THX17.

Please keep in mind that this promotion is available only to former NCMA members who have allowed their membership to expire.

Share NCMA Videos During Your Presentations

Several videos on **NCMA's YouTube channel** may interest your members! Some are geared toward current NCMA members, but many of them are great tools to use when making a presentation to nonmembers (or students!) who might be interested in what NCMA and your chapter has to offer!

December Deadlines for Fellow and Lifetime Achievement Awards

If you haven't reminded your chapter members of our award deadlines coming up in December, take the opportunity this month to encourage them to apply to become an NCMA Fellow, or to nominate a candidate for NCMA's Lifetime Achievement Award.

Fellow Award: December 1

NCMA's Fellow designation awards those who have made significant contributions to the field of contract management and NCMA. It is the second-highest award given by the association.

Lifetime Achievement Award: December 15

NCMA's highest award is presented to a nationally renowned and distinguished contracting professional who has made significant contributions to the profession and NCMA.

Member Services

Help Your Chapter Members Achieve Certification

NCMA has a Study Group Guide to help those who are preparing to take one of NCMA's three certification exams. Download the guide [here](#) and be sure to contact certification@ncmahq.org to make arrangements to proctor a paper version of one of the exams for your chapter members.

Chapter-Hosted National Education Seminar

Twenty-one chapters have committed to hosting a National Education Seminar (NES) in the 2018 program year! It's not too late to get started—contact the Learning Center today to make arrangements for your NES. Email learningcenter@ncmahq.org to start the process with someone from our Education Department.

Chapter Presidents Corner



Benjamin McMartin Featured in *Contract Management Magazine*

In November, Benjamin McMartin of the Great Lakes State Chapter was featured in *Contract Management Magazine*. Benjamin encourages other chapters to "take chances" to grow programs and look for "innovative approaches" to cover the increased burden on leadership as programs are expanded.

McMartin has led his chapter in developing a focus on member involvement and satisfaction and increased training and member events threefold. The theme for the Great Lakes State Chapter 2018 program year is "Member Focus = Chapter Success."

Learn more about Benjamin's thoughts on establishing a program year strategy, recruiting leadership from regions around the state, and restructuring the event schedule in the [article](#).

Reminders

We want to know what our chapters are doing! Please be sure to include chapterrelations@ncmahq.org in your newsletter mailing lists. Email chapterrelations@ncmahq.org to add your chapter event to the HQ calendar. Be sure to include the date, time, location, title, and registration link.