

Date	Item Due	Due To	E-mail Address
August			
15-Aug	Chevron Deadline #1	Editorial Director	chevron@omegaphialpha.org
	Selective and NonSelective Recruitment Plan due (at least 2 weeks before recruitment begins)	Submit on Google Classroom	membership@omegaphialpha.org
September			
1-Sep	Submit Chapter Officer List (<i>use official template</i>)	OPA Office	office@omegaphialpha.org
15-Sep	Chapter Development Meeting with Chapter Executive Board		
15-Sep	Submit List of 6 Planned Required Service Projects for Approval	Service Program Coordinator	service@omegaphialpha.org
15-Sep	Submit a Copy of Your Chapter's Current Constitution	OPA Office	office@omegaphialpha.org
15-Sep	Alumna Petitions/First Semester LOA Petitions Due	Nat'l Standards Board	NSB@omegaphialpha.org
	Selective & NonSelective Recruitment - Event Rosters due at the end of recruitment week BEFORE bid day	Submit on Google Classroom	membership@omegaphialpha.org
	Selective & NonSelective Recruitment - Bid Summary Form due within 24 hrs. of new member pinning	Submit on Google Classroom	membership@omegaphialpha.org
October			
National Insignia Week and National Fundraising Week: Sept 29 - Oct 5			
1-Oct	Submit names/contact info of sisters entering alumnae status after current school term	Young Alumnae Leader	YAL@omegaphialpha.org
1-Oct	Chapter Development Award Form Due	OPA Office	office@omegaphialpha.org
1-Oct	New Member Roster Due	OPA Office and via Google Classroom	office@omegaphialpha.org
1-Oct	Membership Status Update Submitted via Database	OPA Office	office@omegaphialpha.org
15-Oct	Service Director Monthly Report	Service Program Coordinator	service@omegaphialpha.org

How do I find forms to meet OPA deadlines?

To locate any forms you need in order to meet a deadline on the calendar, visit the Member Resource Center.

<http://omegaphialpha.org/chapters/resources/>
Password: YellowRose67

Instructions for submitting awards can be found in the Awards Manual. It is located in the Member Resource Center. If you have any questions, contact the Awards Chair.

Instructions for submitting awards can be found in the Awards Manual. It is located in the Member Resource Center. If you have any questions, contact the Awards Chair.

awards@omegaphialpha.org

What is OPA's mailing address?

Omega Phi Alpha
PO Box 955
East Lyme, CT 06333

Questions?

Email Virginia or Leann
office@omegaphialpha.org
admin@omegaphialpha.org

National Calendar
2019-2020

Date	Item Due	Due To	E-mail Address
------	----------	--------	----------------

November

National Service Week: November 4-10

1-Nov	Active and New Member Fees Due (<i>Dues Transmittal Form and Money</i>)	OPA Office	office@omegaphialpha.org
15-Nov	All Fall Service Projects Submitted (<i>if not previously completed</i>)	OPA Office, Service Program Coordinator	office@omegaphialpha.org service@omegaphialpha.org
15-Nov	Chevron Deadline #2	Editorial Director	chevron@omegaphialpha.org

December

	New Member Summary Due 2 Weeks Before Activation	OPA Office and via Google Classroom	office@omegaphialpha.org
1-Dec	Storage Unit Reimbursement Form Due	Reimbursement Director	reimbursement@omegaphialpha.org
15-Dec	Midyear Report Due (<i>all chapters</i>)	OPA Office	office@omegaphialpha.org
15-Dec	Fall Service Project Report Form (SPRF) Due	OPA Office, Service Program Coordinator	office@omegaphialpha.org service@omegaphialpha.org
15-Dec	Submit Total Service Hours per sister via database	Cardinal Principles Director via database	https://members.omegaphialpha.org/
15-Dec	Submit Chapter Officer List	OPA Office	office@omegaphialpha.org

January

30-Jan	Submit List of 6 Planned Required Service Projects for Approval	Service Program Coordinator	service@omegaphialpha.org
	Selective and NonSelective Recruitment Plan due (at least 2 weeks before recruitment begins)	Submit on Google Classroom	membership@omegaphialpha.org

What are Special OPA Days?

In order to promote sisterhood, unity, and awareness, the first Monday of every month is **National Pin Day**. Members from every chapter wear business casual clothing along with their active pin or pledge pin to their classes on campus for this day.

On the 4th Monday of January every year, sisters will dress business casual and wear their pins in honor of Susan Terzian.

On the day a colony is being inducted, we ask that our sisters wear all black to show their support for the new sisters.

Date	Item Due	Due To	E-mail Address
February			
National Membership Week: February 3-9			
15-Feb	Service Director Monthly Report	Service Program Coordinator	service@omegaphialpha.org
15-Feb	Alumna Petitions/First Semester LOA Petitions Due	Nat'l Standards Board	NSB@omegaphialpha.org
15-Feb	Chevron Deadline #3	Editorial Director	chevron@omegaphialpha.org
	Plan a Fundraiser for Convention 2019 Expenses		
	Selective & NonSelective Recruitment - Event Rosters due at the end of recruitment week BEFORE bid day	Submit on Google Classroom	membership@omegaphialpha.org
	Selective & NonSelective Recruitment - Bid Summary Form due within 24 hrs. of new member pinning	Submit on Google Classroom	membership@omegaphialpha.org
March			
1-Mar	Scholarship Applications Due	OPA Office	scholarship@omegaphialpha.org
1-Mar	Submit names/contact info of sisters entering alumnae status after current school term	Young Alumnae Leader	YAL@omegaphialpha.org
1-Mar	New Member Roster Due	OPA Office and via Google Classroom	office@omegaphialpha.org
1-Mar	Membership Status Update Submitted via Database	OPA Office	office@omegaphialpha.org
15-Mar	Service Director Monthly Report	Service Program Coordinator	service@omegaphialpha.org
April			
1-Apr	Active and New Member Fees Due (<i>Dues Transmittal Form and Money</i>)	OPA Office	office@omegaphialpha.org
1-Apr	Submit a Copy of Your Chapter's Current Constitution	OPA Office	office@omegaphialpha.org
15-Apr	Service Director Monthly Report	Service Program Coordinator	service@omegaphialpha.org
	New Member Summary Due 2 Weeks Before Activation	OPA Office and via Google Classroom	office@omegaphialpha.org

Interested in volunteering with Omega Phi Alpha?

We are always looking for volunteers to give back to the national organization in a variety of ways. If you are interested in volunteering with OPA on a national level, the first step is to fill out the volunteer application form. Indicate your preferences, and if you have something specific you're interested in, let the officer over that role know, in case you need to fill out supplemental information. Email volunteers@omegaphialpha.org for more information or click the link below.

[National Volunteer Positions](#)

National Calendar
2019-2020

Date	Item Due	Due To	E-mail Address
May			
1-May	All Spring Service Projects Submitted (if not previously completed)	OPA Office, Service Program Coordinator	office@omegaphialpha.org service@omegaphialpha.org
15-May	Chevron Deadline #4	Editorial Director	chevron@omegaphialpha.org
15-May	Spring Service Project Report Form (SPRF) Due	OPA Office, Service Program Coordinator	office@omegaphialpha.org service@omegaphialpha.org
15-May	Submit Total Service Hours per sister via database	Cardinal Principles Director via database	https://members.omegaphialpha.org/
June			
1-Jun	All Award Forms Due	Awards Program Coordinator	awards@omegaphialpha.org
1-Jun	Alumna Service Award Letters of Nomination Due	Alumnae Membership Director	alumnae@omegaphialpha.org
1-Jun	Annual Reports Due (<i>all chapters</i>)	OPA Office	office@omegaphialpha.org
July			
1-Jul	Submit Chapter Officer List (<i>use official template</i>)	OPA Office	office@omegaphialpha.org
15-Jul	Chapter Annual Financial Reports Due	OPA Office	office@omegaphialpha.org

National Calendar
2019-2020



National Calendar
2019-2020



National Calendar
2019-2020



National Calendar
2019-2020

