

ACCREDITATION RESOURCE GUIDE

CHAPTER OFFICER RESOURCES



PHI DELTA THETA
Become the greatest version of yourself

TABLE OF CONTENTS

INTRODUCTION..... 1

PROGRAM OVERVIEW..... 2

SIX PILLARS..... 3

GENERAL COUNCIL MINIMUM STANDARDS AND CHAPTER EXPECTATIONS..... 4

MILESTONES OVERVIEW 6

MILESTONE 1 CHECKLIST: EARLY FALL REPORT..... 7

MILESTONE 2 CHECKLIST: MID-FALL REPORT 8

MILESTONE 3 CHECKLIST: END OF FALL REPORT 9

MILESTONE 4 CHECKLIST: EARLY SPRING REPORT 10

MILESTONE 5 CHECKLIST: MID-SPRING REPORT 11

MILESTONE 6 CHECKLIST: END OF SPRING REPORT 12

YEAR-ROUND ACCREDITATION FORMS..... 13

BONUS POINTS 14

ACCREDITATION LEVELS AND RECOGNITION 15

2024 AWARDS PROCESS..... 20

BENEFITS AND IMPLICATIONS..... 21

MYPHIDELT USAGE..... 22

FAQ 24

INTRODUCTION

Dear chapter leaders,

Over the past year, General Headquarters has transitioned from our traditional awards program to modernize the support our chapters receive. This transition introduced Phi Delta Theta's Chapter Accreditation Program to the Phi Delt Nation starting during the 2022–23 academic year. The Chapter Accreditation Program replaced and absorbed the current awards program and the Minimum Standards and Chapter Expectations, thus creating a more worthwhile and timely experience for chapter leaders and those supporting the operations.

The Chapter Accreditation Program was created with the chapter's membership in mind. We started by looking at all the essential factors contributing to our most successful chapters. These factors have fallen into six (6) pillars that each play a foundational role in how a chapter ticks.

Through engaging in the Chapter Accreditation Program, you and your fellow chapter members will feel the benefits tenfold. From knowing exactly where your chapter falls within the program all the way to having a defined roadmap toward success, participation in this program will ensure you are working toward success.

The trophies we have come to know and strive for still have a place within the Chapter Accreditation Program. The names like the Oxford Trophy and the Lubbock Trophy are awarded to individual chapters based on their ability to stand out among the crowd. The process to vie for these trophies has been simplified to help capture the most essential information regarding the chapter's success during the academic year.

Additionally, we were determined to create a more straightforward process than the previous awards program. By integrating the program into our membership portal, myPhiDelt, we can streamline the system that our members use on a near-daily basis.

On top of this easy-to-use system, a dashboard is available to allow chapter members to see where the chapter falls within the Chapter Accreditation Program at any given time. Mixing ease of access with real-time information provides the chapter leadership with the tools and pathways to work toward success.

When questions arise, your chapter support coordinator is your best first step to find any answers you need. Additionally, I have made myself readily available to provide one-on-one support as needed to chapters that determine extra assistance may be required. These meetings can be set up by emailing me directly at tsimmons@phideltatheta.org.

We are extremely excited to see the greatness you can achieve through the Chapter Accreditation Program. Aside from being confident in the quality of our many chapter leaders that make up our Phi Delt Nation, we are sure that all chapters have what it takes to learn from this program and be recognized for their greatness.

Yours in the Bond,



Todd Simmons, Director of Member Success

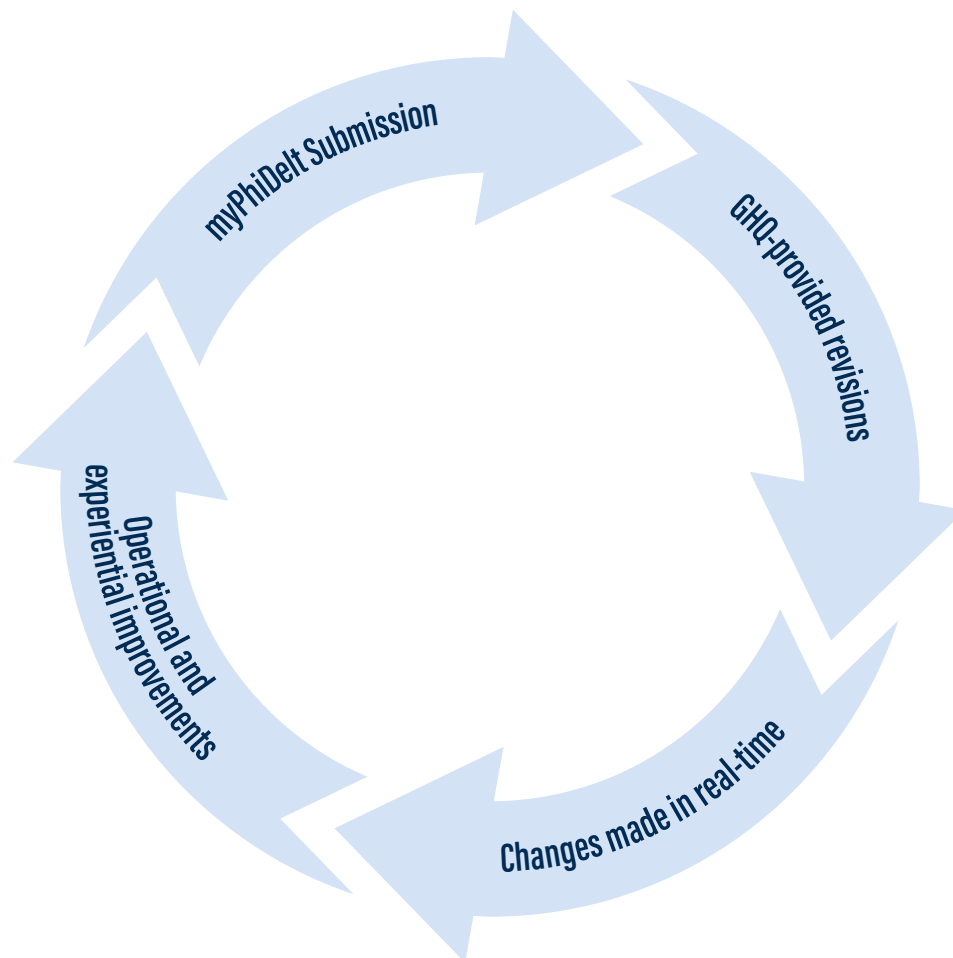
PROGRAM OVERVIEW

Chapters will participate in the Accreditation Program by interacting with several forms on myPhiDelt. Chapter leaders will submit information to their support team throughout six (6) milestones over the academic year. These milestones will include reported information rooted in appropriate timing throughout the year to achieve several outcomes:

1. Create a structure that allows for continuous, timely improvements to be made in all areas of chapter life
2. Redefine how chapters are evaluated by boiling off excess processes and a cumbersome end-of-year task for chapter/alumni leaders
3. Provide real-time information to chapter support coordinators and other relevant staff members within the academic year resulting in follow-up with intent
4. Standardize and further decrease the possibility of subjectivity in the evaluation process
5. Increase the number of chapters participating in the evaluation process striving for more groups meeting or exceeding minimum standards

The components of accreditation will fall into one of the six buckets: *operations, engagement, growth, health/safety, Ritual, and membership education*. As mentioned above, there will be milestones in which items from each pillar will be due through a series of reports. These milestones fall on the following dates and include things that are pertinent to the point in the chapter's academic term: *August 31, October 1, December 1, January 31, March 1, May 1*.

CYCLE OF THE CHAPTER ACCREDITATION PROGRAM



SIX PILLARS

All items that impact a chapter's operations over the academic year have been divided up into six (6) categories:

OPERATIONS

Efficient and effective chapter operations allow membership to focus on the Cardinal Principles. Areas of best practice include financial management, strategic planning, accountability structures, standard operating procedures, brotherhood collaboration, and chapter officer training.

ENGAGEMENT

Chapters on today's campuses have a series of diverse stakeholders including the campus community, local communities, families, alumni, advisors, and General Headquarters. A chapter's ability to successfully manage and inform stakeholders increases the positive impact of chapter initiatives. Areas of best practice include collaboration with advisors, attendance and engagement at Phi Delta Theta events, alumni relations, family relationships, social media and website management, engagement with the LiveLikeLou Foundation, and community service.

GROWTH

Recruitment is the lifeblood of any organization. To foster membership stability and community impact, areas of best practice include software management, recruitment success, and diverse class-year representation.

HEALTH/SAFETY

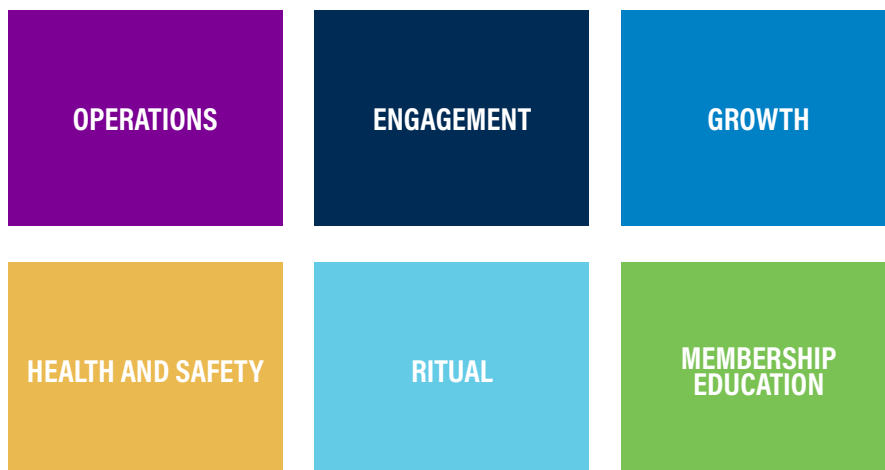
Chapter and community members deserve a safe and thoughtful experience with Phi Delta Theta. Areas of best practice include risk management assessment management, event planning, and policy education.

RITUAL

The Bond is the foundation of Phi Delta Theta; therefore, all aspirations must align with the values and responsibilities outlined in *The Bond*. Areas of best practice include chapter ritual execution and knowledge, performance of secret and public ritual, the use of Roberts' Rules of Order, and ritual equipment inventory maintenance.

MEMBERSHIP EDUCATION

Sound learning is essential to the cultivation of high academic standards and goals for our members. To best support chapter membership in their primary goals throughout their college career, the chapter must provide resources for academic, personal, and professional development. Areas of best practice include PDT U utilization, grade point average information, Phikeia Education, and engagement at Phi Delta Theta events.



GENERAL COUNCIL MINIMUM STANDARDS AND CHAPTER EXPECTATIONS

Every chapter of Phi Delta Theta is held to the following six categories of minimum standards by the General Council. They play a role as being connected to each of one of the six pillars of the Chapter Accreditation Program. These expectations are collected and reviewed by through engagement within the Chapter Accreditation Program, and chapters failing to become Accredited will be assessed according to Phi Delta Theta's Minimum Standards and Expectations implementation procedures as stated on the next page.



GPA

- Chapter GPA above 2.75 or the campus' all-male average GPA



CHAPTER SIZE

- Chapter membership is at or above forty or the IFC average: whichever is lower



PDT U

- 100 percent of the chapter completes the Your Brother's Keeper: Bystander Intervention PDT U module by May 15



PHIKEIA EDUCATION

- Completion of Phikeia education module activities
- Implementation of three standardized programs: Phikeia Induction, Big Brother, and Member Initiation
- Completion of PDT U member education modules



RITUAL

- Read *The Bond* monthly
- Weekly chapter with ritual
- Hold initiation ceremony per Phi Delta Theta's ritual
- 100 percent of ritual equipment



CONFERENCE ATTENDANCE

- McKenzie Family Presidents Leadership Conference
- Kleberg Emerging Leadership Institute
- Biennial General Convention



Ritual

- Each chapter must have (or have on order) a complete set of ritual equipment: (*An altar, the Bible, 2 swords, Pallas, 2 banners, flag, The Bond, 4 ritual books, a coffin, a skeleton, 6 spears, 12 masks, 12 hoodwinks, 2 lamps, 4 officer robes, 11 member robes*)
- Each chapter must perform the ritual on a weekly basis at chapter meetings while college is in session
- Each chapter must read *The Bond* at a chapter meeting at least once per month while college is in session
- Each chapter must utilize and perform the initiation ceremony for all initiations

Implementation Procedure

Alumni members and General Fraternity volunteers and staff will assist the chapter in implementing these expectations. Failure by the chapter to routinely abide by these expectations will result in the chapter's charter being placed on General Council probation for a period not to exceed one year. The chapter will then have up to one year to bring its operations into compliance with the stated standards. Failure to do so will result in immediate charter suspension.

Chapter Representation at Fraternity Conferences

Each chapter must have a representative at every General Convention and McKenzie Family Presidents Leadership Conference. For the Kleberg Emerging Leaders Institute each chapter will be required to send three (3) traditional (Kleberg Track) delegates and one (1) chaplain delegate to the Kleberg Emerging Leaders Institute for a total of four members in attendance. Honors College/Whole Man Scholarship Recipients cannot be sent as traditional Kleberg delegates. If all four required members attend, there will be a travel reimbursement based on the mileage from the chapter address to Oxford, Ohio. Chapters outside a 650-mile radius of Oxford, Ohio will receive a reimbursement rate of twenty cents per mile. Those chapters within the 650-mile radius will receive ten cents per mile.

- McKenzie Family Presidents Leadership Conference:
St. Louis, Missouri January 4–7, 2024
- Kleberg Emerging Leaders Institute: Oxford, Ohio August 3–6, 2024
- General Convention: Atlanta, Georgia June 19–22, 2025

Implementation Procedure

Failure to attend an event will result in a \$1,000 fine. Failure to send the four required delegates will result in failure to meet the Minimum Standards Policy and may result in a \$1,000 fine assessed to the chapter. Failure to attend two events in a row will result in another \$1,000 fine and your chapter's charter will be placed on General Council probation. Failure to attend three events in a row will result in immediate charter suspension.

Phikeia Education Minimum Standard

Each chapter must actively use the General Headquarters Online Phikeia Education Program. Phikeias of the chapter must complete all four (4) online modules located in PDT U before the chapter's initiation. Additionally, Phikeias of the chapter must complete all three (3) following online modules located in PDT U between their initiation and April 30: Your Brother's Keeper: Bystander

Intervention, Diversity and Inclusion, and Risk Prevention. Each chapter must actively use the General Headquarters' three Phikeia Education standardized programs consisting of Phikeia Induction, Big Brother Program, and post-Member Initiation Activity/Activities.

Implementation Procedure

For all online modules, the General Headquarters will extract the completion data on May 15 of each year and review. For the standardized Phikeia education programs, they will be reviewed and tallied during leadership consultant visits. Chapters failing to meet the minimum standard three years in a row may result in General Council probation or charter suspension.

Minimum Chapter Size

The minimum size of each chapter (members and Phikeias) as of May 1 of each year must be forty (40) or greater, or must be of size at least equal to the average fraternity chapter size of all fraternities on the campus at which the chapter is located.

Implementation Procedure

Alumni members and General Fraternity volunteers and staff will assist the chapter in implementing this expectation. Failure by the chapter to do so will result in the chapter's charter being placed on General Council probation for a period not to exceed one year. The chapter will then have up to one year to bring its operations into compliance with the stated standard. Failure to do so will result in immediate charter suspension. This minimum standard will be measured on May 1 each year. (2002)

Scholarship

The minimum semester GPA of each chapter, on a 4.0 scale, must be equal to or higher than a 2.75 or the All-Men's Average (AMA).

Implementation Procedure

Failure to meet the above expectations for one semester will result in a warning letter from General Headquarters. Failure to meet this expectation for two semesters in a row will result in the chapter being placed on General Council probation. Failure to meet this expectation for a third consecutive semester will result in suspension of the chapter's charter. The leadership consultant, province president, and academic adviser will be responsible for aiding the chapter in developing a scholarship program that will encourage academic success within the chapter. (2010)

Member Education Modules

Effective September 2021, all members must complete one of the three (3) online modules: Your Brother's Keeper: Bystander Intervention; Diversity and Inclusion; or Leadership in Action. Therefore, each chapter must complete by May 15 annually with 100 percent completion. Chapters failing to meet the minimum standard two years in a row may result in General Council probation or charter suspension.

MILESTONES OVERVIEW

Six times per year, there will be milestones that a chapter will be expected to fulfill. These milestones will contain items that make up the six pillars of the Chapter Accreditation Program and will serve as opportunities for continuous improvement year-round.

Each item within a milestone will have its respective report located within the Accreditation section of myPhiDelt. During the below dates, the following milestones will be due:

MILESTONE	DATE
Beginning of Fall	August 31
Mid-Fall	October 1
End of Fall	December 1
Beginning of Spring	January 31
Mid-Spring	March 1
End of Spring	May 1

Upon submitting each item within the milestone, the chapter officers will be able to see one of the following statuses: *Submitted-Pending Review*, *Submitted-No Action Needed*, *Submitted-Changes Request (See CSC)*, etc.

Scores associated with each item that a milestone contains directly impact the chapter's accreditation level. These scores will aggregate into one of the following levels of accreditation: *Not Accredited*, *Accredited*, *Bronze Level*, *Silver Level*, and *Gold Level*. Only groups within the Gold-level accreditation status will be invited to apply for major awards and trophies.



MILESTONE 1 CHECKLIST: EARLY FALL REPORT

REPORT NAME	REPORT DESCRIPTION	RESPONSIBLE OFFICERS	COMPLETED
Chapter Budget Report	This report contains the (1) chapter's current operating budget and (2) the written method of dues collections/delinquencies.	Treasurer	<input type="checkbox"/>
Campus Engagement Report	This report will track engagement items among the chapter and with any campus staff.	Any Chapter Officer	<input type="checkbox"/>
CAB Engagement Report	This report will track engagement items among the undergraduate and alumni members of the chapter/ chapter advisory board. This includes individual and group meetings with members of the CAB.	President	<input type="checkbox"/>
Recruitment Program Report	This report contains information about the chapter's recruitment efforts. Reported information will include important dates, tactics, and other actions surrounding membership growth.	Recruitment Chairman	<input type="checkbox"/>
Phikeia Education Program Report	This report will track various items regarding the education of our Phikeias. Reported information will include important dates, programming components, and member/Phikeia expectations.	Phikeia Educator	<input type="checkbox"/>
President Report	This report will acquire information that helps to ensure record accuracy within their General Headquarters files. Reported information will consist of chapter address items, Ritual inventory, and more.	President	<input type="checkbox"/>
Facility Management Program Report	This report will acquire information relevant to the operations of the space that a chapter utilizes for its' operations. This includes but is not limited to chapter houses, university-provided facilities, and lodges.	House Manager	<input type="checkbox"/>

MILESTONE 2 CHECKLIST: MID-FALL REPORT

REPORT NAME	REPORT DESCRIPTION	RESPONSIBLE OFFICERS	COMPLETED
Parent Engagement Report	This report will track engagement items among the undergraduate members and their parents pertaining to chapter programming. Things such as parent events and parent club interactions should be documented here.	Parent Engagement Chair or other	<input type="checkbox"/>
Campus Engagement Report	This report will track engagement items among the chapter and with any campus staff.	President	<input type="checkbox"/>
CAB Engagement Report	This report will track engagement items among the undergraduate and alumni members of the chapter/ chapter advisory board. This includes individual and group meetings with members of the CAB.	President	<input type="checkbox"/>
Chapter Bylaws Report	This report contains the chapter's most up-to-date bylaws.	Vice President	<input type="checkbox"/>
President Report	This report will acquire information that helps to ensure record accuracy within their General Headquarters files. Reported information will consist of chapter address items, Ritual inventory, and more.	President	<input type="checkbox"/>
Ritual Program Report	This report contains items determining the chapter's efforts in practicing Fraternity Ritual.	Warden	<input type="checkbox"/>

MILESTONE 3 CHECKLIST: END OF FALL REPORT

REPORT NAME	REPORT DESCRIPTION	RESPONSIBLE OFFICERS	COMPLETED
Campus Engagement Report	This report will track engagement items among the chapter and with any campus staff.	President	<input type="checkbox"/>
CAB Engagement Report	This report will track engagement items among the undergraduate and alumni members of the chapter/ chapter advisory board. This includes individual and group meetings with members of the CAB.	President	<input type="checkbox"/>
Chapter Retreat Report	This report contains chapter/ brotherhood retreats and officer transition retreats. Each retreat report should be submitted separately to ensure proper evaluation.	Vice President	<input type="checkbox"/>
President Report	This report will acquire information that helps to ensure record accuracy within their General Headquarters files. Reported information will consist of chapter address items, Ritual inventory, and more.	President	<input type="checkbox"/>
University Grade and Size Report	This report will track the chapter's average GPA and membership size compared to the rest of the fraternity community at their institution. Items submitted should be taken directly from your campus staff's most up-to-date community report.	President	<input type="checkbox"/>
Member Development Program Report	This report contains information relevant to the chapter's approach toward developing all members and the programmatic execution of such.	Vice President	<input type="checkbox"/>

MILESTONE 4 CHECKLIST: EARLY SPRING REPORT

REPORT NAME	REPORT DESCRIPTION	RESPONSIBLE OFFICERS	COMPLETED
Chapter Budget Report	This report contains the (1) chapter's current operating budget and (2) the written method of dues collections/delinquencies.	Treasurer	<input type="checkbox"/>
Campus Engagement Report	This report will track engagement items among the chapter and with any campus staff.	President	<input type="checkbox"/>
CAB Engagement Report	This report will track engagement items among the undergraduate and alumni members of the chapter/ chapter advisory board. This includes individual and group meetings with members of the CAB.	President	<input type="checkbox"/>
President Report	This report will acquire information that helps to ensure record accuracy within their General Headquarters files. Reported information will consist of chapter address items, Ritual inventory, and more.	President	<input type="checkbox"/>
Phikeia Education Program Report	This report will track various items regarding the education of our Phikeias. Reported information will include important dates, programming components, and member/Phikeia expectations.	Phikeia Educator	<input type="checkbox"/>
Recruitment Program Report	This report contains information about the chapter's recruitment efforts. Reported information will include important dates, tactics, and other actions surrounding membership growth.	Recruitment Chairman	<input type="checkbox"/>

MILESTONE 5 CHECKLIST: MID-SPRING REPORT

REPORT NAME	REPORT DESCRIPTION	RESPONSIBLE OFFICERS	COMPLETED
Parent Engagement Report	This report will track engagement items among the undergraduate members and their parents pertaining to chapter programming. Things such as parent events and parent club interactions should be documented here.	Parent Club Chair or other	<input type="checkbox"/>
Campus Engagement Report	This report will track engagement items among the chapter and with any campus staff.	President	<input type="checkbox"/>
CAB Engagement Report	This report will track engagement items among the undergraduate and alumni members of the chapter/ chapter advisory board. This includes individual and group meetings with members of the CAB.	President	<input type="checkbox"/>
President Report		President	<input type="checkbox"/>
Scholarship Program Report	This report will track the chapter's efforts and expectations in upholding our value of Sound Learning. Items submitted will be the chapter member's minimum GPA, strategies for holding any who does not meet this accountable, and other programmatic structures currently in place to promote academic excellence.	Scholarship Chairman	<input type="checkbox"/>

MILESTONE 6 CHECKLIST: END OF SPRING REPORT

REPORT NAME	REPORT DESCRIPTION	RESPONSIBLE OFFICERS	COMPLETED
Tax Exempt Status Report	This report will contain information verifying the chapter's tax-exempt status. The most recent tax filing should be submitted to verify this status completely.	Treasurer	<input type="checkbox"/>
Campus Engagement Report	This report will track engagement items among the chapter and with any campus staff.	President	<input type="checkbox"/>
CAB Engagement Report	This report will track engagement items among the undergraduate and alumni members of the chapter/ chapter advisory board. This includes individual and group meetings with members of the CAB.	President	<input type="checkbox"/>
Chapter Retreat Report	This report contains chapter/ brotherhood retreats and officer transition retreats. Each retreat report should be submitted separately to ensure proper evaluation.	Vice President	<input type="checkbox"/>
President Report		President	<input type="checkbox"/>
University Grade and Size Report	This report will track the chapter's average GPA and membership size compared to the rest of the fraternity community at their institution. Items submitted should be taken directly from your campus staff's most up-to-date community report.	President	<input type="checkbox"/>
Risk Management Program Report	This report contains the chapter's risk management policy that is reviewed with the entire membership annually or biannually.	Risk Management Chairman	<input type="checkbox"/>
Member Development Program Report	This report contains information relevant to the chapter's approach toward developing all members and the programmatic execution of such.	Vice President	<input type="checkbox"/>

YEAR-ROUND ACCREDITATION FORMS

There are series of forms that do not live within any specific milestone. Due to the ongoing nature of each report, these are contained within the Year-Round Accreditation Forms tile within myPhiDelt. It is important that chapter officers are submitting these forms as specific operations/events occur so that the chapter is credited for them by the end of the academic year. For a chapter to receive credit for any of the below reports, they must be submitted by the May 1 End of Spring Milestone deadline. *Any programming occurring after the deadline will be considered for the next academic year's Chapter Accreditation Program.*

REPORT NAME	REPORT DESCRIPTION	RESPONSIBLE OFFICERS	COMPLETED
Alumni Engagement Report	This report will track items of engagement among the undergraduate and alumni members of the chapter. This will include both communication engagement (newsletters, etc.) and in-person events (Founders Day, Alumni Club meetings, etc.). An accredited chapter will have submitted no less than four alumni newsletter or event reports per academic year.	Alumni Relations Chairman	<input type="checkbox"/>
Chapter Retreat Report	This report contains both chapter/ brotherhood retreats and officer transition retreats within it. Each retreat should be submitted separately as to ensure proper evaluation. An accredited chapter will submit no less than two retreat reports per academic year.	Vice President	<input type="checkbox"/>
Community Service Report	This form will capture the community service efforts of the chapter throughout the academic year. Chapters should submit all service engagements that members participate in after they occur.	Community Service Chairman	<input type="checkbox"/>
Event Planning Form	Each chapter is required to submit a minimum of six event planning forms per academic year. Any event that includes alcohol in excess of three times the chapter membership is greater than ten miles from the chapter facility or campus, includes contracts, or is co-sponsored by another fraternity or sorority requires an event planning form submission.	Risk Management Chairman, Social Chairman	<input type="checkbox"/>
Philanthropy Report	This report will track dollars raised/ agencies impacted by the chapter through their philanthropic efforts over the past year. Each event/donation should be submitted separately as to ensure proper evaluation.	Philanthropy Chairman	<input type="checkbox"/>

BONUS POINTS

Chapters will have the opportunity to acquire additional points throughout the academic year. These bonus point categories will come in the form of non-required items but are components we encourage the chapter to aim for.

The following items will be assessed for bonus points within the Chapter Accreditation Program:

LIVE LIKE LOU CONNECT AND SERVE ALS FAMILIES ENGAGEMENT

Chapters will be awarded for each ALS family group they work with through the Live Like Lou Foundation.

KNIGHTS OF PALLAS DONORS

Chapters will be awarded for the number of Knights of Pallas donors within the undergraduate membership.

CANADIAN FOUNDATION DONORS

Chapters with members that have donated to the Canadian Foundation within the academic year will receive points.

IRON PHIS

Chapters will be given points for each member to become an Iron Phi (\$1,000 raised, athletic event completed) by the end of the academic year.

PURSUIT OF GREATNESS COMPLETION

Chapters will be awarded points for each module completed within either Personal or Professional Greatness Badges.

Like all other Milestones within the program, the above items will be assessed by the May 1 deadline. General Headquarters will communicate any changes to chapters and alumni leaders before the end of the year.

ACCREDITATION LEVELS AND RECOGNITION

ACCREDITATION LEVELS

AWARD NAME	NUMBER OF GROUPS ELIGIBLE	AWARDING TYPE/ PILLAR	AWARD DESCRIPTION
Not Accredited	Many	Accreditation	Chapters not submitting more than 50 percent of the reports within their Milestones and not meeting the Minimum Standards will fall into this category.
Accredited	Many	Accreditation	Groups submitting more than 75 percent of their Milestones and meeting all of the Minimum Standards.
Bronze Level	Many	Accreditation	Groups submitting 100 percent of their Milestones and receiving 45 percent of the eligible points.
Silver Star	Many	Accreditation	Groups submitting 100 percent of their Milestones and receiving 65 percent of the eligible points.
Gold Level	Many	Accreditation	Groups submitting 100 percent of their Milestones and receiving 85 percent of the eligible points.

AREAS OF RECOGNITION

AWARD NAME	NUMBER OF GROUPS ELIGIBLE	AWARDING TYPE/ PILLAR	AWARD DESCRIPTION
Excellence in Community Service	Many	Engagement	Awarded to chapters that have successfully planned and completed five (5) community service events that have impacted the surrounding community of their university.
Excellence in Philanthropy	Many	Engagement	Recognizes chapters that have raised at least \$100 USD/CAD per member for a cause or organization that has meaning to the chapter.
Iron Phi Chapter	Many	Engagement	Awarded to chapters that have successfully raised \$10,000 USD/CAD for the LiveLikeLou Foundation.
Improvement in Recruitment	Many	Growth	Recognizes chapters that have seen an increase in the number of Phikeias recruited from the previous year and report their new member classes in a timely manner to GHQ.

AREAS OF RECOGNITION

AWARD NAME	NUMBER OF GROUPS ELIGIBLE	AWARDING TYPE/ PILLAR	AWARD DESCRIPTION
Excellence in Recruitment	Many	Growth	Recognizes chapters whose number of new members during the year constitutes at least 30 percent of the chapter's membership and who fully utilize the tolls, resources, and support that drives a culture of successful recruitment.
#1 Chapter Size	Many	Growth	Recognizes chapters that outperform their fraternal peers by maintaining the largest chapter within the university's fraternity system.
Excellence in Risk Prevention	Many	Health/Safety	Recognizes groups that have submitted at least eight (8) Event Planning Forms and have had no risk management violations of the past year.
Excellence in Academics	Many	Membership Education	Recognizes chapters that earn at least a 3.25 average GPA (on a 4.0 scale) in their most recently reported academic semester/quarter.
#1 GPA	Many	Membership Education	Recognizes chapters that outperform their fraternal peers by maintaining the highest semester/quarter grade point average within the university's fraternity system.
Excellence in New Member Retention	Many	Membership Education	Recognizes chapters that have greater than a 90 percent retention rate in the number of Phikeias to the number of initiated new members through considers accurate and timely reporting to General Headquarters.
Excellence in General Headquarters Reporting	Many	Operations	Recognizes on-time and accurate chapter reporting of essential information through the Chapter Accreditation Program. Chapters must have no outstanding roster changes not withstanding graduating members.
Hayward S. Biggers Excellence in Ritual	Many	Ritual	Awarded to chapters that demonstrate quality ritual performance in accordance with the laws of the Fraternity. Chapters must have a full Ritual inventory to be eligible.

MAJOR AWARDS

AWARD NAME	NUMBER OF GROUPS ELIGIBLE	AWARDING TYPE/ PILLAR	AWARD DESCRIPTION
St. Louis Fraternity Education Award	One	Membership Education	Presented to the chapter sponsoring the best continuous fraternity education program for Phikeias, members, and the general public.
Chapter Room of the Year Award	One	Operations	Presented to the chapter that demonstrates an effort to upkeep and utilize the chapter room for ritual/operational purposes. A university-space can be submitted for consideration under this award along with traditional facilities.
Best House Improvement Award	One	Operations	Presented to the chapter that actively works to improve their chapter facility and the surrounding area, considering both internal and external projects.
Parent Club of the Year	One	Engagement	Recognizes a chapter and its parent club that fosters effective and beneficial family engagement through involvement in events and partnerships that foster personal and professional development.
William Allen White Excellence in Communications Award	One	Engagement	Presented to the chapter that exemplifies overall excellence in their use of traditional and digital communication methods through alumni, social media, parent, and recruitment engagement.
Dallas Alumni Relations Award	One	Engagement	Presented to the outstanding undergraduate chapter that promotes the teachings of <i>The Bond</i> among alumni and ensures membership in Phi Delta Theta is not a mere campus interlude, but a Fraternity for life.
Paul C. Beam Trophy	One <i>Chapters must indicate which event submitted through the chapter Accreditation Program that they would like to be considered for this award.</i>	Engagement	Awarded to the chapter with the most outstanding philanthropic efforts through a single-day or long-running philanthropy project that raises money and awareness for an individual or organization in need.

MAJOR AWARDS

AWARD NAME	NUMBER OF GROUPS ELIGIBLE	AWARDING TYPE/ PILLAR	AWARD DESCRIPTION
Lubbock Trophy	One <i>Chapters must indicate which event submitted through the chapter Accreditation Program that they would like to be considered for this award.</i>	Engagement	Presented to the chapter that has demonstrated the most outstanding and comprehensive philanthropic and community service efforts in the current year accounting for passion, time, resources, and financial capital raised.
Stan Brown Trophy	One	Engagement	Presented to the chapter with the most outstanding single-day or long-running community service project through the action of giving time or a service to an individual or organization in need.
Phoenix Trophy	One	Operations	Awarded to the chapter that has demonstrated the most dramatic improvement based on General Council minimum standards and chapter expectations.
Roy L. Anderson Housing Award (Large House)	One	Operations	Recognizes superior facility management by a chapter and house corporation who emphasizes and successfully implements initiatives and programs that contribute to the sustainability and betterment of the facility.
Roy L. Anderson Housing Award (Small House)	One	Operations	Recognizes superior facility management by a chapter and house corporation who emphasizes and successfully implements initiatives and programs that contribute to the sustainability and betterment of the facility.
Binger-Stitt Cultivation of Ritual Award (Previously Religious Life Award)	One	Ritual	Presented to the chapter whose members, individually and in group projects, best seek to develop on their campus the high moral character and service contemplated in <i>The Bond</i> and ritual of Phi Delta Theta.
T. Glen Cary Award	One	Operations	Presented to an outstanding emerging chapter who has succeeded through the challenges of installation and exemplifies the cardinal principles in their internal operations.

MAJOR TROPHIES

AWARD NAME	NUMBER OF GROUPS ELIGIBLE	AWARDING TYPE/ PILLAR	AWARD DESCRIPTION
Founders Trophy	One	Major	Awarded to a chapter at a mid-sized institution that exemplifies the principles of Phi Delta Theta while demonstrating exemplary chapter operations.
Kansas City Trophy	One	Major	Presented to a chapter at a small institution that exemplifies the principles of Phi Delta Theta while demonstrating exemplary chapter operations.
Oxford Trophy	One	Major	Presented to a chapter at a large institution that exemplifies the principles of Phi Delta Theta while demonstrating exemplary chapter operations.
George E. Housser Trophy	One	Major	Presented to the top Canadian chapter demonstrating exemplary chapter operations.

2024 AWARDS PROCESS

AWARDS ELIGIBILITY

- For all areas of recognition: groups that have submitted all reports within the necessary pillar and meeting the award criteria will receive this honor.
- For major awards: groups that are designated as the gold-level of accreditation will be able to submit either a prospectus or a recorded presentation for consideration. Finalists from this pool will be invited to present to a panel of judges in May.
- For major trophies: groups that are designated as the gold-level of accreditation will be able to submit either a prospectus or a recorded presentation for consideration. Finalists from this pool will be invited to present to a panel of judges in May.
- For individual awards: groups wishing to nominate an individual for an honor may do so by the May 1 deadline. The individual recipients will not have any impact on the CAP.

PROSPECTUS/RECORDED PRESENTATION

For major awards, the prospectus should describe why the chapter should receive this honor with supporting information pertaining to that specific award. If a chapter wishes to submit a recorded presentation, the presentation must address the worthiness of the group supported by information pertaining to that award.

- A prospectus shall be a maximum of three-pages, single spaced.
- A recorded presentation shall be a maximum of five minutes in length.

For major trophies, the chapter will submit a prospectus of recorded presentation that addresses the chapter's accomplishments, improvements, programming, and operational excellence over the past year.

- A prospectus shall be a maximum of five-pages, single spaced.
- A recorded presentation shall be a maximum of fifteen minutes in length.

Three staff members will be assigned each major award to review. The reviewers will use a rubric to judge the quality of the content, worthiness of the chapter, and their recommendation as to whether the group should present in front of the panel. The major trophies will be judged in a similar fashion but will have four staff members assigned to each.

PANEL INTERVIEWS

Chapters designated as finalists will receive notice of their status within a week of the May 1 deadline. These chapters will have the opportunity to select two dates/times that work with their schedule. Once confirmed, chapters will receive a Zoom link to use for the panel interview for their timeslot. Potential interview dates will take place during the months of May and June.

Interviews will not exceed thirty-minutes in length. There will be no more than four undergraduate chapter leaders presenting for a single chapter to the panel. Alumni members will not be permitted to present alongside undergraduate members.

The schedule for panel interviews will be published shortly after the McKenzie Presidents Leadership Conference.

The panel will be comprised of the Awards Committee, the Director of Member Success, and the Director of Chapter Support. Each interview will be recorded and distributed to the panel members to aid with later discussion and to account for any absences that may occur. The panel will submit a score at the end of each interview which will be used for the final recommendations to the Awards Committee.

AWARDS COMMITTEE PROCESS

Once the panel interviews conclude, the Awards Committee will receive a listing of potential recipients for each award. As the Committee has traditionally done, the group will convene to discuss all recommendations for the full awards listing. Upon the Awards Committee's approval, the full listing of awards will be sent to the Executive Committee and General Council.

The process of ordering all updated plates and new plaques will initiate directly after the Awards Committee's approval. This will ensure timely creation/delivery of all necessary awards plaques and updated plates.

BENEFITS AND IMPLICATIONS

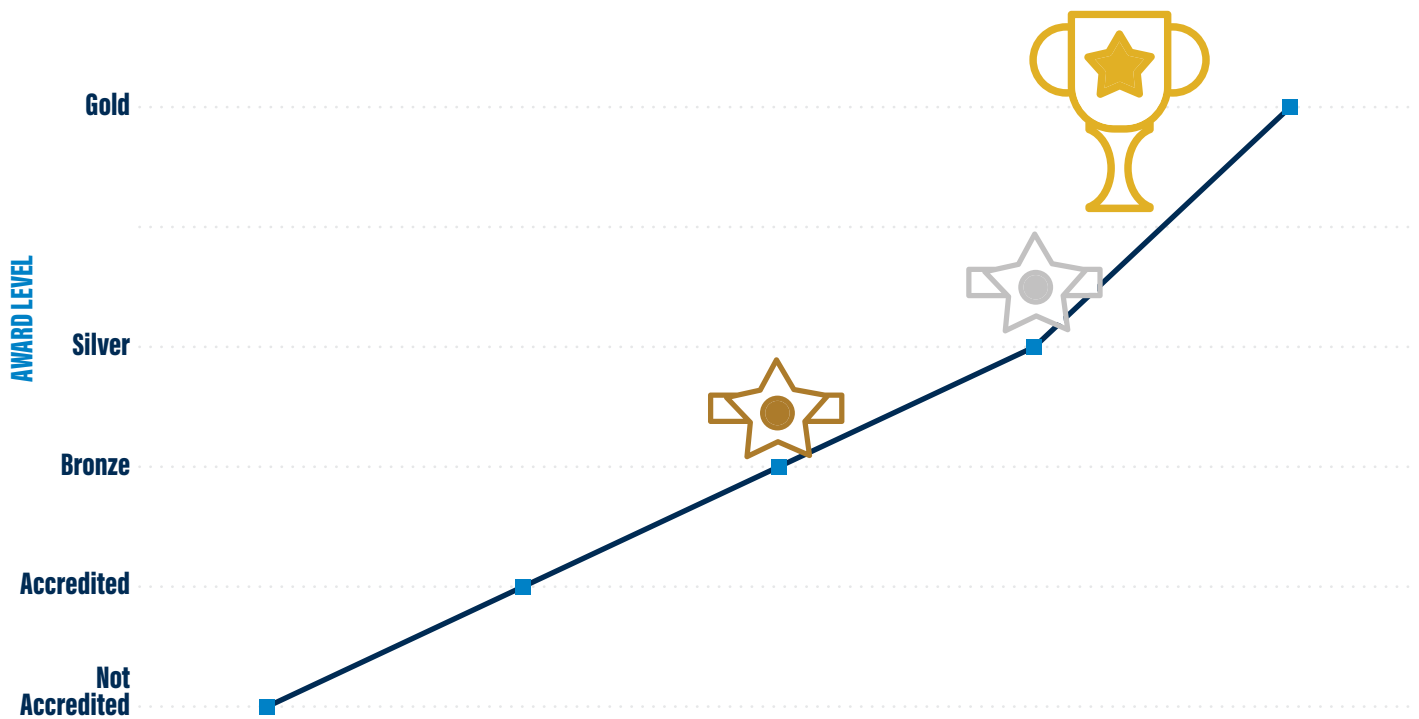
The Chapter Accreditation Program is structured to support each chapter of Phi Delta Theta to operate in the best way possible. By focusing on the items within each of the six pillars, chapters can challenge themselves to grow and improve throughout each milestone. In theory, this should lead to each chapter scoring higher within the program year after year.

There are various benefits of participating in the Chapter Accreditation Program that will impact both the short-term and long-term member experience.

Concurrently, chapters that do not participate in the Chapter Accreditation Program face implications. First, groups that do not participate in the Chapter Accreditation Program run the chance of not meeting the General Council Chapter Expectations and Minimum Standards. As the expectations set by the General Council are woven into this program, it has been created to help chapters achieve these goals as a baseline.

Additionally, groups that do not participate in the Chapter Accreditation Program will not have the opportunity to receive real-time feedback on their operations. As a result, chapters will not have the foresight to make minor improvements that lead to a significant change. Conversely, missing out on advice could later create a more strenuous, considerable, and cultural change.

Last, chapters that do not participate in the Chapter Accreditation Program will not be eligible for chapter recognitions, awards, or trophies. By being accredited or receiving one of the many awards, chapters will see a reduction in their financial expectations in the next academic year. As a result, chapters can provide the best membership experience at an even more affordable level.



MYPHIDELT USAGE

All items for the Chapter Accreditation Program will be accessed through the membership portal, myPhiDelt. Similar to officer forms and awards in the past, chapter officers responsible for each report will navigate a form that is able to directly pull chapter information into it for accuracy.

Follow the below steps to access the accreditation page:

1. [Log into](#) OR [claim your myPhiDelt account](#) (link on phideltatheta.org)
2. Click on your *chapter name* in the upper right-hand corner
3. Click on the *Accreditation tile*

Once you have accessed the Chapter Accreditation Program landing page, you will have access to the following: accreditation level information, milestones, progress dashboard, and reports.

KEY DEFINITIONS

Accreditation Level: Based on points accumulated throughout the academic year, chapters will fall into one of the following categories that are called accreditation levels: not accredited, accredited, bronze level, silver level, and gold level.

Milestones: These are six (6) points throughout the academic year that chapters will submit a series of reports by a stated deadline. All reports can be accessed through the milestones below.

Progress Hub: This is the area that will display your progress within the accreditation program. Check this page to see where your chapter is in relation to the end of year requirements. Province presidents and chapter advisory board members will also have access to this page.

Reports: These are individual items within each milestone. Reports contain information that will either be submitted for documentation purposes or will result in feedback provided directly by a General Headquarters staff member. Each report has an attached description and recommended chapter officer.

Other Forms: This tile, located in your Chapter Accreditation Program Hub, contains several forms that do not directly pertain to the CAP but do impact chapter operations. Forms regarding greekbill and member affiliation can be found here.

Year-Round Forms: Forms within this tile are for recurring operations that the chapter will do several times throughout the year. Items such as community service engagement and alumni engagement are located here.

Chapter Accreditation Program

Welcome to the Chapter Accreditation Program (CAP)! This page will help you navigate the majority of your chapter reporting and accreditation needs. Check out the Guide to Accreditation to familiarize yourself with this new program! not yet provided to you. To view Alpha Chapter's progress toward Accreditation, click into the Progress Tracker. The Progress Tracker will show you throughout the academic year the chapters progress towards becoming accredited.

[Progress Tracker](#)

Milestones & Progress Hub

Below you will find your milestones, year-round forms for accreditation, other general forms, and a FAQ & Key Definitions.

Beginning of Fall Forms



14

Points Possible this Milestone

To view more information about points per form, please view the submission once submitted.



0

Points Awarded this Milestone

To view more information about points per form, please view the submission once submitted.



0.0%

Percentage of Points Earned This Milestone

FAQ

Q: Where are the individual awards going in the accreditation program?

A: The individual and group awards such as Freshman of the Year or Parent Club of the Year will still be awarded annually. These applications will have a deadline associated with the final milestone of the academic term for each chapter and require the submission of content and recommendations. You can find an explanation of individual and group awards on pages 13-17.

Q: What value does this add to the member experience?

A: Members will see the benefits of participating in this program in various ways. First, this will reduce the cumbersome awards submission process by automating some data intake while also focusing on intentional deadlines. Additionally, this will allow chapter and alumni leaders to set better goals and make changes as they work toward becoming an accredited chapter.

Q: Are the items being asked for going to help our chapter once we submit them?

A: Yes! If your submission aligns with our best practices and expectations, you can be assured that your chapter is on the right track. If it is not, your chapter will have the opportunity to take any revisions and improvements suggested by General Headquarters staff and apply them directly to their operations.

Q: Will my chapter be penalized for missing deadlines while learning the new program?

A: Reports submitted after the deadline are subject to a deduction in the overall points awarded for each report. We still encourage chapters to submit outstanding reports, as the information is important for the awards process and can still positively impact the end-of-year total.

Q: Who can see the Chapter Accreditation Program information on myPhiDelt?

A: All undergraduate chapter members and registered alumni on the Chapter Advisory Board will have access to this information. This provides transparency to all folks impacted by the program while allowing the proper officer(s) to submit their report(s).



PHI DELTA THETA
Become the greatest version of yourself