

Sample NCP Chapter Local Advisory Council Year One* Monthly Activities

May	New NCP City launch event with cohort one of LAC
June	Preliminary data collection and outreach activities
July	Preliminary data collection and outreach activities
August	Preliminary data collection and outreach activities. Preparation for kickoff meeting
September	LAC kickoff meeting and orientation
October	Preliminary data review and discussion about potential LAC member and partner organization outreach
November	Goal setting and preliminary action plan development. Preparation for crowd funding and year end fundraising campaign
December	Fundraising and planning for community engagement activities and event planning
January	Community engagement activities and event planning
February	Community engagement activities and event planning
March	Convene community engagement partners to begin to plan Mayor's Roundtable event
April	Planning for Mayor's Roundtable event
May	Annual LAC board meeting, presentation of cohort 2 LAC members, review of workplan and budget. Attend ITN national summit, if applicable
June	Convene local Mayor's Roundtable event

*14 month snapshot to show full cycle of year one activities