April 13, 2020

Leader Connection Newsletter  
Supporting Chapter Success

Please check with your fellow board members to see if everyone is receiving the Leader Connection Newsletter (LCN). If a chapter leader is not receiving this newsletter, please contact your chapter relations manager (CRM).

**Action Items**

- Submit a session proposal to speak at the ATD Chapter Leaders Conference (ALC) 2020 by **April 30**.
- Submit your chapter’s **2019 990/990-N filing** (typically, **May 15**, or the 15th day of the fifth month after the close of the chapter’s tax year).
- Mark your calendar for **ALC**, October 8–10 in Crystal City, Virginia.

**Spotlight**

**Virtual Resources for Chapters**

With chapters making the shift to virtual events and meetings, the chapter services team is here to support your efforts. Check out the new virtual resources page at [td.org/virtualresources](http://td.org/virtualresources)

Chapters are encouraged to add to this page as well. Reach out to your CRM with resources to share with your fellow chapter leaders or submit a [Sharing Our Success](http://Sharing%20Our%20Success) submission.

**Chapter Essentials**

**ATD 2020 Is Cancelled**

Thank you for planning to be a part of the ATD 2020 International Conference & Exposition. After many weeks of carefully monitoring COVID-19 developments, including guidance from public health authorities and our partners in Denver, Colorado, it has become clear that ATD 2020, which had been scheduled for May 17–20, 2020, must be cancelled. A [message](http://message) from ATD’s Chief Executive Officer, Tony Bingham, is available for review, and we recommend reading several new [frequently asked questions](http://frequently%20asked%20questions) (FAQs).

**ATD Education/Chapter Partnership Program Update**

ATD has [cancelled in-person education course deliveries](http://cancelled%20in-person%20education%20course%20deliveries) through July 31. As a result, chapters promoting upcoming ATD education programs through the [partnership program](http://partnership%20program) may choose to promote ATD virtual deliveries or delay the chapter’s promotion of in-person courses until later this year.
Updated Chapter Affiliation Requirements (CARE) Resources Available Now!

New and updated CARE resources are available at td.org/CARE to support your chapter’s completion of this year’s survey. Resources include templates, planning tools, and best practices in addition to the recording of the March CARE webcast.

ALC Request for Proposals Open

The annual ATD Chapter Leaders Conference (ALC) brings together ATD chapter leaders from across the country. Mark your calendars for October 8–10, during which current and incoming board members will network with fellow chapter leaders and share best practices for running an ATD chapter. Your chapter will benefit from the knowledge you gain and the people you meet at this can’t-miss event.

Submit a proposal for your chance to speak at the conference. Selected facilitators will receive a complimentary registration to ALC. Submissions will be accepted through April 30. To learn more about session objectives, length requirements, and potential topics, review the ALC 2020 RFP webcast. Have questions? Contact Samantha Herman.

Mandatory IRS Filing Requirements Deadline Is May 15

Forms must be filed every year by the 15th day of the fifth month after the close of the chapter’s tax year. For most chapters, this will be May 15, 2020, for the 2019 tax year. At this time there are no changes to the filing date due to COVID-19. To assist chapters with their financial health and meeting CARE financial requirements, chapter services requests each chapter submit a copy of its most recently filed 990 or 990-N and confirmation of acceptance by June 30.

Apply for the 2021–2023 National Advisors for Chapters (NAC)

Chapter presidents and past presidents interested in continuing their leadership development are encouraged to apply for the NAC!

ATD is currently accepting applications through Monday, June 1. Learn more about serving on the committee via the archived Become a NAC webcast or by reading the committees at-a-glance document. To apply, complete the online application form.

ATD Virtual Conference: Building Capabilities and Connection

Register for ATD’s first ATD Virtual Conference: Building Capabilities and Connection, June 1–5. With more than 100 hours of content, including live facilitated sessions and keynote addresses, you will get content from leading thinkers, experts, and visionaries in our field delivered straight to your home. You’ll learn about important trends and core capabilities that are especially relevant for times like
this. Be a part of ATD history as we come together to create a new learning experience and help create a world that works better in the process.

Chapter Service Updates
Welcome Kesha Robbins, chapter services’ new coordinator! Kesha supports the work of the chapter services department including joint membership reporting, the Chapter Membership on the ATD Store program, chapter conference teams, and the Chapter Incentive Program (ChIP). Please join us in welcoming Kesha to the team!

Likewise, Samantha Herman was promoted to manager, chapter services to reflect her shift into a people manager role. Samantha will continue to oversee and coordinate department projects, including ALC, with Kesha reporting to her. Congrats, Samantha!

Wild Apricot Update Regarding Payment Processor Fee
Wild Apricot has implemented the 20 percent payment processing fee at the time of renewal if the chapter has not moved to Wild Apricot’s payment processor. Have questions? Reach out to your CRM.

Important Dates

<table>
<thead>
<tr>
<th>ALC Request for Proposals</th>
<th>IRS Filing Deadline</th>
<th>2021–2023 NAC Application</th>
<th>Submit 990/990-N Filings to Chapter Services</th>
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<tbody>
<tr>
<td>Proposals are due by April 30.</td>
<td>The deadline to file your chapter’s 990 or 990N is May 15, 2020.</td>
<td>Applications due June 1.</td>
<td>As a part of CARE, chapters are required to submit these documents by June 30.</td>
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Review

Congratulations to the April Chapter of the Month:
Tulsa

The Tulsa Chapter sought to increase its joint membership percentage from 40 to 50 percent in one year by implementing five successful strategies. The chapter agreed to share monthly updates about The Sharing Our Success (SOS) program helps chapters improve through sharing and finding easy-to-use ideas, resources, and practices.

Congratulations!
• Bay Colonies: “Let’s Talk About . . .” Chapter Event Format
• Buffalo Niagara: Open Mic Night for Learning Professionals SIG
• Detroit: Networking in a Box
Power Membership during board meetings, joined the Chapter Membership on the ATD Store program, and highlighted the benefits of Power Membership to chapter members through promotion and discounts at chapter events. Additionally, the chapter reached out to ATD members in Oklahoma and encouraged members to attend ATD 2018 as part of the Tulsa Chapter’s team. As a result of its efforts, the chapter achieved 51 percent joint membership five months before its stated goal and received Membership Super Star recognition for the year.

• Madison Area: Coffee and Credentialing: A Certification Conversation
• Northwest Arkansas: Virtual Roundtable
• South Carolina Midlands: Midlands Education and Business Alliance

ATD Certification Update
ATD’s Certification Institute has announced changes to its credentialing programs that will bring its certifications in line with the new Talent Development Capability Model. Changes are being made to the CPLP—now Certified Professional in Talent Development (CPTD)—including the exam and eligibility. The APTD exam and eligibility will be updated but keep the same name. No changes to the certification exams or process will occur for candidates before July 1.

Review the webcast about the certification changes. Have questions? Please contact certification@td.org.

Chapter Membership on the ATD Store
Add your chapter’s membership to the ATD Store!

Currently, 65 chapters are participating in the program. Congrats to Smoky Mountain, the newest chapter added to the Store. Fifteen chapters are participating in Phase II of the program, which allows ATD’s system to automatically import new and renewing membership information directly to the chapter’s Wild Apricot database.

To join the program or move into Phase II, contact Erin Murphy.

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<td>Arlington, Virginia</td>
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<td>October 8–10</td>
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<td>Sales Enablement Learning and Leadership Conference</td>
<td>Las Vegas, Nevada</td>
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<td>October 13–14</td>
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<td>Core 4 Conference</td>
<td>Nashville, Tennessee</td>
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<td>November 5–6</td>
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<td>OrgDev</td>
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Looking for Assistance?

LCN April 2020