

Annual Planning and Timeline

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PLEASE NOTE: All Annual Planning articles will be updated by end June 2026 for 2027 planning

HBA Central has developed an annual planning timeline and guidance to make the process easier for all HBA leadership components to set up for success. Please see full training in the Leadership Learning Center.

2026 Dates and Deadlines:

- **Program Planning:** High-level 2026 program plans are due by 25 July 2025
- **Budget Planning:** Budget templates and guidance will be distributed with final edits due by 8 August 2025
- **Succession Planning:** Succession planning worksheets will be developed and shared in June and must be completed by 15 September 2025
- **Awards and Recognition:** Request your annual volunteer award survey to collect award nominations by mid-September; submit honorees to HBA Central by end of October 2025

HBA Annual Planning Timeline

