



# NHPA Student Chapter Annual Report

The purpose of this template is to provide a streamlined way for student chapters to provide a summary of their efforts to the NHPA Board of Directors. This template is designed to gather all the information that is assessed on the End of the Year Report Rubric.

All events, meetings, etc., must be aligned with NHPA initiatives, which are set by the NHPA Board of Directors.

## General Information

- NHPA Student Chapter Name
- NHPA Faculty Advisor
- Name of Officer Submitting Annual Report
- Number of NHPA student members at school
- List of chapter officers and email addresses

## Membership Drive

- List all membership drives and provide brief explanation of what happened
- Describe plans for membership recruitment overall
- Describe any promotional materials provided to prospective members

## New Member Event

- Describe the event hosted for new members
- Describe promotional materials provided for the new member event
- Describe your lessons learned from new member event
- Describe how to improve future membership drives

## Attendance at NHPA Annual Conference

- How many chapter members attended the NHPA annual conference?

## Chapter & Executive Meetings

- Provide a list of all general and executive body meetings.
- Provide a list of all guest speakers for chapter meetings.

## Special Trips, Tours & Site Visits

- List and describe any trip to an independent pharmacy or pharmacy related business/organization.

## Community Health Promotion

- Any community health promotions outside of the initiatives approved by the NHPA Board of Directors are prohibited without the prior approval of the NHPA Board of Directors.

- Describe your community health promotion event (I.e. press release, store opening, little league sponsorship, etc.)

#### Neighborhood Community Service Outreach Events in support of NHPA's National Initiatives

- Any neighborhood community service outreach events outside of the initiatives approved by the NHPA Board of Directors are prohibited without the prior approval of the NHPA Board of Directors.
- Describe the goal for your community health outreach event.
- Describe the community health outreach event.
- Describe your lessons learned from the community health outreach event.
- Describe how to improve this event in the future & how to scale the event to larger numbers.

#### Advocacy Activities in support of NHPA's National Initiatives

- Any legislative activities outside of the initiatives approved by NHPA Board of Directors are prohibited without the prior approval of the NHPA Board of Directors
- Describe your participation in state level legislative advocacy using phone calls, letter/email campaigns, capital visits, in person meetings.
- Describe your participation in federal level legislative advocacy using phone calls, letter/email campaigns, capital visits, in person meetings (different from congressional summit).
- How many members participated in NHPA's congressional pharmacy fly-in?
- Describe your overall legislative advocacy, including promotional materials and social media.

#### Fundraising Efforts for the Growth and Development of NHPA

- Describe any fundraisers, including how you raised money, how the funds were allocated, whether the fundraiser was successful, lessons learned and how to improve future fundraisers, and how to scale to larger numbers.

#### Competition Participation

NHPA Student Chapters are invited to participate in a competition outlined by the NHPA Board of Directors

#### Chapter Requirements

- Have you submitted: signed copies of the following items:
  - Chapters Constitution and Bylaws
  - NHPA Student Chapter Affiliation Agreement cords
  - Updated Roster of pharmacy students who will be graduating

Reports must be emailed by July 1

Email your completed report to [nhpa@nhmafoundation.org](mailto:nhpa@nhmafoundation.org).