**NOA Checklist**

**Engages with NOA members regularly**

- Has up to date database of Olympians
- Has 50% of Olympians as NOA members
- Has 100% of eligible members registered for OLY
- Maintains at least four communications with members annually
- Has an active online web or media page

**Maintains a close association with WOA**

- Provides WOA with up to date contact information
- Sends at least one representative to World Olympians Forum
- Sends at least one representative to WOA General Assembly
- Provides WOA with at least one news story for feature on WOA media annually
- Has an NOA logo checked by WOA and approved by your NOC
- Has an Olympic Properties agreement with your NOC

**Delivers Service to Olympians and Service to society programmes and events**

- Delivers at least one Service to Olympians project annually
- Delivers at least one Service to Society project annually
- Organises at least one annual meeting with NOA members

**Has an active leadership with good governance**

- Has a constitution and/or terms of reference aligned with WOA Constitution
- Has an election for NOA executive committee
- Has at least two NOA board meetings annually
- NOA is compliant with the laws and regulations of your country

**Has annual operations financed**

- Has an active bank account (NOC or NOA)
- Submits applications for Service to Society and/or Service to Olympians Grant
- Submits application for NOA Development Grant
- Has an annual report
- Has at least one external source of funding

**Engages with other stakeholders, including the NOC**

- Has an NOC letter of recognition
- Has at least one in-person meeting with your NOC annually
- Has at least one in-person meeting with your NOC Athletes' Commission annually (where applicable)

*Updated 15 May 2020*