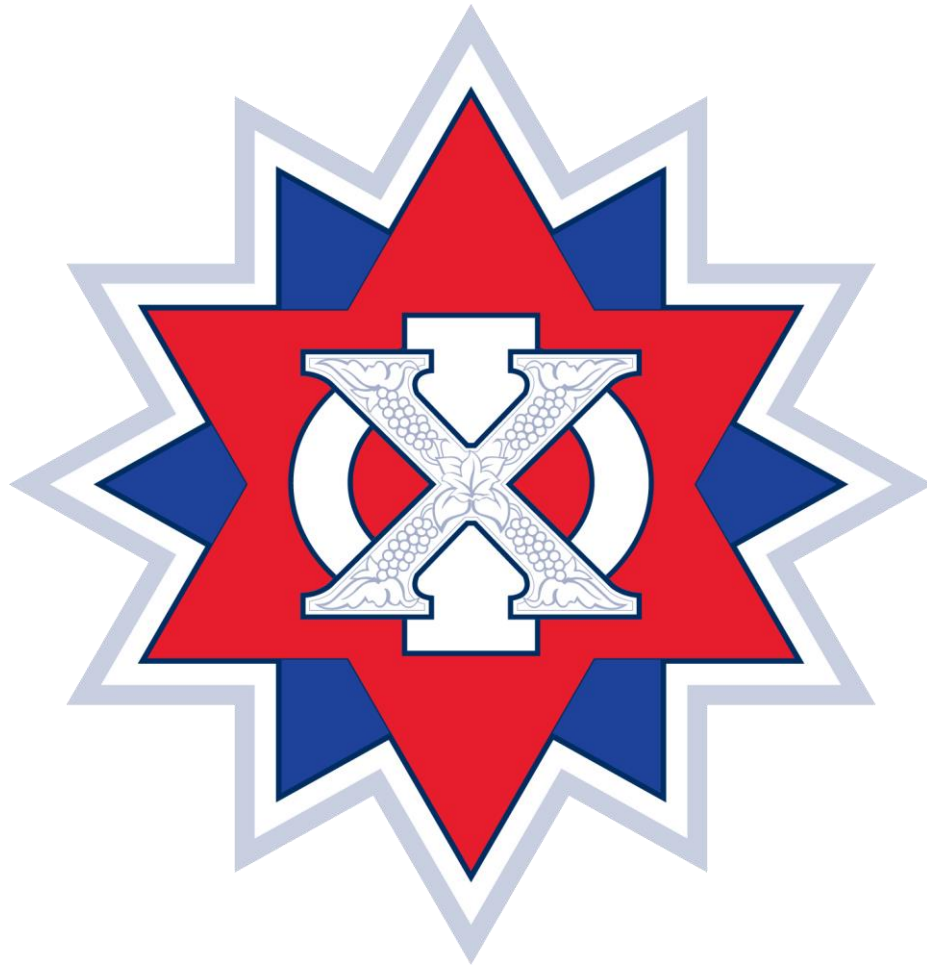


# 2020 Awards Program

Submissions due May 29, 2020, by 11:59pm Eastern



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## Submission Instructions

The process for awards submission is very similar to accreditation. Therefore, please read through and follow the directions below carefully:

1. Identify which award(s) your Chapter will be applying for and read through the requirements of each.
2. Gather the documents needed for each award and title them appropriately (i.e. Year in Review Gehring Award-ETA THETA.) You want to identify what the document is, award it corresponds to, and the name of the Chapter.
3. All documents must be submitted in PDF format.
4. When you are ready to submit your application, you will save all your documents to a Zip Folder.
5. Upload your submission via drop box using the link provided here:  
<https://www.dropbox.com/request/evGsqlTyHvpUi78tScSp>
6. **Note:** If anyone would like to submit their Letter of Recommendation directly to the National Office, please have them email their letter to [awards@chiphi.org](mailto:awards@chiphi.org) by the submission deadline.

**Awards submissions are due May 29, 2020 by 11:59 p.m. (No late submissions will be accepted).** If you have any questions or concerns regarding the awards submission process reach out to either Dan Coutcher at [coutcher@chiphi.org](mailto:coutcher@chiphi.org) or your Chapter's Leadership Consultant.

# Chapter Awards

## **THOMAS GEHRING AWARD FOR CHAPTER EXCELLENCE**

*The 1980 Chi Phi Congress passed a resolution to recognize Chi Phi's outstanding Chapters annually. The Award for Chapter Excellence was named after Dr. Thomas Gehring, Iota Delta 1960, who served as Grand Zeta until his death. The Gehring Award recognizes Chapters which exemplify the characteristics that define the standards by which other Chapters should be evaluated.*

*Applicants for the Gehring award should strive to apply for at least two (2) other Chapter Awards.*

*Provide a year in review narrative that addresses the Chapter's challenges, achievements, improvements, and overall journey during the 2019-2020 academic year. **This should be a detailed, honest reflection of the Chapter.***

*The Chapter should submit an application that addresses/includes the following items:*

- *A letter detailing why the Chapter is deserving of the Gehring Award.*
- *List of short- and long-term Chapter goals which were identified at the beginning of the year with progress updates (from throughout the year) on each.*
- *Description of risk management policies and how the Chapter excels in this area - include specific examples.*
- *Description of all philanthropy and community service events hosted and/or participated in throughout the year along with a description of how the Chapter's efforts have made a positive impact on the community.*
- *Description of how the Chapter has worked on Alumni engagement and outreach and the effects of those efforts.*
- *Description of all Total Membership Education performed throughout the year along with a description of how these educational sessions have made a positive impact on the Chapter and/or community.*
- *Identify participation at National Programming events (i.e. Alphas and Thetas Academy, Regional Leadership Alliances, Regional Ritual Retreats, and Fall Officer Webinars) and discuss the impact these programs have had on the Chapter.*
- *Three (3) Letters of recommendation from Key Alumni, Community Leaders, and/or current University Administrators.*

## **BATES BLOCK CAMPUS INVOLVEMENT AWARD**

*Named for E. Bates Block, Gamma 1940, Eta 1942, Psi Delta 1970, a former Grand Alpha, Grand Gamma, and Grand Eta, this award is presented annually to the Chi Phi Chapter that has demonstrated the best participation, visibility, and involvement in the leadership of extracurricular activities, student functions, and interrelated programs that promote good will and strengthen their respective College or University.*

*The Chapter should submit a written letter/summary that addresses the following items:*

- *Achievements, successes, and improvements made by the Chapter regarding campus involvement during the 2019-2020 academic year. This should be a detailed, honest account of the strides the Chapter has made in this area, the challenges they have faced along the way, as well as successes and growth made throughout the year.*
- *Why is the Chapter deserving of this award?*
- *How is your campus involvement different or superior to other Chapters on campus?*
- *List and provide a description of all activities on your campus led by or participated in by Chi Phi Brothers.*
- *Three (3) letters of recommendation from Key Alumni, Community Leaders, and/or current University Administrators.*

## **OUTSTANDING COMMUNITY SERVICE AWARD**

*This award recognizes Chapters that have achieved an exceptional impact on their communities through acts of service (as opposed to just financial donations).*

*The Chapter should submit an application that that addresses/includes the following items:*

- *List and provide a description of all community service efforts (including total number of service hours) led by or participated in by Chi Phi members. Verification of these hours is recommended.*
- *At least two (2) letters of recommendation from Key Alumni, Community Leaders, current University Administrators, and/or organizations with which the Chapter served.*

**AWARD FOR OUTSTANDING SERVICE TO THE BOYS AND GIRLS CLUBS**

*This award is given to Chapters that have a significant influence on the success of Chi Phi's official philanthropy as adopted by Congress: The Boys and Girls Clubs of America.*

*The Chapter should submit a written letter/summary that addresses the following items:*

- *List and provide a description of all involvement with the Boys and Girls Club throughout the 2019-2020 academic year. The Chapter is welcomed to note any previous experience with the organization as well as any future (continued) plans.*
- *Types of activities done with the BGCA, number of Brothers involved, hours, (if applicable), money donated, and impact made on the community.*
- *At least two (2) letters of recommendation: one (1) by Alumni Volunteers or current University Administrators and one (1) from a representative of the BGCA.*

## **PHILANTHROPIC ACHIEVEMENT AWARD**

*This award recognizes Chapters that achieve an overall level of philanthropic success, on all levels and in all ways.*

*The Chapter should submit a written letter/summary that addresses the following items:*

- *Achievements, successes, and improvements made by the Chapter in the area of philanthropy during the 2019-2020 academic year. This should be a detailed account demonstrating the efforts, challenges, and obstacles the Chapter faced and, hopefully, overcame throughout the year in order to make Philanthropic efforts a priority for all members.*
- *Why is the Chapter deserving of this award?*
- *List and provide a description of all philanthropy efforts (including dollars raised) led by or participated in by Chi Phi members.*
- *At least two (2) letters of recommendation from Alumni Volunteers, University Administrators, and/or representatives from organizations impacted.*
- ***Please note: Hours spent holding a fundraising event will not be considered a philanthropy event or a community service event.***



## **AWARD FOR OUTSTANDING RISK MANAGEMENT PRACTICES**

*The Award for Outstanding Risk Management Practices was established by the 140th Congress of the Fraternity to recognize those Chi Phi Chapters which demonstrate excellence in overall risk management programming and practices.*

*The award will be given to a Chapter that excels in the definition and implementation of their Social Event Policy plan and Crisis Management Plan as well as the level of education provided to all members and the community regarding best risk management practices.*

*The Chapter should submit an application that that addresses/includes the following items:*

- *Submit copies of the Social Policy Plan, guest lists, Crisis Management Plan, along with all Risk Management Programs hosted throughout the 2019-2020 academic year.*
- *Detailed description of how these policies are implemented, and successes and challenges faced regarding risk management. Specific examples are to be included.*
- *Chapter goals to achieve stronger risk management practices within the Chapter and/or the community and steps the Chapter has taken to meet those goals.*
- *At least three (3) letters of recommendation from Alumni Volunteers and/or current University Administrators.*

## **AWARD FOR OUTSTANDING RECRUITMENT PRACTICES**

*The Award for Outstanding Recruitment Practices was established to recognize those Chi Phi Chapters which demonstrate excellence in overall recruitment efforts and planning. The award will be given to a Chapter that demonstrates its ability to establish relationships during recruitment which turn Friends into Brothers.*

*New Member retention and other data may be considered in a finalist for this award.*

*The Chapter should submit an application that addresses/includes the following items:*

- *Submit copies of the Recruitment Plan, including a list of all events and members of the Recruitment Committee.*
- *Detailed description of how these events are implemented, and successes and challenges that the Chapter has faced regarding Recruitment.*
- *Chapter goals to further improve their Recruitment Practices and focus on their Chapter's growth.*
- *At least two (2) letters of recommendation from Alumni Volunteers and/or current University Administrators.*

## **AWARD FOR MOST IMPROVED RECRUITMENT**

*The Award for Most Improved Recruitment was established to recognize those Chi Phi Chapters which demonstrate their efforts to improve their recruitment through both practice and results. The award will be given to a Chapter which has placed emphasis on improving their recruitment and strengthening their Chapter through growth.*

*New Member quantity, retention, and other data may be considered in a finalist for this award.*

*The Chapter should submit an application that addresses/includes the following items:*

- *Submit copies of the Recruitment Plan, including a list of all events and members of the Recruitment Committee.*
- *Detailed description of how the Chapter has taken steps to improve its recruitment process over the past year, including the successes and challenges that the Chapter has faced in these steps.*
- *Chapter goals to further improve their Recruitment and focus on their Chapter's growth.*
- *At least two (2) letters of recommendation from Alumni Volunteers and/or current University Administrators.*

## **OUTSTANDING TOTAL MEMBERSHIP EDUCATION PROGRAM**

*At the 149th Chi Phi Congress in Austin, Texas, this award was approved in order to recognize Chapters who have implemented outstanding, comprehensive total membership education programming which incorporates education for the betterment of fraternal understanding, personal development, and leadership development.*

*The Chapter/Colony should submit an application that addresses/includes the following items:*

- *Detailed outline of all TME programs performed throughout the course of the year. Information should include date, time, those in attendance (percentage of Chapter/any alumni attendees), and specific information regarding the program(s) (i.e. if a speaker was present, content covered, details involved in planning, follow up after the program, etc.).*
- *A summary should also be submitted explaining how these programs benefited Brothers and the entire Chapter—what changes/improvements were seen amongst the Brotherhood?*
- *What plans does the Chapter have for TME in the upcoming year and/or what changes would the Chapter make to the TME program from the previous year—and why?*

## **OUTSTANDING ALUMNI EVENT**

*At the 149th Chi Phi Congress in Austin, Texas, this award was approved in order to recognize an outstanding Chapter Event that promotes positive Alumni relations. The event will be reviewed for effort, outreach, and impact made on both the Alumni and Undergraduate men.*

*The Chapter/Colony should submit an application that addresses/includes the following items:*

- *Detailed explanation of the Alumni event: date, time, those in attendance (number of undergraduates as well as Alumni), and specific details surrounding the event. Explain what took place, how Alumni and undergraduates were involved/engaged with each other, etc.*
- *A summary should also be submitted that explains the benefits this event has on the entire Brotherhood.*
  - *How does Alumni involvement benefit the Chapter?*
  - *What positive outcomes are seen from this event?*
  - *What changes/alterations does the Chapter plan to make to ensure this event remains a success?*
  - *What else is needed from Alumni in regards to support?*
- *A letter of confirmation and recommendation from an Advisor or Alumni Association Officer is **recommended, but not required.***

## **OUTSTANDING NEWSLETTER AWARD**

*This award is designed to recognize the achievements, successes, and improvements in the area of Alumni newsletter development. The newsletters will be reviewed for pertinent and relevant content along with Alumni outreach and engagement.*

*The Chapter/Colony should submit an application that addresses/includes the following items:*

- *A copy of the newsletter that was distributed to all Alumni in both fall AND spring.*
- *A copy of the email in which the Alumni newsletter was distributed should be included in the packet.*
- *A summary explaining the work the Chapter did in writing, organizing, and distributing the Alumni newsletter. The summary should also include information regarding the effect the newsletter has on Alumni relations with the Chapter:*
  - *Does it encourage Alumni to be more involved with the Chapter?*
  - *Do Alumni offer ideas to encourage more Alumni attendance or ways to improve the Chapter?*
  - *What next steps would the Chapter like to take to ensure this newsletter stays effective and engaging?*
- *A letter of confirmation and recommendation from an Advisor or Alumni Association officer is **recommended, but not required.***

## **OUTSTANDING COMMUNICATION/PUBLIC RELATIONS**

*This award is designed to recognize those Chapters that have excelled in promoting the values of the Fraternity through various social media outlets (website, Facebook, Instagram, Twitter, etc.). The Chapter's public relations and communications efforts will be reviewed for level of activity, engagement, and promotion of values and philanthropic/service efforts.*

*The Chapter/Colony should submit an application that addresses/includes the following items:*

- *Links to each social media account (Snapchat, Instagram, Facebook, etc.) and website maintained by the Chapter/Colony.*
- *Three (3) screenshots or other examples of your best social media posts/engagements (no more than 1 year old, as of your submission date).*
- *A summary of actions taken over the past academic year to improve the quality, quantity, and success of your communications efforts and how you plan to maintain these efforts over the course of the next year and beyond. Summary should also include which Officer/Chairman/Brother(s) are responsible for maintaining your accounts.*
- *If your Chapter/Colony does not maintain any of the following, include an explanation why: website, Facebook, Twitter, Instagram.*

# Alumni Organization Awards

*NOTE: Nominations for Alumni organization awards can be made by **any** Chi Phi Brother. All nominations will be accepted via Dropbox. Submissions should be made no later than May 29, 2020.*

## **ALUMNI ASSOCIATION OF THE YEAR**

*This award was created to recognize the outstanding efforts of a Chapter's Alumni Association throughout the past year. The Alumni Association should demonstrate exceptional efforts at bringing together Alumni to support the Chapter and each other.*

*Chapter Advisory Boards are not eligible for this award.*

*The application should include the following items:*

- *A letter outlining the Alumni Association's accomplishments and contributions to the local Chapter and National Fraternity.*
- *At least three (3) letters of support from Alumni members (not Association Officers), Chapter Advisors, Undergraduate members, and/or current University Administrators.*



### **CHI PHI CLUB OF THE YEAR**

*This award was created to recognize the outstanding efforts of a Chi Phi Club throughout the past year. The Club should demonstrate exceptional efforts at improving Alumni relations in their city and other support given to Chi Phi Brothers.*

*The application should include the following items:*

- *A letter outlining the City Club's accomplishments and contributions to the local Alumni and National Fraternity.*
- *A schedule of all Club meetings and social activities from the 2019-2020 academic year.*
- *At least two (2) letters of support from local Alumni members (not Club Officers) or others familiar with the Club's operations.*

# Individual Awards

*NOTE: Nominations for individual awards can be made by **any** Chi Phi Brother. Individual nominations will be accepted via Dropbox link. Submissions should be made no later than May 29, 2020.*

## **WILLIAM M. BYRD ALUMNUS OF THE YEAR**

*This award, named for Br. William M. Byrd, Nu 1953, a Trustee and former Grand Zeta, recognizes the Chi Phi Alumnus who has best distinguished himself in activities and service to (and on behalf of) the Fraternity.*

*The application should include the following items:*

- *A letter outlining this Brother's accomplishments and contributions to society and the Chi Phi Fraternity along with why he is deserving of this award.*
- *At least three (3) letters of support from Alumni members, Undergraduate members, and/or current University Administrators.*

## **CHAPTER ADVISOR OF THE YEAR**

*This recognition distinguishes the top Chapter Advisor(s) within the Fraternity.*

*Nominees should have demonstrated exceptional commitment to the local Chapter and National Fraternity and our Values of Truth, Honor, and Personal Integrity in their role as Chapter Advisor. Letters of recommendation should speak to the Chapter Advisor's ability to mentor, challenge, and develop the Chapter/Colony's leaders and general membership.*

***Non-members acting in the capacity of Chapter Advisor are eligible for this award.***

*The application should include the following items:*

- *A letter from the Chapter/Colony addressing why this individual is deserving of the Chapter Advisor of the Year Award.*
- *At least three (3) letters of support from Alumni volunteers, Undergraduate members, and/or current University Administrators describing this person's effect on the lives of Undergraduate members and Chapter leadership.*

## **CAMPUS ADMINISTRATOR OF THE YEAR**

*This award was created to recognize the outstanding efforts of a campus professional who advises the Greek/Fraternity and Sorority Community on their campus. The nominee should demonstrate the values of the Greek Community and the ability to serve as an advocate for the fraternity/sorority experience.*

*Letters of recommendation should speak to the Administrator's ability to mentor, challenge, and develop the community's leaders and general membership.*

*The recipient need not be a Chi Phi Brother or member of any other Greek organization.*

*The application should include the following items:*

- *A letter outlining the campus administrator's accomplishments and contributions to Chi Phi and the entire Greek Community.*
- *At least three (3) letters of support from Alumni, Advisors, Undergraduate members, and/or current University Administrators.*

### **CARL J. GLADFELTER LEADERSHIP AWARD**

*This award is presented to a graduating Chi Phi Brother who has exemplified himself in leadership and service to his Chapter and to the Fraternity. It is named for Carl Gladfelter, Alpha-Tau 1933, a former Grand Alpha and National Director. One of the most influential leaders in our Fraternity's long history, Brother Gladfelter was a long-time advocate of undergraduate leadership development and recognition throughout Chi Phi.*

*Brothers graduating this past fall and spring are eligible for this award.*

*The application should include the following items:*

- *A letter addressing why this Brother is deserving of the Carl J. Gladfelter Leadership Award.*
- *A list and description of all campus, Chapter, community, and Fraternity activities participated in or led by this Brother during his collegiate career.*
- *At least three (3) letters of support from Alumni volunteers, undergraduate members, and/or current University Administrators.*

### **WILLIAM D. PARR ZETA AWARD**

*This award is presented annually to a current or former Chapter Zeta that has demonstrated excellence in performing the duties of that office. It is named for William D. Parr, Pi (Kentucky Military Institute) 1880, a former Grand Zeta, in recognition of the importance that our customs and heritage have within our Fraternity.*

*The application should include the following items:*

- *A letter addressing why this Brother is deserving of the William D. Parr Zeta Award.*
  - *List and describe the required and additional responsibilities undertaken by this man that make him deserving of this award.*
  - *How and why was this man an excellent Chapter Zeta?*
- *At least two (2) letters of support from Alumni volunteers, undergraduate members, and/or current University Administrators.*

## **AWARD FOR ATHLETIC EXCELLENCE**

*The Award for Athletic Excellence was established by the 137th Congress of the Fraternity to recognize a Chi Phi Brother who demonstrates excellence in athleticism, bringing distinction upon himself and upon his Fraternity.*

*The application should include the following items:*

- *A letter addressing why this man is deserving of the Athletic Excellence Award. Letter should include any activities the member has participated in and how he is a positive influence on the Chapter.*
- *At least two (2) letters of support from athletic coaches, trainers, Alumni volunteers, undergraduate members, and/or current University Administrators.*

## **BEN WAYNE GREIG, JR. AWARD FOR OUTSTANDING CHAPTER SCHOLASTIC CHAIRMAN**

*The Award for Outstanding Chapter Scholastic Chairman was established by the 141st Congress of the Fraternity to recognize a current or former Chapter Scholastic Chairman who demonstrates excellence in overall scholastic programming and practices.*

*The application should include the following items:*

- *A letter addressing why your Chapter's Scholastic Chairman is deserving of the Outstanding Scholastic Chairman Award. Letter should address the influence the Chairman had on the Academic Plan, any academic progress made within the Chapter, along with any additional ideas the Chairman has implemented to ensure that academics stay a priority for all members.*
- *At least two (2) letters of support from Key Alumni, the Chapter's Faculty Advisor, Alumni volunteers, undergraduate members, current University Administrators, and/or other individuals you deem appropriate.*



## **GEORGE MACDONALD OUTSTANDING RISK MANAGER (ETA) AWARD**

*The award for the George MacDonald Outstanding Risk Manager (Eta) Award was established at the 152nd Congress of the Fraternity to recognize a Brother who best personifies the values exemplified by Brother MacDonald.*

*Brother George MacDonald, Kappa Delta 1971, Iota Zeta 1989, Eta Theta 2011, served as the Grand Eta from 1997-2005 and then again from 2009-2017, and he also served as legal counsel to the Educational Trust from 1997-2017. During his guidance, Brother MacDonald has ensured the longevity of the Fraternity, mentored and advised Brothers in regards to responsible risk management practices, and positively impacted countless Brothers across the country.*

*The application should include the following items:*

- *Letter addressing why your Chapter's Eta is deserving of the Outstanding Risk Manager Award. Letter should address:*
  - *The influence the Eta had on risk management practices.*
  - *Challenges, obstacles, successes faced throughout his tenure as Eta.*
  - *Any changes to the risk management policies and procedures at the Chapter level he made that had a positive impact.*
  - *Additional ideas the Eta has implemented to ensure that risk management is understood and followed by all members.*
- *At least two (2) letters of support from Alumni volunteers, undergraduate members, and/or current University Administrators.*