

**INTERNATIONAL CHAPTER AWARDS APPLICATION
GAMMA IOTA SIGMA**

The International Chapter Awards were created to encourage each chapter to develop chapter activities around the five vital areas of participation in Gamma Iota Sigma: Chapter Management, Membership Development, Alumni Relations, Public Relations, and Community Service.

These awards may be conferred on any collegiate chapter submitting an application and providing specific examples as to how their chapter met the stated criteria. Each application for the individual awards must include answers to ALL questions listed. Answers should be provided on a separate sheet for EACH award. Applications should be submitted to the Grand Chapter for consideration by June 1 via email to Grace.Grant@gammaiotasigma.org. REMEMBER: there is no limit to the number of International Chapter Awards that can be awarded by the Grand Chapter.

I. CHAPTER INFORMATION

Chapter: _____

Please check all of the International Awards for which you are applying:

- | | |
|---|--|
| <input type="checkbox"/> Chapter Management | <input type="checkbox"/> Public Relations |
| <input type="checkbox"/> Membership Development | <input type="checkbox"/> Community Service |
| <input type="checkbox"/> Alumni Relations | |

II. RECOGNITION

Please provide the following information so that your chapter can be properly recognized for these awards:

University President

Name: _____

Address: _____

Email: _____

Business School Dean

Name: _____

Address: _____

Email: _____



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III. AWARD CATEGORIES

- A. **CHAPTER MANAGEMENT** - The Chapter Management award was developed to encourage effective chapter management and officer leadership skills.

Quality chapter management relative to recordkeeping

1. Please list the contact information for the student organization regulating body at your college/university.
2. Is your chapter in full compliance with the rules and regulations of your college/university?
3. If answer to question above is No, please provide additional detail.
4. Does your chapter regularly submit Monthly Chapter Reports (MCR) to the Grand Chapter?
5. Which Chapter Position is responsible for the submission of the MCR?
6. Does your chapter maintain financial records?
7. If answer to question above is No, please provide additional detail.
8. Which Chapter Position is responsible for maintaining these records?
9. Are your chapter's financial records audited by an external entity (i.e. an entity outside of your own chapter)?
10. If answer to question above is No, please provide additional detail.

Quality chapter management relative to personnel as evidenced by:

11. Does your chapter maintain job descriptions for officers and/or committee chairpersons?
12. If yes, please provide.
13. Does your chapter have a formal transition period for outgoing to incoming officers?
14. If yes, please describe.

Quality chapter management relative to leadership as evidenced by:

15. Does your chapter regularly hold officer meetings?
16. If so, how often do officers meet?
17. On average, what is the level of membership participation on a percentage basis at scheduled chapter activities and programs?
18. Does your Chapter Advisor regularly attend officer meetings and/or other chapter activities?

- B. **MEMBERSHIP DEVELOPMENT** - The Membership Development award provides special recognition to those collegiate chapters able to document a demonstrated commitment to chapter growth, membership maturation and chapter perpetuation.

A chapter commitment to increasing total membership as evidenced by:

1. Did your chapter have a defined recruitment plan this past academic year?
2. If yes, please describe.
3. Does your chapter have a stated yearly new member goal?
4. If yes, was your new member goal met this year?



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A chapter commitment to the maturation of its membership as evidenced by:

5. Specific educational opportunities for your membership: please list/describe.
6. Does your chapter involve members in the planning and implementation of activities?
7. Does your chapter operate Committees for members to participate on?
8. Did your chapter review of issues and information from Annual International Conference in a Chapter meeting?

A chapter commitment to chapter perpetuation as evidenced by:

9. Does your chapter maintain a balance among under-classmen and upper-classmen?
10. Does your chapter retain members until graduation?

- C. **ALUMNI RELATIONS** - The Alumni Relations award was developed to encourage all collegiate chapters to establish a participatory relationship with alumni members of the fraternity.

An active relationship with chapter alumni through recordkeeping as evidenced by:

1. Does your chapter maintain a current mailing address list of alumni?
2. Describe how you keep your alumni records up to date.
3. Does your chapter actively solicit alumni for donations?
4. Is a record of alumni financial contributions kept by the chapter?

An active relationship with chapter alumni through their involvement as evidenced by:

5. Describe your chapter's relationship with GIS alumni as resources for chapter meeting programs, participation at chapter-sponsored industry events, sponsorship of specific chapter activities or events, and/or participation as mentors to current students.

An active relationship with chapter alumni through communication as evidenced by:

6. Does your chapter produce an alumni newsletter?

- D. **PUBLIC RELATIONS** - The Public Relations award was developed to encourage all collegiate chapters to establish and cultivate a program promoting a positive image of Gamma Iota Sigma as a national professional fraternity within the campus and greater public communities.

Promote a positive and professional image for Gamma Iota Sigma on the Chapter's home campus as evidenced by:

1. List meritorious campus-wide student activities in which your chapter participated.
2. List chapter-sponsored campus or community public service projects.
3. Was your chapter featured in, or did your Chapter contribute to, any campus publications?
4. If yes, please provide.
5. Does your chapter participate in your college/university's student government?
6. Has your chapter been recognized by your college/university for academic or leadership distinction this year?



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Promote a positive and professional image for Gamma Iota Sigma in the Insurance and Risk Management Business Community as evidenced by:

7. Describe the personal contact your chapter has had with specific corporate entities.
8. Describe the participation your chapter has had in the business community's public events.
9. Does your chapter involve the corporate community in chapter activities?
10. If yes, please list the events the corporate community was involved in and how.
11. Does your chapter participate/interact with local chapters of professional societies (i.e. IAIP, CPCU, RIMS, PLUS)?

Promote a positive and professional image for Gamma Iota Sigma as a national professional fraternity as evidenced by:

12. Does your chapter maintain high visibility as a collegiate chapter of Gamma Iota Sigma on your campus?
13. If yes, please describe.
14. Do your members apply for national scholarships and internships (i.e. Spencer Educational Foundation scholarships, NAPSLO internship, etc.)?
15. If one exists, does your Chapter participate in a home campus Professional Fraternity Council?

- E. **COMMUNITY SERVICE** - The Community Service award was developed to encourage all collegiate chapters to establish and cultivate a program promoting Community Service.

Recognition of chapter responsibility for Community Service as evidenced by:

1. Does your chapter have 'Community Service' as one of its stated activities?
2. Does your chapter budget include financial support for Community Service activities?
3. Do your Officers place high priority on chapter Community Service?

Demonstration of chapter commitment to Community Service as evidenced by:

4. Does your chapter provide leadership in promoting Community Service activities organized by other entities?
5. List the campus Community Service projects that your chapter plans and organizes.
6. What is the percentage of membership participation in Community Service?
7. Does your chapter participate in public service projects with the community at large?
8. If yes, please provide a list of projects.

Success of chapter's Community Service activities as evidenced by:

9. Please describe how your Community Service activities have met or exceed goals.
10. Describe the impact of your Community Service activities on the community.
11. Describe how your specific activities have become a tradition and are scheduled annually.



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HAVE YOU SUBMITTED ALL APPLICATION REQUIREMENTS?

Please make sure you have submitted all of the following:

- General Application**
- Chapter Management Award** (answered ALL questions)
- Membership Development Award** (answered ALL questions)
- Alumni Relations Award** (answered ALL questions)
- Public Relations Award** (answered ALL questions)
- Community Service Award** (answered ALL questions)
- Supporting Documentation** (if needed)

