

SAMPLE COMPLIANCE CALENDAR

ACTIVITY	JAN.	FEB.	MAR.	APR.	MAY	JUNE	JULY	AUG.	SEPT.	OCT.	NOV.	DEC.	COMPLETED	ISSUES FOR RESOLUTION
Renew registration with the State to solicit funds														
Renew corporate registration with the State														
Conduct annual meeting of members (if applicable)														
Review/update insurance requirements														
Consider trademark and intellectual property issues														
Review licenses and permits														
Review lobbying activities (if applicable)														
Confirm levels of public support to maintain charitable status														
Review UBIT issues (if applicable)														
Review joint ventures (if applicable)														
Schedule orientation(s)														
Review Bylaws														
Evaluate succession plan														
Approve crisis management plan														

Your compliance calendar may contain different activities, based on the needs and culture of your organization.