



## Frequently Asked Questions

### 2018 Programs

#### What is RLA?

Regional Leadership Alliance (RLA) is a weekend long program that focuses on leadership development for all members. RLAs are held every Spring in locations across the country. Programming includes Tracks for Executive Council, Rising Leaders, and Alumni. RLAs allow members to network with other Undergraduate members and Alumni, develop leadership skills, and obtain resources to aid in overall Chapter operations and growth.

#### Where are RLAs being held this year?

RLAs will be held on college campuses around the country. See below for your region's location and dates.

Region	Campus/Location	Date
West Coast	Arizona State University	February 10-11, 2018
Texas	Texas A&M	February 10-11, 2018
Southeast (FL)	Florida Institute of Technology	February 17-18, 2018
Northeast (PA)	Bucknell University	February 17-18, 2018
Southeast (SC)	Clemson University	February 24-25, 2018
Midwest	University of Wisconsin, La Crosse	March 3-4, 2018
Northeast (NY)	Rensselaer Polytechnic Institute	March 3-4, 2018

#### How do I register?

Registration is found on Chi Phi Connect under "Events". Be careful to register for the RLA you plan to attend, as they are based on Region/Location.

#### When is the program registration deadline?

We would like all participants registered by the Sunday prior to the program. This helps ensure we have enough materials and food for all participants.

*See below for registration deadlines:*

Region	Campus/Location	Registration Deadline
West Coast	Arizona State University	February 4, 2018
Texas	Texas A&M	February 4, 2018
Southeast (FL)	Florida Institute of Technology	February 11, 2018
Northeast (PA)	Bucknell University	February 11, 2018
Southeast (SC)	Clemson University	February 18, 2018
Midwest	University of Wisconsin, La Crosse	February 25, 2018
Northeast (NY)	Rensselaer Polytechnic Institute	February 25, 2018



**What if I didn't register by the Sunday prior to the program date? Can I still come?**

Yes! We welcome participants even if they have not registered prior to the day of the program. *If you are able to notify us that you plan to attend prior to the event date, please do.* Same day, in-person registrations are also acceptable.

**Do I have to attend a specific RLA or can I go to one outside of my region?**

You are more than welcome to attend any RLA that you would like! We highly encourage your Chapter to review the dates and locations available and participate at the RLA that works best with your schedule. In the past, some Chapters have sent half of their members to one RLA and the other half to a different RLA, and that is perfectly acceptable as well.

**When and how do I reserve my hotel room?**

You will need to make reservations for the hotel. **Note:** *registering for RLA through Chi Phi Connect does not guarantee you a hotel room.* Be sure to reserve a hotel room quickly to secure the group rate. To make a reservation, call the hotel listed below and provide them with the information listed. *\*As additional information becomes available regarding hotel reservations, it will be updated here and on the website.\**

Region	RLA Date	Hotel	Information
West Coast	February 10-11, 2018		
Texas	February 10-11, 2018		
Southeast (FL)	February 17-18, 2018	<i>Fairfield Inn Suites Melbourne Palm Bay/Viera 4355 W New Haven Ave, Melbourne, FL 32904 321-722-2220</i>	<b>\$129 +tax</b> Deadline to reserve room will be 1/26/18
Northeast (PA)	February 17-18, 2018	<i>Best Western Plus 7701 Westbranch Hwy. Lewisburg, PA 17837 570-524-5500</i>	<b>\$110 +tax</b> Deadline to reserve room will be 1/26/18
Southeast (SC)	February 24-25, 2018		
Midwest	March 3-4, 2018	<i>Quality Inn 1830 Rose St. La Crosse, Wisconsin 54603 608-781-1400</i>	<b>\$109 +tax</b> Deadline to reserve room will be 2/2/18
Northeast (NY)	March 3-4, 2018	<i>Franklin Square Inn by Best Western 1 4<sup>th</sup> Street Troy, NY 12180 518-274-8800</i>	<b>\$109 + tax</b> Deadline to reserve room will be 2/2/18



		<i>Hilton Garden Inn</i> 235 Hoosick Street Troy, NY 12180 518-272-1700	<b>\$129 + tax</b> Deadline to reserve room will be 2/2/18
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***\*The group name for all room blocks is "Chi Phi"***

**Do I have to stay at the program hotel?**

No. We offer group hotel rates for your convenience. If you wish to find other accommodations, you are welcome to do so. However, staying at the local Chapter House is ***NOT*** an option for participants.

**Is there a registration cost?**

There is no registration fee; however, Chapters will be invoiced \$75 for every person registered who does not complete the program or who does not find a replacement from his Chapter. Chapters will also be invoiced \$25 for every person and for every day that participants arrive more than thirty minutes late to the program and/or leave before the program concludes.

**What if my plans change?**

If you are unable to attend after completing registration, please have another member of the Chapter register in your place and contact the National Office. You may submit an event change request through Chi Phi Connect or simply call. Cancellations, with no replacement, must be made before the registration deadline above to avoid the \$75 invoice assessed to your Chapter. Substitutions may be made up to the start of the program.

**What are out of pocket costs for the program?**

Individuals/chapters pay for travel, hotel accommodations, and food. Some of these costs can be covered through use of your Chapter Excellence Funds. To inquire about these funds, contact Laura Landry, Director of Development for the Educational Trust, at [Landry@chphi.org](mailto:Landry@chphi.org) as soon as possible.

The only meal provided is lunch on Saturday. Check your confirmation and logistics e-mail to see if your hotel offers a complimentary breakfast. *\*Note: we do try to provide a light breakfast on Saturday and Sunday morning (bagels/donuts/coffee/juice); however, if you need more than this for breakfast—please plan accordingly.*

**When does the program start? End?**

Registration begins at 8:00 a.m. on Saturday morning. Please plan to arrive 15 minutes prior to the start time to check-in at the registration table and get your program materials and nametag. The program officially ends Sunday at 12:00 p.m.



### **How many people from my Chapter have to attend?**

We encourage the Chapter's entire Executive Council plus at least 10% of your Chapter members attend; however, we encourage as many members as possible to attend RLAs. There will be programming applicable to all members!

### **What is the expected attire for the program?**

Participants should be in business-casual attire during the program--khakis and a polo or button up (please, no jeans). You may wish to bring casual attire for Saturday evening.

### **What should I bring with me?**

Officers should bring plans and other helpful officer materials (budget, New Member Education plan, Recruitment Plan, Academic Plan, etc.) A participant guide will be provided; however, everyone should bring a pen, appropriate Chi Phi t-shirts to exchange with other Chapters' members, questions or discussion topics you have for other Chapters, and examples of successful events/practices from your Chapter. *Lastly, a positive attitude and Chi Phi Spirit!*

### **Additional Information:**

Please be sure to check [www.chiphi.org/events/rla](http://www.chiphi.org/events/rla) regularly for updated information regarding individual RLAs. There may be additional Brotherhood activities scheduled for Friday and/or Saturday night. As plans are finalized, details will be posted on the website and emailed to registered participants.

### **Who do I contact with questions?**

Feel free to reach out to your Leadership Consultant or Erin Wilensky, Director of Member Education. Contact information is listed below:

Erin Wilensky:	<a href="mailto:Wilensky@chiphi.org">Wilensky@chiphi.org</a>
Brett Shaw:	<a href="mailto:Shaw@chiphi.org">Shaw@chiphi.org</a>
Jordan Fuqua:	<a href="mailto:Fuqua@chiphi.org">Fuqua@chiphi.org</a>
Peter Mougey:	<a href="mailto:Mougey@chiphi.org">Mougey@chiphi.org</a>
Chris Fernandez:	<a href="mailto:Fernandez@chiphi.org">Fernandez@chiphi.org</a>
Truman Haycock:	<a href="mailto:Haycock@chiphi.org">Haycock@chiphi.org</a>