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**43rd Annual State Conference of the South Carolina Organization of**

**Phi Beta Sigma Fraternity, Inc.**

***Chapter of the Year Nomination Form***

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| --- | --- |
| Chapter Name | Chapter Name |
| Chapter President | Chapter President |
| Chapter Advisor | Chapter Advisor |
| Chapter Email: | Chapter Email |
| Chapter Address: | Chapter Address |
| Chapter Type: | Chapter Type |

**Chapter of the Year:**

In order to be considered for Chapter of the Year, your chapter must submit an online or hard copy portfolio/scrapbook in addition to this form. Your portfolio or scrapbook should include the following:

**Scholarship and Academic Achievement -**In this section include any information for scholarships you have given, schools you have adopted, the number of brothers in your chapter with Masters Degrees and above, the academic performance of the chapter you advise, special presentations that took place in chapter meetings and learning opportunities.  For collegiate chapters include any information in regard to GPA, academic achievement, graduating seniors, brothers with internships, special presentations that took place in chapter meetings and learning opportunities.

**Program Implementation and Reporting -**In this section provide documentation on Fraternity programs that your chapter has participated in.  We strongly encourage you to add action photographs.  Also provide a summary and accountability of community service hours.

**Membership and Growth Retention -** Include your membership roster, how much your chapter has grown, things that your members are doing in the community outside of Sigma (ex. military, politician, pastor etc.), newly initiated brothers, reinstated brothers, transferred brothers and membership growth strategies.

**Chapter Operations -**Include information about when and how often chapter elections are held, written chapter budget, risk management for both fraternity and Sigma Beta club, how many brothers are MIP certified, chapter audits.  Also include information for when you chapter meets.

**Chapter Special Projects, Activities and Events -** In this section include information and pictures about service projects that your chapter completes that are not Sigma Global programs.  Report and document chapter signature events, special projects and activities that do not fall under the Program Implementation and Reporting section.

**If you are submitting a hard portfolio or scrapbook, you need to submit at the registration table by 8 am on Saturday, October 12, 2019.**

**Please type on this form.** Mail or email completed form **by October 1, 2019** to:

**Bro. Saani Perry**

*Chief of Staff*

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