

National Alliance for Nutrition & Activity Charter (2022)

Article I – Name

1. The name of this group shall be the National Alliance for Nutrition and Activity (NANA).

Article II – Mission and Vision

1. The NANA envisions a country where everyone has access to adequate, affordable, culturally appropriate, and nutritious food; where the food environment promotes healthy eating; in which evidence-based nutrition policy is the basis of food policies and programs; and in which physical activity is promoted. NANA is committed to carrying out this work with a particular focus on reaching priority populations, starting from the earliest years, eliminating health disparities, and advancing racial justice. These systemic changes will reduce the illnesses, diseases, disabilities, premature deaths, and costs associated with diet and inactivity. Our efforts include advocating for strong public policy and program funding such as for federal nutrition programs, supporting effective education programs, and promoting structural and policy approaches to help the public eat better and be more active.
2. NANA drives policy change with a focus on Congress and the federal government. NANA promotes a better understanding of the importance of healthy eating, physical activity, and the nation's health and health-care costs. Further, NANA takes action to highlight the key associations between nutrition and health, as well as their impacts on national security. In addition, NANA aims to cultivate champions for nutrition and physical activity in Congress and federal agencies.
3. NANA has successfully promoted and advocated for policies including but not limited to the passage and implementation of the Healthy, Hunger-Free Kids Act and for increased funding of the Centers for Disease Control and Prevention's (CDC) Division of Nutrition, Physical Activity and Obesity.

Article III – Structure

1. NANA will consist of the NANA Coalition as well as a NANA Steering Committee.
2. Whenever a vote is held by the Steering Committee, each Steering Committee member organization has one vote. Votes may be open (votes are disclosed) or closed (Steering Committee members submit votes anonymously to the Convener and the votes are tallied). Organizations not attending a meeting in which a vote is conducted will have one week following the meeting to review and vote on the proposed measures.
3. Subcommittees.
 - a. The list of subcommittees in the NANA Policy Priorities 2019 document shall form the basis of the list of NANA subcommittees.

- i. Subcommittees will be formally labelled as active or inactive in the policy priorities document.
- b. New subcommittees may be added or removed with a two-thirds majority vote of the Steering Committee.
- c. All subcommittees must have at least two co-chairs representing at least two different organizations.
 - i. At least one subcommittee co-chair must be from a Steering Committee member organization.
 - ii. Any NANA member is eligible to be a subcommittee co-chair.
 - iii. Subcommittee co-chairs will be appointed by a two-thirds majority vote of the NANA Steering Committee.
 - iv. At minimum every two years, subcommittee co-chairs will be re-appointed or new co-chairs may be appointed by a two-thirds majority vote. As needed, the Steering Committee may hold a vote for changing co-chairs.

Article IV – Purpose and Priorities

1. The purpose of the NANA coalition is to convene a strategic alliance of stakeholders and subject matter experts that work together to educate decision makers and pass and implement federal policies consistent with NANA’s mission and vision.
2. NANA policy priorities will be updated at minimum every two years and amended at a NANA Steering Committee meeting by a two-thirds majority vote of all Steering Committee member organizations. Organizations not attending the meeting will have one week following the meeting to review and vote on the proposed policy priorities. Policy priorities will be further detailed in a bi-annual “NANA Policy Priorities Document.”
3. Additional priorities may be added following a two-thirds majority vote of the Steering Committee, following the same voting procedure as for the Steering Committee meeting on policy priorities.

Article V – Membership and Participation

1. NANA Members.
 - a. The active NANA members as of January 2022 will form the basis for NANA’s membership.
 - b. A “Convener” organization will handle the day-to-day tasks of administering NANA.
 - i. The Center for Science in the Public Interest (CSPI) will serve as NANA’s initial Convener.
 - ii. In the case that the Convener is unable to effectively carry out its duties, Steering Committee member organizations may call a meeting to change the Convener. A new Convener may be appointed with a three-quarters

majority vote of the Steering Committee. Organizations not attending the meeting in which a vote is conducted will have one week to review and vote.

- c. The Convener maintains the NANA list-serv.
 - d. Admission of new NANA Members will be administered by the Convener. New members requesting to join NANA will be admitted as follows:
 - i. First, individuals requesting to join NANA will fill out a new NANA member form.
 - ii. At the Convener's discretion, members of non-profit or community-based organizations aligned with NANA's policy priorities can be admitted without Steering Committee review. The convener will notify the Steering Committee of any new organizations admitted monthly.
 - iii. All others requesting admission will be handled on a case-by-case basis, with Steering Committee consultation.
 - 1. The Convener will circulate a notice including the new NANA member form responses to the Steering Committee. Steering Committee members will have one week to respond to this notice with their approval or opposition.
 - 2. If no Steering Committee members object to the potential new member, then they will be admitted to NANA.
 - 3. If any Steering Committee members are opposed to the potential new member joining, the new member's join request will be stayed.
 - a. If no Steering Committee member objects to the stay, the new potential member will be denied admission to NANA.
 - b. If any Steering Committee members object to the stay, a closed vote will be held among the Steering Committee members. The potential new member will be admitted or rejected based on a two-thirds majority of this vote.
2. NANA Steering Committee.
- a. The active NANA Steering Committee members as of January 2022 will form the basis for the NANA Steering Committee.
 - b. New members may be added to the NANA Steering Committee by two-thirds majority vote of the Steering Committee.
 - i. Organizations seeking to become members of the NANA Steering Committee will fill out the NANA Steering Committee membership interest form.
 - ii. This form will then be circulated to the NANA Steering Committee by the Convener.
 - iii. At the request of any members of the NANA Steering Committee, a meeting may be held with the NANA Steering Committee and prospective new member.

- iv. A NANA Steering Committee vote will be held on the new prospective member's admission to the NANA Steering Committee.
 - v. Steering Committee members not attending the meeting in which a vote is conducted will have one week to review and vote.
3. Removal from NANA or the Steering Committee.
- a. Member individuals or organizations may be removed from NANA by two-thirds majority vote of the Steering Committee.
 - i. The following is a non-exhaustive list of potential reasons for removal from NANA:
 - 1. Actions taken or advocacy carried out in contradiction to NANA's priorities.
 - 2. Disclosure of sensitive policy materials.
 - 3. Conflict of interests.
 - 4. Behavior that violates NANA's commitment to conducting business with mutual respect.
 - 5. Change of employment to an organization that is not a NANA member.
 - b. Removal from the NANA Steering Committee.
 - i. Members may be removed from the NANA Steering Committee for the following reasons:
 - 1. Inactivity:
 - a. Prolonged inactivity of a period longer than 1 year. The Convener should ensure that inactivity is not due to staff turnover.
 - b. Missing multiple Steering Committee meetings and failing to follow up with votes in a timely manner.
 - c. No longer active in policies aligned with NANA.
 - 2. Disclosure of sensitive policy materials.
 - 3. Financial or other conflicts of interest.
 - 4. Behavior that violates NANA's commitment to conducting business with mutual respect.
 - 5. Actions or advocacy carried out or taken in contradiction to NANA's priorities.
 - 6. Other significant failures to carry out their duties as a NANA Steering Committee member.
 - ii. Steering Committee members may be removed from the NANA Steering Committee by a two-thirds majority vote. Steering Committee members not attending the meeting in which a vote is conducted will have one week to review and vote.
 - 1. The Convener must provide notice to and offer to meet with the Steering Committee member under consideration to review reasons for removal at least 20 days prior to the vote.

1. At minimum, NANA Coalition meetings will be held quarterly. All members should strive to attend meetings on a regular basis, excepting unavoidable conflicts.
 - a. Attendance for these meetings will be taken by the Convener.
 - b. The Convener will develop the agenda for the meetings in consultation with the Steering Committee and facilitate the meetings.
2. NANA subcommittees will meet at intervals set by their subcommittee co-chairs. All subcommittee members are expected to attend meetings on a regular basis, excepting unavoidable conflicts.
 - a. Subcommittee co-chairs are responsible for setting the agenda for and facilitating subcommittee meetings.
 - b. Attendance for these meetings will be taken by the subcommittee co-chairs.
3. NANA Steering Committee members are expected to attend Steering Committee meetings, excepting unavoidable conflicts.
 - a. Attendance for these meetings will be taken by the Convener.
4. All Steering Committee meetings will require a quorum or simple majority of organizations of Steering Committee members in attendance.

Article VII – Resolving Disagreements

1. NANA will resolve disagreements following the NANA Disagreement Resolution Policy.

Article VIII – Modifications to this charter

1. Changes and approval of this charter must be approved by a two-thirds majority of the NANA Steering Committee. Steering Committee members not attending the meeting in which a vote is conducted will have one week to review and vote.

Signed,

Academy of Nutrition and Dietetics

American Academy of Pediatrics

American Cancer Society Cancer Action Network

American Heart Association

American Public Health Association

Association of State Public Health Nutritionists

Center for Science in the Public Interest

National Association of Chronic Disease Directors

National WIC Association

Nemours Children's Health

International Fresh Produce Association