2018 FRATERNITY AWARDS AND ACCREDITATION REPORT INSTRUCTIONAL GUIDE

INTRODUCTION:

Although each chapter of Delta Tau Delta has different strengths and weaknesses, the tool used to measure the quality of which chapter across the nation is consistent: The Fraternity Awards and Accreditation Report (FAAR). As the FAAR has evolved, the Fraternity recognizes its obligation to support chapters as they complete their reports. In order for chapters to receive an appropriate score and meaningful feedback, it is important for each chapter to submit materials in a timely manner that accurately conveys the information the chapter wishes to provide. To assist chapters with this process, the Fraternity has developed this instructional guide.

Within this guide, you will find information on both the awards and accreditation process. There is an extensive amount of information, so it will be important to read this guide thoroughly.

For the accreditation process, you will find all the accreditation standards, a recommended timeline for submission, specific instructions for each item and recommendations for submitting these materials.

For the awards process, you will find the standards for each section of the awards process, detailed instructions for the scoring rubric, submission expectations and an updated grading rubric.

In addition to these two areas, you will find an appendix within which you will find all the standardized forms for completing specific awards and accreditation items.

The Fraternity and its staff and volunteers want each chapter to be successful and are willing to support chapters and members through this process. If there are any questions about either the accreditation or awards process, please contact eth Central Office at 1-800-335-8795.

PURPOSE AND EXPECTATIONS:

This Fraternity Awards and Accreditation Report (FAAR) is the annual report completed by every chapter of Delta Tau Delta. This report should outline the programs and accomplishments completed by the chapter. By submitting this report, the chapter demonstrates its efforts pursuit to the Fraternity's Mission: "Committed to Lives of Excellence." This report should be completed in its entirety, following the instructions exactly as they are written. Accreditation items may be submitted on DeltsConnect at any point throughout the year. Submissions for awards consideration must be submitted on DeltsConnect no later than November 1 and must represent accomplishments in the preceding 365 days prior to submission.

The submission of the accreditation items is mandatory. Failure to submit may result in sanctions up to and including withdrawal of the chapter charter. Fraternity and Division awards are based on the awards submission. The two most prestigious chapter awards in Delta Tau Delta are the Hugh Shields Award for Chapter Excellence and the Court of Honor, given to the top ten and top twenty chapters respectively. The Fraternity will also recognize exemplary programming through awards presented to chapters during Division Conferences. According to Article XIII, Section 7 of the Fraternity Bylaws, a chapter not reaching accreditation by January 15 will not be presented a Hugh Shields Flag or Court of Honor recognition.

PRESENTATION OF FAAR MATERIAL REQUIRED BY THE REPORT MUST BE IN THE FOLLOWING FORM:

Accreditation items submitted via DeltsConnect will be reviewed by staff as they are submitted. If you submit items prior to the November 1 deadline, you should regularly to make sure the item has been approved. If the item is rejected, you will receive a comment and have the opportunity to resubmit. Chapters may submit as many times as necessary prior to the November 1 deadline for approval. Submission received after November 1 will be given no points toward chapter awards, but will still be evaluated for accreditation.

- Materials must be submitted on DeltsConnect in a Word or PDF format to ensure proper evaluation and grading. Excel files are acceptable when appropriate.
- For each question, follow the provided instructions and answer the questions and/ or provide documentation. Some questions call for a simple answer or to complete a chart; others will require documentation. Some items require no submission because the necessary information will be provided in an accreditation item.
- If a question does not apply to your chapter, always address why it does not apply. Points will be deducted for a non-response to any question. Do not combine answers to questions. Answer each question individually.
- Submissions should be written as if the individual reading it does not know anything about the chapter. He likely does not.
- If the chapter is unable to provide information for specific questions based on campus policy or situation, provide a letter or other supporting materials to verify the chapter's achievement. You should always respond to the question and state why an answer could not be provided.

SUBMISSION TIMELINE

FEBRUARY 1 Initial FAAR mailing to chapters informing them of the awards and accreditation process and requirements. Material submitted prior to the November 1 FAAR will be used for the accreditation process. Accreditation materials not submitted by January 15 will result in suspension of all social activity where alcohol is present and the chapter will be enforced until chapter submits the required material.

MARCH 15 The FAAR becomes available via DeltsConnect

APRIL 1 Reminder FAAR email including suggestions for early accreditation submission

SEPTEMBER 1 Second major mailing reminding chapters of the FAAR deadlines and submission requirements.

OCTOBER 1 Reminder FAAR email including suggestions for early accreditation submission.

OCTOBER 25 Deadline for chapters to present Member Responsibility Guidelines to at least 90% of the chapter.

NOVEMBER 1 Deadline for FAAR submissions

DECEMBER 1 Accreditation dashboard in DeltsConnect updated by December 1 using the submissions in the accreditation app. Email sent to Chapter, Chapter Advisor and campus informing:

- • Chapter has achieved accreditation OR

- • Suspension of all social activity where alcohol is present will occur by January 15 if accreditation items are not met.

JANUARY 15 Chapters not meeting accreditation by this date will be required to cancel all events with alcohol. Chapters found to be in noncompliance of this directive will face an MRG violation.

FEBRUARY 15 Final deadline for submitting accreditation material. Email sent ordering cessation of all chapter operations with the exception of those operations related to attaining accreditation. Notification email will include accreditation criteria sheet listing items still needed.

MARCH 1 Chapter officers, alumni advisors and campus will be notified every two weeks of chapter accreditation status. Chapters must continue effort to achieve accreditation before May 1.

MAY 1 Email sent to chapters not meeting accreditation criteria informing them Arch Chapter action will be initiated as authorized by Article XIII of the Fraternity Bylaws. The appointment of an ASC or withdrawal of charter will be considered at the summer Arch Chapter meeting. A chapter representative will be invited to attend the meeting and make a presentation to the Arch Chapter before the withdrawal motion is voted on.

ACCREDITATION

ACCREDITATION ITEMS

ITEM	RECOMMENDED DUE DATE	ITEM	RECOMMENDED DUE DATE
8-Week New Member Period	July 1st	Good Financial Standing	November 1st
80% Initiation Rate	July 1st	Honor Board Due Process	November 1st
Approved Accounting System	July 1st	IRS Form 990	November 1st
Average Chapter Size	July 1st	JDRF Participation	June 1st /November 1st
Chapter Budget	May 1st	Membership Grade Roster	July 1st
Chapter Bylaws	November 1st	MRG Presentation	November 1st
Chapter Collects 98% of Billings	July 1st	New Member Education Program	November 1st
Chapter GPA 2.7	June 1st /November 1st	*Ritual* Certification Form	November 1st
Chapter in Good Standing	November 1st	Sexual Assault Education Program	November 1st
Division/Karnea Attendance	July 1st		

8 WEEK NEW MEMBER PERIOD:

The chapter initiates its new members within the 8-academic week requirement.
- This item will be evaluated based on Central Office records.
- If the chapter initiation is after 8 weeks in the most recent semester, then the chapter must initiate within 8 weeks in the fall to gain accreditation. Chapter will be notified by July 1 if it has not met this item in the spring.

To successfully submit this item, the chapter must select "Yes" from the dropdown menu. If the chapter knows that it has not operated within the standard, the chapter must submit a date for the fall initiation that is in compliance.

80% INITIATION RATE

The chapter demonstrates an initiation rate of 80% of all new members.
- This item will be evaluated based on Central Office records.
- If the chapter initiation rate is below a combined 80% for the previous fall and spring semesters, then the chapter must be above 80% in the fall to gain accreditation. Chapter will be notified by July 1 if it has not met this item in the spring.

To successfully submit this item, the chapter must select "Yes" from the dropdown menu. If the chapter knows that it has not operated within the standard, the chapter must submit a plan to increase its initiation rate during the upcoming fall semester.

APPROVED ACCOUNTING SYSTEM

The chapter uses a Central Office-approved accounting system that maintains the standardized Delta Tau Delta chart of accounts, produces all required financial reports, maintains online archives and collects sufficient financial management information for the chapter. For this reporting year, the following vendors are considered approved:
- QuickBooks Online
- OmegaFi with expense tracker add on
- LegFi budget builder
- GreekBill financial management
- DeltsConnect Budget App
- External professional accountant

To successfully submit this item, the chapter must select the accounting system used by the chapter from the dropdown menu.

CHAPTER BUDGET

The chapter operates with a Fraternity approved budget.
- This item will be scored based on Central Office records of budgets submitted by chapters by the May 1 deadline.
- If the chapter has not submitted a budget to the Central Office, the chapter must submit a budget in DeltsConnect.
- The chapter's budget must begin on July 1 of each year and extend to June 30.
- The budget must be submitted in an approved format (see approved bookkeeping system) unless the chapter has been specifically granted an exemption. Approved formats include DeltsConnect, QuickBooks, LegFi, OmegaFi, or GreekBill or a report from your professional accountant. Budgets from DeltsConnect, QuickBooks and LegFi should be exported into Excel and uploaded here. Budgets from Omega Fi should be exported into PDF and uploaded. Excel spreadsheets created by the treasurer and not exported from one of the approved systems will be rejected.

To successfully submit this item, the chapter must submit a budget to the Central Office through DeltsConnect by the May 1 deadline. If the chapter does not submit a budget by the May 1 deadline, the chapter can submit the budget directly into the accreditation item for review.

CHAPTER COLLECTS 98% OF BILLINGS

The chapter maintains a current record of active member and new member accounts at 98% of billings.

- Provide an accounts receivable list as of July 1 showing only active and new member accounts.
- The graders will compare the total amount past due of all delinquent accounts (>30 days) to the total revenue on the chapter budget to show the chapter is collecting at 98% of billings.
- If the chapter is not collecting at 98% of billings, provide the chapter plan to bring unpaid accounts below 2%. Approved formats include QuickBooks, LegFi, OmegaFi, DeltsConnect or GreekBill. Excel spreadsheets produced from a non approved format (not QuickBooks, OmegaFi, LegFi, GreekBill or an accountant) will not be accepted.

To successfully submit this item, the chapter must submit a budget to the Central Office through DeltsConnect by July 1.

CHAPTER BYLAWS

The chapter utilizes a set of Bylaws that have been reviewed and approved by the chapter within the last 12 months. Such Bylaws must contain the chapter's policy on drunkenness.

A chapter must establish levels and response. An example might include:
- 1st offense: $50 fine
- 2nd offense: $50 fine and 100 hours community service
- 3rd offense: suspension until graduation.
    The Bylaws should be signed and dated to reflect review and adoption by the chapter during the reporting year.
    The chapter should highlight the policy on drunkenness and the date of adoption to assist evaluation.

To successfully submit this item, the chapter must highlight the appropriate areas and submit a copy of the Bylaws in their entirety directly into the accreditation item for review.

CHAPTER GPA 2.7

The chapter maintains an academic average of at least 2.7 on a 4.0 scale OR has a GPA at or above the campus All Men's Average.

Submit a copy of an official campus grade report on university letterhead and/or membership grade roster. Your submission MUST include:
- The chapter must submit grade reports for Fall 2017 and Spring 2018 term. If the chapter is at campus on a quarter system, please submit the Fall 2017 and Spring 2018 grade reports.
- The All-Male Grade Point Average for most recently completed period where data is available.
- The All-Fraternity Grade Point Average for most recently completed period where data is available.
- The ranking of all IFC chapters term GPA for most recently completed period where data is available.

If your school does not produce a grade report, please include a signed letter from the campus staff person responsible for advising fraternities and sororities confirming such a report is not generated. The graders will award points if the letter verifies the chapter is above the AMA and AFA and an approximate rank.

To successfully submit this item, the chapter must submit campus grade report or the letter regarding the policy of the university. This letter must include information whether the chapter is above or below the All-Male and All-Fraternity GPA. The letter should also include an approximate rank if possible, but this specific information is not necessary. Both the campus grade reports and the letters must be generated for both the fall and spring terms. Fall GPA reports should be submitted by June 1. Spring GPA reports should be submitted by November 1.

CHAPTER IN GOOD STANDING

Chapter is in good standing with the host institution regarding behavior, campus policies and the IFC.

- Submit letter of good standing from Office of Greek Life or Dean of Students, or letter indicating when chapter will be considered in good standing on university letterhead.

To successfully submit this item, the chapter must submit a letter from the appropriate campus staff member outlining the current status of the chapter at the host institution.

DIVISION/KARNEA ATTENDANCE

The chapter participates in each division/regional conference with the minimum delegation at each conference.

To successfully submit this item, the chapter must submit the amount of men who attended the most recent Karnea from a dropdown menu and the amount of men who attended the most recent Division Conference. If the chapter failed to send the minimum amount of men required for a chapter delegation, the chapter must submit the names of men (equivalent to the expected attendance for a chapter delegation) who will attend the next Division Conference.

AVERAGE CHAPTER SIZE

The chapter maintains a membership competitive in number, at least equal to the average chapter size on campus.
- Provide college/university-provided documentation regarding the average IFC chapter size and the size of each IFC Fraternity. (E.g. letter on university letterhead, or email from campus advisor's account, etc.)
- If below campus average, chapter must create a growth plan. Download Growth Plan

To successfully submit this item, the chapter must submit the documentation included in the item description. The growth plan is available for download from the instructions.

GOOD FINANCIAL STANDING

The chapter must have an outstanding balance with the Fraternity of no more than $300 as of October 15. The chapter may contact "Accounts Receivable" at the Central Office to determine delinquent accounts or review the chapter's most recent statement. Submit a check to the Fraternity for any delinquent accounts, or submit a written plan by the chapter finance committee and certified by the Director of Business Affairs at the Central Office detailing payment plan. The chapter will NOT be accredited until the successful completion of an approved Financial Action Plan Agreement or until the balance is paid in full.

To successfully submit this item, the chapter must be in good financial standing with the Fraternity and select so from the dropdown box within this item on DeltsConnct. If the chapter has a past due, the chapter must contact the Central Office to develop a Financial Plan. If the chapter is currently on a Financial Action Plan, the chapter must submit the approved Financial action plan.

HONOR BOARD DUE PROCESS

The chapter defines within its operation an Honor Board to handle disciplinary procedures, violation of Fraternity standards and other chapter judicial affairs.

Please pull the chapter's Honor Board Due Process from the bylaws and download here. To be approved, the HBDP must include:
- Timeline for conducting a hearing
  - The HBDP should specify the time frame in which hearings must be conducted (ex: within seven days of the honor board receiving a complaint)
- Documentation used and kept
  - The template of three documents should be included, a complaint form, a summons form and a resolution form.
- Procedure of a hearing
  - This should specify where hearings are to be held, who is allowed to attend and the order of speakers at a hearing.
- Process for appeal to the chapter
  - The appeal process should outline what body an appeal can be made to (the chapter, the executive board, etc...) and what vote is required to overturn an honor board decision.

To successfully submit this item, the chapter must submit the due process section included in the chapter's bylaws. The submission must include all of the information cited above.

IRS FORM 990

Chapter annually submits photocopy of most recently filed version of IRS Form 990.

To receive full credit: Submit photocopy (not the original) of IRS Form 990, 990-EZ or 990-N for the most recent fiscal year ended (typically June 30). The forms and instructions can be found at http://www.irs.gov/instructions/i990/index.html

- To receive partial credit: If the chapter has not yet filed a version of Form 990, please provide name and contact information of person responsible for filing Form 990 and date the form will be filed. Once the form is filed, a photocopy or scanned copy must be sent to the Central Office, attention Accounting.
- Should the chapter file an IRS extension, please submit a photocopy of the extension form. Once the form is filed, a photocopy must be sent to the Central Office, attention Accounting.
- If you choose to submit the 990-N, you must include the receipt from the IRS documenting acceptance of the form, not just submission.
- The form submitted by the chapter must show "2017" in the top right corner.
- Please make sure you keep a copy of the 990 prior to filing with the IRS.
- Submitting to the Fraternity is the 2nd most important part. Do not forget to send the form to the IRS for official filling purposes.

To successfully submit this item, the chapter must submit a photocopy of the most recently filed version of the IRS Form 990.

JDRF PARTICIPATION

The chapter participates in the Fraternity's efforts to support the Juvenile Diabetes Research Foundation. The chapter can verify EITHER:

- At least 80% of the chapter volunteered at a JDRF sponsored walk or gala event OR
- Donated an equivalent of $10 per member to JDRF.

Donated funds are verified by providing a verification letter from the JDRF office where the money was donated to Veronica McSorley by November 1st. If the chapter volunteers at a walk or gala event, the chapter must submit a roster of attending members and a letter of confirmation from a JDRF staff member or designated volunteer of JDRF. Either letter must be on JDRF letterhead.

Please submit documentation for any donation made to JDRF from November 1, 2017 – end of the spring 2018 semester by June 1. For any donation made after the spring 2018 semester, please upload by November 1.

MRG PRESENTATION

The chapter certifies a risk management program approved by the Fraternity has been presented during the fall term with at least 90% of chapter members AND new members in attendance by October 25. The program must cover the Member Responsibility Guidelines and the Fraternity stance against hazing.

- Submit the attached Guidelines Certification Statement with the date and signatures of all members in attendance to be eligible for any points. Form must be signed by an appointed advisor in attendance at the presentation.
- Complete the Guidelines Certification Statement.

To successfully submit this item, the chapter must submit the completed Guidelines Certification Statement, which can be downloaded on DeltsConnect. It is recommended the chapter utilize separate sheets for active members and new members to simplify the submission process for the new member education program accreditation item.

NEW MEMBER EDUCATION PROGRAM

New Member Education Program

The chapter shows proof of the completion of the following events during the new member education period. Each item should be confirmed by either a chapter advisor or a campus representative:

- 90% of the new members are present for the presentation and discussion of the Member Responsibility Guidelines (MRG). Access the sign-in sheet here.
- 90% of the new members are present for the presentation and discussion regarding sexual assault prevention. Access the sign-in sheet here.
- 90% of the new members are present for discussion led by a campus representative regarding hazing prevention and local policies/laws. Access the sign-in sheet here.
- The performance of the *Rite of Iris*. Access the sign-in sheet here.
- New members complete the required initiation examination provided by the Central Office at a proficiency rate of at least 80%. Access the sign-in sheet here.

The chapter can utilize the forms provided to verify each item. The chapter advisor or a campus representative must be present to verify each of these requirements has been completed. All forms must be uploaded separately.

To successfully submit this item, the chapter must submit the certified documentation for each of the items listed. The chapter must utilize the provided standard forms for each item.

MEMBERSHIP GRADE ROSTER

Chapter membership has at least 50% of members above a 2.7

- Include a membership grade roster with the grades of the previous term for every member of the chapter.
- In order to achieve accreditation, 50% of members of the chapter have a 2.7 GPA or above

To successfully submit this item, the chapter must submit a roster (an Excel file, Word File or PDF is acceptable) that includes the term GPA for each member of the chapter.

RITUAL CERTIFICATION FORM

Provide a copy of the *Ritual* Certification Form as completed by the Division President or an appointed volunteer (chapter advisor, chapter consultants, division vice president or assistant advisor) showing the ceremony was memorized. This cannot be signed by an active undergraduate member.

If *Ritual* has not been memorized, please include a plan for memorizing and the next date it will be performed.

- Complete the *Ritual* Certification Form.

To successfully submit this item, the chapter must submit the completed Ritual Certification Form, which can be downloaded on DeltsConnect.

SEXUAL ASSAULT EDUCATION PROGRAM

The chapter has completed a sexual assault education program within the last 12 months with at least 90% of members and new members in attendance.

- Submit the attached Sexual Assault Program Attendance Sheet signed and dated by the program presenter along with signatures of all members in attendance. Active undergraduate members do not count as valid presenters.
- Complete the Sexual Assault Program Attendance Sheet.

To successfully submit this item, the chapter must submit the completed Sexual Assault Program Attendance Sheet, which can be downloaded on DeltsConnect. It is recommended the chapter utilize separate sheets for active members and new members to simplify the submission process for the new member education program accreditation item.

AWARD ITEMS

TABLE OF CONTENTS

ACADEMIC EXCELLENCE

ACADEMIC PERFORMANCE

- This section measures chapter performance in relation to other Delt chapters and to campus peers.

- Results from the preceding Spring and Fall terms are factored into this section.

- Though some schools are on a quarter system and have winter term grades, these are not factored in to the results in an effort to be equitable to all chapters.

- Credit will be given based on whether the chapter GPA exceeds the AMA and/or AFA on its campus or both.

- Credit will also be given if the chapter ranks in the top 50%, the top three and first on campus in the IFC grade rank.

- Each term Central Office staff will calculate each chapter's percentage rank in relation to all Delt chapters. Credit will be given for placing in the 10th, 25th, 50th, 75th and 90th percentiles.

- For schools that do not typically provide the above data, please attempt to contact a school administrator to provide a letter indicating this information and upload it to the accreditation app.

- **THIS ITEM WILL BE GRADED BASED ON CENTRAL OFFICE RECORDS AND/OR THE CORRESPONDING ACCREDITATION ITEMS.**

ACADEMIC SUPPORT PROGRAM

200 Level:
- The chapter ONLY has a 2.5 minimum GPA and provides NO OTHER academic programming.
- Please submit the section of the bylaws which contains this standard and highlight the specific section in yellow.

400 Level:
- The chapter has probation for members not meeting a 2.5 GPA as social probation, requiring study tables, or the equivalent.
- Please include a written copy explaining this policy and highlight the required minimum GPA.

600 Level:
- The chapter has a tiered accountability policy for members who do not meet the minimum GPA for consecutive semesters. The severity of the probation would increase for each consecutive term a member's term GPA is below the standard.

- For example
  - 1st term below = probation
  - 2nd consecutive term below = suspended from chapter
  - 3rd consecutive term below = expulsion.
  - Please include a written copy explaining this policy.

- The chapter also demonstrates enforcement of this policy by including a roster of each probationary member and where in the tiered plan he stands.
- If no members are below the chapter minimum, please verify this by also submitting the same chapter grade roster from accreditation.

800 Level:
- In addition to the 600 level description, the policy provides a program wherein probationary members are required to adopt personalized academic success plans.
- Example: Meet with professors on a regular basis, use the campus writing center, utilize tutoring services, etc.
- Please highlight where this component exists.
- The probationary roster should still be included.

1000 Level:
- In addition to the 600 and 800 level description, the policy provides a program wherein probationary members are receiving 1-on-1 coaching from an external academic advisor. In the submission, please detail the role of the external academic advisor on campus.
- Please include a schedule of meetings (specific dates) OR a meeting verification form for each member receiving attention.
- The probationary roster should still be included.

FINANCIAL EXCELLENCE

IRS 990 FORM

- The chapter will receive credit based on if the chapter has completed the IRS 990 Form Accreditation Item
- Credit will be given based on the chapter having had the form approved by the November 1st deadline.

   Note: No submission is required for the section. These results will be calculated based on the accreditation submission.

APPROVED ACCOUNTING SYSTEM

- The chapter will receive credit based on if the chapter has completed the Approved Accounting System Accreditation Item
- Credit will be given based on the chapter having had the form approved by the November 1st deadline.

   Note: No submission is required for the section. These results will be calculated based on the accreditation submission.

CHAPTER BUDGET

- The chapter will receive credit based on if the chapter has completed the Chapter Budget Accreditation Item
- Credit will be given based on the chapter having had the form approved by the May 1st deadline.

   Note: No submission is required for the section. These results will be calculated based on the accreditation submission.

MONTHLY FINANCIAL REPORTS   *This item has progressive scoring*

- The chapter will receive credit based on if the chapter has completed the Monthly Financial Reports on a regular basis and according to the monthly due dates
- The Central Office will score this item based on its records
- The Central Office will score this item with the following moths in mind:
    - September (Due in October)
    - October (Due in November)
    - November (Due in December)
    - December (Due in January)
    - January (Due in February)
    - February (Due in March)
    - March (Due in April)

0 Level: The chapter submits less than 4 monthly financial reports on time or less than two quarterly statements by an accountant.

600 Level
- The chapter submits at least 4 monthly financial reports on time or at least two quarterly statements by an accountant.

800 Level
- The chapter submits at least 6 monthly financial reports on time or at least three quarterly statements by an accountant.

1000 Level
- The chapter submits all 7 monthly financial reports on time or all quarterly statements prepared by an accountant.

Note: No submission is required for the section. These results will be calculated based on the accreditation submission.

OUTSTANDING BALANCE WITH CENTRAL OFFICE

- The chapter will receive credit based on its outstanding balance with the Central Office as of June 30 of the FAAR year (the last day of the chapter's fiscal year).
- Credit will be given if the chapter has a $0 balance, less than $300, and less than $600.
- No credit will be awarded if the chapter has a balance of $600 or more OR if the chapter has a balance 60 days or more past due.

Note: No submission is required for the section. These results will be calculated based on the accreditation submission.

COLLECTION RATE

- The chapter will receive credit based on the collection rate of members based on an accounts receivable list on June 30 of the FAAR year (the last day of the chapter's fiscal year).
- The graders will compare the total amount past due of all delinquent accounts (>30 days) to the total revenue on the chapter budget to determine the chapter's collection rate.
- Credit will be given based on the chapter having a collection rate at or above 60%, 70%, 80%, 90%, or 98%.

Note: No submission is required for the section. These results will be calculated based on the accreditation submission.

FINANCIAL COMMITTEE MEETINGS

0 Level: The chapter demonstrates no use of a finance committee or financial planning

200 Level
- The chapter shows proof of meeting at least once.
- The chapter must submit minutes from one finance committee meeting

400 Level
- The chapter shows proof of meeting quarterly to review finances.
- The chapter must submit minutes from quarterly finance committee meetings

600 Level
- The chapter submits minutes from a monthly financial meeting.
- The minutes verify attendance by at least the chapter president, vice president, treasurer and advisor.

800 Level
- The chapter submits minutes from a monthly financial meeting.
- The minutes verify attendance by at least the chapter president, vice president, treasurer and advisor.
- The minutes verify individual accounts have been reviewed and the committee has discussed any member accounts with a past due bill (Accounts Receivable)In addition to submitting minutes from monthly finance committee meetings, the chapter should submit copies of invoices sent to members with a past due bill.

1000 Level
- In addition to the 800 Level Item:
- The chapter includes minutes from a budget planning meeting
- This meeting must verify attendance by all the members of the finance committee, as well as all executive and administrative board officers

EXCELLENCE IN RECRUITMENT

CHAPTER SIZE IN RELATION TO CAMPUS AVERAGE

- This section measures the chapter's size in relation to the other IFC fraternities on its campus.
- Credit will be given based on if a chapter is:
  - 200 - More than 20% below the campus average
  - 400 - 10%-20% below the campus average
  - 600 - Within +/- 10% of the campus average
  - 800 - 10%-30% above the campus average
  - 1000 - More than 30% above the campus average.
- All numbers will be rounded to the next highest whole number.
- Example: If the campus average is 57, the 10% range for the 600 level is calculated as 51.3-62.7. These numbers will be rounded to 52-63 to determine whether or not the chapter is in the 10% range.
- Chapters with less than 20 members will not receive credit as this is the minimum number of members required by the national Bylaws.

Note: No submission is required for the section. These results will be calculated based on the accreditation submission.

ANNUAL INITIATION RATE

- This section measures the chapter's annual initiation rate.
- Credit will be given based on if a chapter is:
  - 0 - Less than 70% of new members reported in the year are initiated
  - 200 – 70%-74.9% of new members reported in the year are initiated
  - 400 - 75%-79.9% of new members reported in the year are initiated
  - 600 - 80%-84.9% of new members reported in the year are initiated
  - 800 - 85%-89.9% of new members reported in the year are initiated
  - 1000 - 90%+ of new members reported in the year are initiated
- The percentage will be calculated based on the new members reported in the previous Fall and previous Spring term.
- The data will be pulled from reports submitted to the Central Office by the chapter.

Note: No submission is required for the section. These results will be calculated based on the accreditation submission.

RECRUITMENT EDUCATION AND TRAINING

- The Fraternity believes it is important for members to be trained in recruitment and for education to be provided to men on how to communicate with prospective members and develop relationships..
- This item will score how the chapter conducts recruitment education and training at the following levels.

0 Level: The chapter does not submit documentation of recruitment training.

200 Level

-
- The chapter hosts one recruitment training session for chapter members.
- The chapter must submit an agenda of the training session and an attendance sheet.

400 Level

- The chapter hosts a recruitment training session during each academic term.
- The chapter must submit a dated agenda from each term and an attendance sheet for each training session.

600 Level

- In addition to the 400 level requirement, the chapter utilizes at least one of the three recruitment workshops provided on DeltRoad.org for at least 90% of members prior to the beginning of the term in which first year students can be recruited.
- The chapter should include attendance sheets verifying the chapter's attendance.
- The chapter should also submit a debriefing of the workshop, which should include an evaluation of the workshop, any goals established during the workshop and an analysis of the activities included in the workshop.

800 Level

- In addition to the 600 level requirement, the chapter utilizes all three recruitment workshops provided on DeltRoad.org for at least 90% of members at each workshop.
- The chapter should include attendance sheets verifying the chapter's attendance at each workshop.
- The chapter should also submit a debriefing of each workshop, which should include an evaluation of each workshop, any goals established during each workshop and an analysis of the activities included in each workshop.

1000 Level

- In addition to the 800 level requirement, the chapter utilizes all the recruitment workshops provided on DeltRoad.org for chapter members with least two of these workshops are facilitated by an external resource.
- The chapter should include attendance sheets verifying the chapter's attendance and a brief biography for the external facilitators.
- The chapter should also submit a debriefing of each workshop, which should include an evaluation of each workshop, any goals established during each workshop and an analysis of the activities included in each workshop.

MEMBERSHIP ELIGIBILITY STANDARDS *This item has progressive scoring*

Because recruitment policies and practices differ widely among Delta Tau Delta's campuses, chapters will be assessed on the membership eligibility standards (MES) they hold for potential members and how those standards are implemented.

MES are those qualities a chapter looks for before giving a bid to a potential member.

200 Level
- The chapter has vaguely defined MES.
- Please include a description.
- Example: "He must be a good guy", "He is a smart dude"

400 Level
- The chapter has clearly defined MES
  - Example: Based on the five obligations of membership, the man must:
  - Academics: Have a minimum GPA of "2.75 college or 3.0 high school"
  - Finances: He knows our dues are $500 per semester/quarter and has said he can pay them.
  - Involvement: He is involved in other organizations on campus or has a history of extracurricular activities in high school
  - Recruitment: He has brought a friend to a recruitment event
  - Honorable Conduct: He has demonstrated past leadership (Eagle Scout, Team Captain, etc.) OR at least five brothers can speak to his character

600 Level
- In addition to the 400 level requirement, the chapter demonstrates how the recruitment committee vets candidates by describing how the chapter verifies potential members meet these standards.

800 Level
- In addition to the 600 level requirement, the chapter shows evidence of implementing the MES in the bid voting process.
- This may be demonstrated by including copy of an actual verification sheet used for a potential member, the minutes taken for a bid discussion meeting, scholarship applications, or other similar documents.

1000 Level
- In addition to the 800 level requirement, the chapter's MES are high enough to show a clear commitment to becoming the recognized leader of creative leadership and excellence.
- Please provide a description (in one page or less) of how the chapter's MES are conducive to adjusting or reinforcing the culture of a chapter and how they relate to chapter goals.
- For example: the chapter may discuss how certain standards were put in place to address an issue in the chapter (poor grades, conduct, etc.) OR how certain standards promote a commitment to demonstrated chapter success (good grades, involvement, etc.).

RECRUITMENT PRACTICES

- Delta Tau Delta believes the key to good recruitment is to train members on proper ways to recruit and to develop meaning events and activities to promote the type of environments and conversations conducive to high quality recruitment. This item will evaluate the type of practices the chapter utilizes to insure members are recruiting at a high level

0 Level: The chapter does not document any recruitment practices

200 Level
- The chapter hosts events during a "formal" recruitment period
- The chapter should submit a calendar of events during the formal recruitment period

400 Level
- The chapter hosts events during a "formal" recruitment period and outside of a "formal" recruitment period
- The chapter should submit a calendar of events during the "formal" recruitment period and outside of the "formal" recruitment period. It should be noted when the formal recruitment period occurs.

600 Level
- In addition to the 400 level requirement, the chapter documents monthly recruitment activities
- In addition to items submitted for the previous levels, the chapter should submit descriptions of monthly recruitment events held throughout the academic year.

800 Level
- In addition to the 600 level requirement, the chapter develops a recruitment committee which meets at least monthly.
- In addition to items submitted for the previous levels, the chapter should include minutes from monthly recruitment committee meetings. These minutes must include ongoing review of potential members, discussions of future recruitment event planning and the development of recruitment training for the entire chapter.

1000 Level
- In addition to the 800 level requirement, the chapter develops recruitment teams beyond the recruitment committee and can demonstrate goals for each team.
- In addition to items submitted for the previous levels, the chapter should submit rosters for each team, goals for each team and the process through which the recruitment committee tracks those goals

EXCELLENCE IN INTERNAL OPERATIONS

KARNEA ATTENDANCE

- The chapter will receive full credit for this item if it had full representation at the most recent Karnea.
- Credit will be given based on Central Office records.

BROTHERHOOD PROGRAMMING

0 Level
- The chapter does not demonstrate brotherhood programming
- 200 and 400 Level
- There are no requirements for these levels.

600 Level
- The chapter hosts semi-regular brotherhood events.
- The chapter should submit a list of each event, date, location and a brief (50 words or less) description.

800 Level
- In addition to the 600 level requirement, the chapter has local ceremonies which are designed to promote unity among all brothers in the chapter.
- These may be ceremonies such as ones used in the new member program to promote bonds of brotherhood and communicate the legacy of the individual chapter.
- The chapter can utilize resources found the on DeltRoad.org website for this item.
- In addition to items submitted for the previous levels, the chapter should submit a description of each ceremony.

1000 Level
- In addition to the 800 level requirement, the chapter hosts an annual or bi-annual brotherhood retreat.
- In addition to items submitted for the previous levels, the chapter should submit an agenda of the retreat which should include:
- Date/location of the retreat
- Brief description (75 words or less)
- Number of brothers in attendance

THE CHAPTER MAXIMIZES THE USE OF THE CONSULTANT VISIT

- • The chapter will receive credit for how it prepares for and utilizes the chapter consultant during his regular visit to the chapter.
- • Based on the visit expectations listed here, the chapter will receive credit by fulfilling:
  - 0: 0/11
  - 200: 2/11
  - 400: 4/11
  - 600: 6/11
  - 800: 8/11
  - 1000: 10+/11
- Since all chapters will receive more than one visit per school year, the chapter will receive credit for the highest score achieved during any one visit.
- This item will be scored based on Central Office records.
- The list of expectations includes:
  - Host a meeting of the Executive Board, Administrative Board, New Members, Recent Initiates or General Chapter Members.
  - Perform *Ritual* or *Rite of Iris* (Practice or Live Performance). Colonies can complete the colony new member or initiation ceremony.
  - Provide the Chapter Roll Book (roster for colonies) for review.
  - Designate an appropriate meeting space for all meetings prior to arrival and a clean private room, similar to that of a chapter president, for his stay (if applicable).
  - Invite the consultant to a chapter event (recruitment, brotherhood, service, meals, etc).
  - Officer meetings are set prior to the consultant's arrival.
  - Schedule a time for an educational presentation for a segment of or the entire chapter.
  - Chapter Treasurer attends meeting with updated Budget and Accounts Receivable report which are to be generated through a fraternity approved accounting system.
  - Chapter President reviews the meeting agenda/schedule with the consultant prior to arrival via email or telephone communication.
  - Complete the consultant evaluation survey (at least once) that comes with the final report.
  - 30% of the active members of the chapter have completed the chapter experience (pre-visit) survey.

COMPLETION OF ACCREDITATION ITEMS

- The chapter will receive full credit for this item baed on its ability to submpit and complete accreditation. Credit will be given based on Central Office records.

0 Level: The chapter has not submitted all accreditation items by the Novembers 1st deadline

600 Level
- The chapter has submitted all accreditation items by the November 1st deadline

1000 Level
- The chapter has submitted all accreditation items by the November 1st deadline and all items have been approved by December 1st.
- For clarity, the chapter can have an item reject and resubmit for approval as long as the initial submission is prior to November 1st and the chapter is able to submit the correct items in a timely manner that allows for the item to be approved by December 1st.

GOAL SETTING   *This item has progressive scoring*

0 Level: The chapter does not demonstrate any goal setting

200 Level
- The chapter provides a vague statement of unmeasurable goals without action steps.
- Please submit a list of the chapter's goals.

400 Level
- The chapter has a list of clearly defined and measurable goals.
- Please submit a list of the chapter's goals, and highlight the specific metrics the chapter will use to measure success.

600 Level
- The Chapter has a list of clearly defined and measurable goals and evidence of a process to check progress.
- Please submit a list of the chapter's goals along with a brief description of how the chapter measures progress in achieving these goals.
- The graders will be looking for supporting documents to show evidence of this process. This may be meetings minutes, goal tracking sheets, etc.

800 Level
- In addition to the 600 level requirement, the chapter provides a list of clearly defined goals for each committee and a roster for each committee
- In addition to items submitted for the previous levels, the chapter should submit individual goals for each chapter committee as well as the roster of men responsible for the execution of those goals.

1000 Level
- In addition to the 800 level requirement, the chapter shows proof that at least 80% of the chapter is a member of a committee
- In addition to items submitted for the previous levels, the chapter should submit a roster of all committees verifying at least 80% of the chapter is on a committee of some kind.

OFFICER TRAINING

0 Level: The chapter does not provide documentation for officer training.

400 Level
- The chapter organizes a strategic planning meeting for all chapter officers
- The chapter should include an agenda for the meeting, including a date, expected goals and an attendance sheet

600 Level
- The chapter organizes a strategic planning meeting for all chapter officers and shows proof of utilizing officer manuals found on the DeltRoad.org website
- The chapter should include an agenda for the meeting, including a date, expected goals and an attendance sheet. Additionally, the chapter should include a description of how the resources on DeltRoad.org were used.

800 Level
- <u>In addition to the 600 level requirement,</u> the chapter utilizes an external facilitator for a full day officer training and goal setting retreat
  - In addition to items submitted for the previous levels, the chapter should verify the retreat by submitting the following:
    - Name of facilitator(s)
    - Date of program along with start/end time
    - An outline of topics discussed (a bullet point outline is sufficient, please do not submit PowerPoint slides).
    - Names of brothers in attendance

1000 Level
- <u>In addition to the 800 level requirement,</u> the chapter utilizes an external facilitator for a full day officer training and goal setting retreat prior to at least two academic terms
  - In addition to items submitted for the previous levels, the chapter should verify the retreats for each term by submitting the following:
    - Name of facilitator(s)
    - Date of program along with start/end time for each term
    - An outline of topics discussed (a bullet point outline is sufficient, please do not submit PowerPoint slides).
    - Names of brothers in attendance

EXCELLENCE IN RISK MANAGEMENT

GOOD STANDING ON CAMPUS

- The chapter will receive credit based on its ability to produce documentation verifying its status on campus.
- Chapters in good standing are defined as chapters that have met minimum standards to be a registered campus organization at the host institution. Chapters should ensure they have met all organizational standards, financial commitments and behavioral expectations. If the campus Greek advisor would like to discuss the chapter's status on campus, please contact Ken Tubbs at the Central Office (1-800-335-8795).
- The 600 point item will be based on the Good Standing Letter accreditation item.
- The chapter should submit a letter of recommendation to be eligible to receive 1000 points in this item.

0 Level
- The chapter does not show proof it is in good standing with the host institution by the November 1st deadline.

600 Level
- The chapter shows proof it is in good standing with the host institution by the November 1st deadline.

1000 Level
- In addition to the 600 level, the chapter provides a letter or recommendation from Greek advisor commending the chapter on its performance on campus
- In addition to completing the Chapter in Good Standing Letter, the chapter should upload a Letter of Recommendation from a campus professional responsible for supporting or overseeing Greek Life.

Download the LOR Template

SOCIAL PROGRAMMING

- The chapter will receive credit based on its ability to produce documentation demonstrating its ability to host social programs in accordance with the expectations of Delta Tau Delta
- Please note: social events are defined as any chapter event where non-Delts are in attendance for social purposes.

0 Level
- The chapter does not demonstrate any social programing or does not provide examples of social event programming that explicitly adhere to the MRG.

600 Level
- The chapter hosts social events and demonstrates abiding by the MRG including a specified BYOB plan or third-party vendor and guest list.
- The chapter should include information on how it plans events to be in accordance with the MRG. The chapter must also produce a guest list for each event documented.

800 Level
- The chapter demonstrates a calendar of events equally balancing wet and dry social events.
- While the chapter may not have a 1:1 ratio of wet to dry events, the chapter is able to demonstrate its social programming is not solely rooted in wet events.
- Please submit a list of each event, date, location, and (if necessary) a brief (50 words or less) description of each event.

1000 Level
- The chapter hosts social events that (by its nature) inspire maturity among its members.
- While there are no set guidelines for these types of events, the intent is to challenge the chapter to host events beyond the typical "college party". Examples may include an etiquette dinner, wine tasting, dance lessons, etc.
- Please submit a list of each event, date, location, and (if necessary) a brief (50 words or less) description of each event.

MRG/CAMPUS POLICY VIOLATION

- The chapter will receive full credit for this item if it has not received sanctions form the Fraternity or the host institution for an MRG policy or a campus policy vioaltion
- Credit will be given based on Central Office records.

HONOR BOARD EFFECTIVENESS *This item has progressive scoring*

- Delta Tau Delta believes an indicator of a strong culture of accountability is a high functioning honor board.
- Chapters will receive points in this item based on its ability to document the functions and progress of the honor board.

0 Level: The chapter does not have an operating honor board or the chapter does not provide documentation for this item.

200 Level
- The chapter can provide a list of honor board members. Also, the honor board due process has been approved for accreditation. Also, the chapter's due process has been approved in the accreditation process by the November 1st deadline.
- The chapter should submit a list of all honor board members.
- Failure to have the honor board due process accreditation approved by the November 1st deadline will result in the chapter receiving 0 points in this item.

400 Level
- The chapter provides evidence of Honor Board usage or at least a mock trial per term.
- Please submit the minutes from an actual honor board hearing (or mock trial if a hearing has not taken place during the grading year). The minutes should include:
  - Date and start/stop time
  - List of all those present
  - Statement of charges
  - Summary of evidence
  - Statement of witnesses
  - Final comments
  - Decision and Sanction (if applicable)

600 Level
- The honor board demonstrates sanctioning efforts to appropriately address problems beyond community service and fines.
- This item will be scored based on the submission of the honor board minutes provided by the chapter.

800 Level
- In addition to the minutes the chapter provides, the chapter also shows evidence of training the honor board members by utilizing campus or national resources.
  - To verify the training, the submission should contain and outline including:
    - Name of presenter
    - Date of program
    - Brief description (100 words or less)
    - Names of brothers in attendance

1000 Level
- In addition to the requirements in all previous levels, the honor board demonstrates proactive efforts to reinforce membership obligations and positive conduct.
- So that the chapter can promote positive conduct rather than react to misconduct issues, explain (in one page or less) what the honor board/chapter does to recognize those men who exemplify the values of Delta Tau Delta in their daily actions.

RISK MANAGEMENT EDUCATION

- Delta Tau Delta believes the key to mitigating risk to is to provide strong risk management education to every member of the chapter.
- Chapters will receive points in this item based on its ability to document how it educates its members on topics focused on risk management.

0 Level: The chapter does not document any risk management education.

200 Level

- There are no requirements for this level.

400 Level

- The chapter reviews the MRG with at least 90% of all members in the fall semester by October 25 of the FAAR year.
- This will be scored by the MRG sign in sheet submitted for accreditation purposes.

600 Level

- In addition to the 400 point level, the chapter reviews the MRG with at least 90% of all members twice each year, during which the Code of Conduct is signed by all members of the chapter. The chapter also keeps a signed copy from each man.
- This will be scored by the Central Office accreditation records, please refer to the updated MRG sign-in sheet at the end of this document.

800 Level

- In addition to the 600 level requirement, the chapter brings in an outside speaker (or attends an event) which covers an MRG topic (hazing, alcohol use/abuse, substance abuse, conflict mediation, or bystander behavior) in more detail - attendance must be at least 80%
- Sexual Assault Education will not qualify because it will be evaluated as a separate accreditation item.
- To verify the program, the chapter should submit an outline including:
  - Name of presenter
  - Date of program
  - Brief description (100 words or less)
  - Names of brothers in attendance

1000 Level

- In addition (or congruently) to the 800 level requirement, the chapter provides risk management education to the rest of campus via sponsoring an outside speaker or hosting an educational event.
- To verify the program, the submission should contain an outline including:
  - Name of presenter/program
  - Date of program
  - Brief description (100 words or less)
  - Number of non-Delts in attendance

EXCELLENCE IN MEMBERSHIP EDUCATION

ATTENDANCE AT THE CHARGE

- Credit will be awarded if the chapter had at least one member attend The Charge in the most recent summer.
- This item will be graded based on Central Office records and/or the corresponding accreditation items. No partial credit is awarded.

ATTENDANCE AT IGNITE

- Credit will be awarded if the chapter at had at least one member attend Ignite, 10% or more of its first year members, or 25% or more of its first year members in the most recent summer.
- This item will be graded based on Central Office records and/or the corresponding accreditation items. No partial credit is awarded.

ATTENDANCE AT DIVISION CONFERENCE

- Credit will be awarded if the chapter meets the minimum attendance requirement for division conference.
- This item will be graded based on Central Office records. No partial credit is awarded.

RITUAL PERFORMANCE

- This item is based on the scoring provided in the *Ritual* Certification Form accreditation item.
- Failure to submit this item by November 1st, will result in the chapter receiving 0 points for this item.

0 Level: The chapter does not perform the *Ritual* or does not provide the documentation through the *Ritual* Certification Form accreditation item by the November 1st deadline.

200 Level
- The Chapter performs *Ritual* by means of reading out of the Purple Book.
- Equipment is in need of repair and updating OR equipment is missing.
- Verified by the *Ritual* Certification Form accreditation item

400 Level
- The Chapter performs *Ritual* with general memorization (prompt assistance may be needed). All the equipment is accounted for but is in need of repair and updating.
- Verified by the *Ritual* Certification Form accreditation item.

600 Level
- The Chapter performs *Ritual* with an acceptable amount of errors.
- All the equipment is accounted for and is functional/presentable.
- The Chapter holds a formal meeting at least once per month.
- Verified by the *Ritual* Certification Form accreditation item.

800 Level
- The Chapter performs *Ritual* with flawless memorization and theatrics.
- Verified by the *Ritual* Certification Form accreditation item.

1000 Level
- The Chapter performs *Ritual* with flawless memorization and theatrics AND the rest of the chapter has the audience portions memorized.
- Verified by the *Ritual* Certification Form accreditation item

Download the Ritual Certification Form

RITE OF IRIS PERFORMANCE

- This item is scored by the chapter advisor or a designee approved by the Division President or Central Office Staff.
- The chapter is awarded points based on its performance of the *Rite of Iris*. The chapter must utilize this form to receive points.

0 Level: The chapter does not perform the *Rite of Iris* or does not provide the documentation.

200 Level
- The Priest performs *Rite of Iris* by means of reading out of the Purple Book.
- Equipment is in need of repair and updating OR equipment is missing.
- Verified by the *Rite of Iris* certification form at the end of these instructions.

400 Level
- The Priest performs *Rite of Iris* with general memorization (prompt assistance may be needed). All the equipment is accounted for but is in need of repair and updating.
- Verified by the *Rite of Iris* certification form at the end of these instructions.

600 Level
- The Priest performs *Rite of Iris* with an acceptable amount of errors.
- All the equipment is accounted for and is functional/presentable.
- Verified by the *Rite of Iris* certification form at the end of these instructions.

800 Level
- The Chapter performs *Rite of Iris* with flawless memorization and theatrics.
- Verified by the *Rite of Iris* certification form at the end of these instructions.

1000 Level
- The Chapter performs *Rite of Iris* with flawless memorization and theatrics AND the rest of the performance team has its portion memorized.
- Verified by the *Rite of Iris* certification form at the end of these instructions.

Download the *Rite of Iris* Certification Form

RITUAL EDUCATION

- *Ritual* education is key to a high-quality member experience. This item will evaluate the chapter's current *Ritual* education program.

0 Level: The chapter does not provide documentation for *Ritual* education.

200 Level
- The chapter provides *Ritual* education with each live *Ritual* performance.
- Please include the date of each performance and the topics discussed.

400 Level
- The chapter provides a separate *Ritual* education program for its recently initiated members.
- The chapter should include the date of each lesson and the topics discussed.

600 Level
- The chapter provides monthly *Ritual* education to all active members 3-4 times per year according to the schedule in the White Book.
- The chapter should include the date of each lesson and the topics discussed.

800 Level
- The chapter provides *Ritual* education to all members according to the schedule of the White Book.
- The chapter should include the date of each lesson and the topics discussed.

1000 Level
- The chapter provides a *Ritual* education program open to all members above and beyond what is prescribed in the White Book.
- The chapter should include the date of each lesson and the topics discussed.
- For items beyond the White Book, the chapter should submit a curriculum outlining the objectives of additional *Ritual* education as well as any lessons/activities.

NEW MEMBER EDUCATION   *This item has progressive scoring*

- New Member Education is a key orientation and transition experience for the newest members of Delta Tau Delta.
- Points will be awarded based on the chapter's ability to develop pa high quality new member education experience.

0 Level: The chapter does not provide documentation for new member education

400 Level
- The chapter provides a syllabus of specific dates for meetings and new member expectations of the new member program.
- No submission is required: this will be scored based on the syllabus submitted for accreditation.

600 Level
- The chapter provides a syllabus which specifies where the Life of Excellence manual is incorporated into the program. Please highlight this information in yellow.
- The chapter also provides a local manual which includes detailed information relevant to the local chapter. These topics include (but are not limited to):
  - Local history
  - Information on the campus Greek community
  - Information related to the campus Greek office
  - Shelter rules/policies (where applicable)
  - Local traditions (long standing events, etc...)
  - Information on how the local chapter conducts its chapter meetings
  - Information on how the executive committee, administrative committee, finance committee, and honor board function.
  - Please highlight these sections in yellow.
  - No submission is required: this will be scored based on the syllabus submitted for accreditation.

800 Level
- In addition to the local manual detailed in the 600 level, the chapter also demonstrates the involvement of new members on campus and in the local community.
- The chapter is expected to provide a detailed list of organizations or events in which the new members have participated since the beginning of the new member period.

1000 Level
- In addition to the requirements detailed in the 800 levels, the chapter's new member program contains components which promote personal development and education beyond what is needed to be a Delt. This may include programing to teach/promote goal setting, academic success, leadership, etc.
- Qualifying submissions will enumerate the learning outcomes in the manual and detail the activities/lessons to achieve said outcomes.
- For example: developing effective study skills (presentation from academic advisor), encouraging financial literacy (one-on-one workshop with community financial analyst), dress for success (partnership with local men's clothing retailer), etc.
- Please highlight these sections in yellow.

THE ROAD PROGRAMMING *This item has progressive scoring*

- Points for this item will be awarded based on the amount and quality of the chapter's Road programming.
- All Road programming will be evaluated and broken into one of three tiers:

  - Tier 1: Basic Skills
    Basic skills program usually transfer knowledge from facilitator to attendee without much dialogue between the two. There is learning of an important skill and often there is time allowed for practice of the new skill. There is not usually a high level of reflection involved or a connection made to other programs or concepts. Examples of Tier 1 programs include, but are not limited to, how to tie a tie, how to grill meat, how to dress for success, wine tasting/food pairings, how to apply for graduate school, how to build a resume, how to cook, dinner/meeting etiquette and teambuilding workshops.

  - Tier 2: Critical Thinking
    Programs that begin to present opportunities for critical thinking appear in Tier 2. They offer perspectives or opinions to attendees and encourage dialogue, questioning, and debate. There is less lecturing by the facilitator and more dialogue is driven by participants. Reflection is encouraged and goal setting may emerge as part of this experience. Examples of Tier 2 programs include, but are not limited to, Understanding financial security, Paying down debt, developing healthy lifestyle habits, mental health awareness, utilizing a panel of professionals to discuss career paths, informative session on Title IX, developing skills for personal goal setting, developing safe online practices, how to build a professional identity, understanding social/emotional intelligence, personal values exploration and how to be an involved/influential alumnus.

  - Tier 3: Putting Knowledge into Action
    Tier 3 programs encourage attendees to put knowledge into practice/application. They include much reflection and personal values connecting to issues that impact the chapter, community, or individual. They require the participant to act, not just during the program, but consistently, in other contexts throughout life. They challenge the participant to make difficult decisions and reflect on the consequences of those decisions. Examples of Tier 3 programs include, but are not limited to, Understanding and appreciating diversity and inclusion, understanding a personal identity and how that impacts the world around me, preventing sexual assault, bystander intervention training, addressing mental health and concerns, understanding the role masculinity plays in fraternities and ethical decision making training.

THE ROAD PROGRAMMING *This item has progressive scoring*

- Chapters should utilize this program evaluation guide to submit descriptions of their Road programs.

0 Level: The chapter does not offer member education.

200 Level
- The chapter provides 2 member education programs throughout the year that are Tier 1 or Tier 2.
- The chapter should submit a program submission form for each program.

400 Level
- The chapter provides 4 member education programs throughout the year, where at least 2 of programs are at Tier 2.
- The chapter should submit a program submission form for each program.

600 Level
- The chapter provides at least 5 member education programs throughout the year, where at least 2 of the programs are Tier 2, and 2 of the programs are Tier 3.
- At least one program must involve an outside speaker
- At least one program is co-sponsored with a non-Greek organization, a local business or a non-profit organization.
- The chapter should submit a program submission form for each program.

800 Level
- In addition to the 600 level requirement, the chapter has developed a comprehensive member education plan for the year, outlining which programs they will host for the year, whom will facilitate those programs, the target audience for each program, and a tentative date for each program.
- Additionally, the chapter must submit this plan by May 1st of the calendar year in which the plan will be enacted. This plan should be emailed to Casey Krone, Director of Member Education, at Faar@delts.org.

1000 Level
- In addition to the 800 level requirement, the chapter submits an executive summary of not only the programming that they completed, but also a reflection on how the Road programs impacted their membership. This executive review should include a full summary of each program, attendance, assessment data, and an overall summary of the programming impact on the chapter.
- The chapter should utilize this assessment tool to cultivate data from the chapter members.
- All questions about this item can be sent to Casey Krone, Director of Member Education, at Faar@delts.org.

COMMUNITY INVOLVEMENT

ALUMNI RELATIONS

0 Level: The chapter does not engage alumni.

200 Level
- The chapter actively engages its Volunteer Advising Team (VAT).
- Please submit a brief description of how the chapter actively communicates with the VAT.

400 Level
- The chapter communicates with general chapter alumni once per year.
- Please submit a dated copy of the alumni newsletter.

600 Level
- The chapter communicates with general chapter alumni twice per year.
- Please submit a dated copy of both alumni newsletters. Note: the letters should not be from the same academic term.

800 Level
- The chapter hosts at least one event per year in conjunction with campus alumni activities or athletic events (eg: alumni weekend, tailgates for football games, etc.)
- To verify this event please submit an outline including:
    - Date of program
    - Brief description
    - Names of alumni brothers in attendance.
    - Note: the names will be used by the Central Office in an effort to track alumni engagement.

1000 Level
The chapter engages alumni in instances or events beyond homecoming and sporting events.
To verify this event/program please submit an outline including:
- Date of program
- Brief description
- Names of alumni brothers in attendance.
- Note: the names will be used by the Central Office in an effort to track alumni engagement.

    Examples of qualifying events include (but are not limited to):
- Founder's day activities
- Alumni fundraising events
- Awards banquet

CAMPUS INVOLVEMENT

0 Level: The chapter does not document involvement on campus

600 Level
- The Chapter has at least 1/3 of its members involved in a non-Greek organization.
- Please submit a list of members and their extracurricular organizations. The percentage will be calculated based on the chapter size included in the membership roster accreditation item.

800 Level
- The Chapter has at least 2/3 of its members involved in a non-Greek organization.
- Please submit a list of members and their extracurricular organizations, also note which members are officers by including their title. The percentage will be calculated based on the chapter size included in the membership roster accreditation item.

1000 Level
- The Chapter has 100% of its members involved in a non-Greek organization.
- Please submit a list of members and their extracurricular organizations. The percentage will be calculated based on the chapter size included in the membership roster accreditation item.

IFC INVOLVEMENT

0 Level: The chapter does not have chapter members serve as an elected/appointed officers on IFC or an equivalent board

600 Level
- The chapter provides proof of chapter members running for an elected position or nominated for an appointed position on IFC or an equivalent board
- Please submit a list of members who are run for an elected or nominated for an appointed position on the IFC or equivalent board. The chapter should also include a description of the structure of that board and a description of the position.

800 Level
- There are no requirements for this level.

1000 Level
- The chapter has chapter members serve as an elected/appointed officer on IFC or an equivalent board
- Please submit a list of members who hold an elected or appointed position on the IFC or equivalent board. The chapter should also include a description of the structure of that board and a description of the position.

COMMUNITY SERVICE

Chapters will be given credit based on an "hours per man per academic year" basis. All members (new members and active members) associated with the chapter during the academic year will count toward the total chapter size used to calculate the hours per man. The thresholds will be:
- 200: 5+ hours per man per academic year
- 400: 10+ hours per man per academic year
- 600: 15+ hours per man per academic year
- 800: 20+ hours per man per academic year
- 1000: 25+ hours per man per academic year

Please verify documentation using the document titled Community Service Hours Report Form on the community service instructions page of the awards submission app on DeltsConnect.

Please note the definition of community service hours. These are hours when members of the chapter are directly serving members of the community.

Qualifying examples include:
- Working at a soup kitchen or food pantry
- Staffing a philanthropy event (eg. passing out water at a JDRF run)
- A Habitat for Humanity build

Non-qualifying examples include:
- Running/walking in a JDRF event (Relay for Life, etc. Please note this is different from volunteering to run the event)
- Hours committed to plan and execute the chapters philanthropy event
- Practicing for and participating in another organization's philanthropy event

Download the Community Service Report

JDRF SUPPORT *This item has progressive scoring*

200 Level
- There are no requirements for this level.

400 Level
- The chapter supports JDRF by participating in a JDRF walk or other event.
- Please submit a dated screenshot of the team's registration page.

600 Level
- The chapter supports JDRF by donating or volunteering at an event OR hosted a fundraising event with total proceeds to JDRF equaling less than $25 per member.
- IF VOLUNTEERING: Please submit a letter of confirmation from the chapter's JDRF contact
- IF FUNDRAISING: Please submit:
  - Date of program
  - Brief description
  - A receipt for the dollars donated to JDRF

800 Level
- The chapter organizes/hosts a chapter specific event to raise money for the nearest JDRF chapter with total funds raised being $25 per member or more.
- To verify the event, the submission should contain an outline including:
  - Date of program
  - Brief description
  - Dollars donated to JDRF

1000 Level
- In addition to the 800 level requirement, the chapter provides a JDRF/Type 1 diabetes educational component to the campus community.
- To verify the program, the submission should contain an outline including:
  - Name of presenter
  - Date of program
  - Brief description

MISCELLANEOUS

FALL CHAPTER SURVEY

- Delta Tau Delta believes in listening to its members and does so by developing surveys for undergraduate members. These surveys are linked to emails sent to chapter officers prior to the visit from the Chapter Leadership Consultant.
- To encourage members to complete the survey, the Fraternity will award points to chapters whose members complete the survey.
  - 600: At least 10% of the chapter's active members
  - 800: At least 20% of the chapter's active members
  - 1000: At least 30% of the chapter's active members
- This item is based on Central Office records. No submission is required.
- If you would like to take the survey, please contact your Chapter Leadership Consultant for information.

SPRING CHAPTER SURVEY

- Delta Tau Delta believes in listening to its members and does so by developing surveys for undergraduate members. These surveys are linked to emails sent to chapter officers prior to the visit from the Chapter Leadership Consultant.
- To encourage members to complete the survey, the Fraternity will award points to chapters whose members complete the survey.
  - 600: At least 10% of the chapter's active members
  - 800: At least 20% of the chapter's active members
  - 1000: At least 30% of the chapter's active members
- This item is based on Central Office records. No submission is required.
- If you would like to take the survey, please contact your Chapter Leadership Consultant for information.

CHAPTER UTILIZES A FAAR CHAIRMAN

Delta Tau Delta believes the FAAR is an important tool for members and chapters. To encourage chapters to utilize the FAAR, the Fraternity will award points to chapters that utilize a FAAR chairman or explicitly assigns the duties of the FAAR to an officer.

0 Level: The chapter does not have an appointed or elected officer whose primary responsibility is the organization and submission of the FAAR.

600 Level
- The chapter includes the responsibilities of the FAAR into an already existing chapter officer. The FAAR is not the primary responsibility of this officer.
- The chapter should submit the section of the bylaws that highlights the responsibilities of the officer over the FAAR.

1000 Level
- The chapter does have an appointed or elected officer whose primary responsibility is the organization and submission of the FAAR.
- The chapter should submit the section of the bylaws that highlights the responsibilities of the officer over the FAAR.

GRADUATING MEMBER FORM

- Alumni are a vital part of the Fraternity. To engage alumni, it is important to have current contact information on members. The Fraternity loses a significant amount of that information when members graduate.
- To encourage undergraduate chapters to work with graduating members to update contact information, the Fraternity will award points to chapters that provide information on its graduating members to the Central Office.

0 Level: The chapter does not submit updated information on graduating seniors prior to the end of the spring term.

600 Level
- The chapter submits updated information on graduating seniors prior to the end of the spring term.
- The chapter will be awarded points based on its ability to compete the graduating senior contact update form and submitting it to the central Office by June 1st. The form can be downloaded here.

1000 Level
- The chapter submits updated information on graduating seniors prior to the end of the spring term and at least 50% of the graduating seniors complete the graduating senior survey.
- The chapter will be awarded points based on its ability to compete the graduating senior contact update form and submitting it to the central Office by June 1st. The form can be downloaded here.
- The chapter will receive full points if 50% of the men listed in the graduating senior contact update form have completed the Delt Experience Survey. This survey is used to analyze how the Fraternity has provided a positive experience throughout the member's time as an undergraduate member.

UNIQUE CHAPTER PROGRAMMING

- Delta Tau Delta wants to encourage creativity and progressive programming in its chapters.
- For this item consider what programs your chapter does which distinguish itself as a leader on campus.
- Please limit your submission to one page and explain how the event/program challenges the stereotypical definition of "fraternity" on your campus.

OFFICER ELECTIONS

- Delta Tau Delta believes in a uniform officer experience for members. Part of this model is the cycle in which members serve in an officer role.
- The chapter will receive points if the holds its election for 12 month officer terms during the month of November.
- Chapters will be expected to update its officers through Officer Portal between November 1 and December 5 annually. Failure to update officers by that point will result in the chapter receiving 0 points for this item.
- Points are awarded based on Central Office Records. No submission is required.

SOCIAL MEDIA ENGAGEMENT

- As the campus experience becomes more integrated with technology, it is important to Delta Tau Delta for chapters to have a positive presence on social media platforms.
- Chapters will receive points based on its frequency of posts on social media.
- Points are awarded based on Central Office Records. No submission is required.

0 Level
- The chapter does exist on any social media platform

600 Level
- The chapter operates a social media account on each of the following: Facebook, Twitter and Instagram.

800 Level
- The chapter operates a social media account on each of the following: Facebook, Twitter and Instagram. The chapter also posts at least once per month on each of the platforms.

1000 Level
- The chapter operates a social media account on each of the following: Facebook, Twitter or Instagram. The chapter also posts at least once per week on each of the platforms.

GRADING RUBRIC

ACADEMICS:

CATEGORY: ACADEMICS	0	200	400	600	800	1000	WEIGHT
Fall GPA	Chapter Earned a GPA <2.5	Chapter earned at least a 2.5 GPA but not above the AMA or AFA	-	Chapter is above EITHER the AMA or AFA	-	Chapter is above both the AMA and AFA	10
Fall Chapter GPA Rank	-	-	-	At or Above 50%	Top 3	1st on Campus	10
Fall Percentile Among DTD Chapters	-	10%+	25%+	50%+	75%+	90%+	10
Spring GPA	Chapter Earned a GPA <2.5	Chapter earned a 2.5 GPA but not above the AMA or AFA	-	Chapter is above EITHER the AMA or AFA	-	Chapter is above both the AMA and AFA	10
Spring Campus Rank	-	-	-	At or above 50%	Top 3	1st on Campus	10
Spring Percentile Among DTD Chapters	-	10%+	25%+	50%+	75%+	90%+	10
Academic Support Program	The Chapter does not demonstrate an academic support plan.	The Chapter's GPA requirement to be in good standing is a 2.5.	The Chapter has an accountability policy for not meeting its standard to the equivalent of social probation or required study hours.	The Chapter has an accountability policy for not meeting the chapter's GPA standard and a tiered sanction plan for repeat occurrences	**In addition to the 600 point item,** the Chapter adds a provision which requires probationary members to develop a personal academic success plan.	**In addition to the 600 and 800 point item,** the Chapter adds a provision where probationary members meet with an external academic advisor.	40

FINANCES:

CATEGORY: FINANCES	0	200	400	600	800	1000	WEIGHT
IRS 990 Form	Chapter does not submit the IRS Form 990 by the Nov 1 deadline or the chapter's IRS form 990 is not accepted by the Nov 1 deadline	-	-	-	-	The chapter's IRS form 990 is accepted by the Nov 1 deadline	5
Approved Accounting System	The Chapter does not verify it contracts with a financial management system by the Nov 1 deadline.	-	-	-	-	The Chapter is able to verify it contracts with a financial management system by the Nov 1 deadline.	5
Chapter Budget	The chapter does not submit a budget to the Central Office by May 1.	-	-	-	-	The chapter submits a budget to the Central Office by May 1.	10
Monthly Financial Reports	The chapter submits less than 4 monthly financial reports on time or less than two quarterly statements by an accountant.	-	-	The chapter submits at least 4 monthly financial reports on time or at least two quarterly statements by an accountant.	The chapter submits at least 6 monthly financial reports on time or at least three quarterly statements by an accountant.	The chapter submits all 7 monthly financial reports on time or all quarterly statements prepared by an accountant.	10

FINANCES CONTINUED:

CATEGORY: FINANCES	0	200	400	600	800	1000	WEIGHT
Outstanding Balance as of June 30 of the reporting year	Any balance more than 60 days past due.	-	-	<$600	<$300	$0	30
Collection Rate	<50%	60%+	70%+	80%+	90%+	98%+	30
Finance Committee Meetings	The chapter demonstrates no use of a finance committee or financial planning	The chapter shows proof of meeting at least once.	The chapter shows proof of meeting quarterly to review finances.	The chapter submits minutes from a monthly financial meeting. The minutes verify attendance by at least the chapter president, vice president, treasurer and advisor.	The chapter submits minutes from a monthly financial meeting. The minutes verify attendance by at least the chapter president, vice president, treasurer and advisor AND individual accounts (accounts receivable) have been reviewed during the meeting. The chapter should show proof of invoices sent to men who carry a balance with the chapter.	In addition to the 600 and 800 item, the chapter provides finance committee meeting minutes for each month the chapter operates AND shows proof of a budget planning meeting which should include the members of the finance committee and each chairman of the executive and administrative committees.	30

RECRUITMENT:

CATEGORY: RECRUITMENT	0	200	400	600	800	1000	WEIGHT
Chapter size in relation to the campus average	< 20 members	Is more than 20% below the campus average.	Is 10-20% below the campus average.	Is within 10% of the campus average.	Is 10-30% above the campus average.	Is 30%+ above the campus average.	10
Annual Initiation Rate	<70%	70%+	75%+	80%+	85%+	90%+	15
Recruitment Education/ Training	The chapter does not provide recruitment education or training for members.	The chapter hosts one recruitment training session for chapter members.	The chapter hosts recruitment training during each term of the academic year.	The chapter utilizes one of the recruitment workshops that are provided on DeltRoad.org for all members prior to the beginning of the semester in which first year students can be recruited.	The chapter utilizes all the recruitment workshops provided on DeltRoad.org for chapter members.	The chapter utilizes all the recruitment workshops provided on DeltRoad.org for chapter members. At least two of these workshops are facilitated by an external resource.	25

RECRUITMENT CONTINUED:

CATEGORY: RECRUITMENT	0	200	400	600	800	1000	WEIGHT
Recruitment Practices	The chapter does not document any recruitment practices	The chapter hosts events during a "formal" recruitment period.	The chapter hosts events outside of a "formal" recruitment period.	The chapter documents monthly recruitment activities.	In addition to the 600 point criteria, the chapter develops a recruitment committee and provides monthly meeting minutes. Minutes must include the following: Ongoing review of potential new members, Event/program planning and chapter training/ recruitment education planning.	In addition to the 600 and 800 point criteria, the chapter develops recruitment teams beyond the recruitment committee and can demonstrate goals for each team. The chapter should also include the process through which the chapter review the goals on a regular basis.	25
Membership Eligibility Standards	The Chapter does not have membership eligibility standards.	The Chapter has vaguely defined membership requirements that are not easily measured	The Chapter has clearly defined and measurable eligibility standards	The Chapter has clearly defined and measurable eligibility standards and has a clear process for how the recruitment committee vets candidates.	The Chapter has clearly defined and measurable eligibility standards. Also, it shows evidence of implementation during bid voting.	The Chapter has clearly defined and measurable eligibility standards that address an issue (i.e. poor grades) in the chapter or promote a commitment to excellence.	25

INTERNAL OPERATIONS:

CATEGORY: INTERNAL OPERATIONS	0	200	400	600	800	1000	WEIGHT
Chapter had full attendance at the last Karnea	No	-	-	-	-	Yes	5
Brotherhood Programming	The chapter does not demonstrate brotherhood programming.	-	-	The chapter hosts	10% or more of first year members attend.	25% or more of first year members attend.	5
The Chapter maximizes the use of the consultant visit	The chapter completes no visit expectations	The chapter completes at least 2/11 visit expectations	The chapter completes at least 4/11 visit expectations	The chapter completes at least 6/11 visit expectations	The chapter completes at least 8/11 visit expectations	The chapter completes at least 10/11 visit expectations	10
Completion of Accreditation Items	*The chapter has not submitted all accreditation items by the Nov 1 deadline.*	-	-	The chapter has submitted all accreditation items by the Nov 1 deadline.	-	The chapter has submitted all accreditation items by the Nov 1 deadline and all items have been approved by Dec 1.	10

INTERNAL OPERATIONS CONTINUED:

CATEGORY: INTERNAL OPERATIONS	0	200	400	600	800	1000	WEIGHT
Goal Setting	The chapter does not demonstrate any goal setting.	The chapter provides a vague statement of unmeasurable goals without action steps.	The chapter has a list of clearly defined goals.	The Chapter has a list of clearly defined goals with an explanation of how success is specifically defined and measured and evidence of a process to check progress.	In addition to the 600 level, the chapter provides a list of clearly defined goals for each committee and a roster for each committee.	In addition to the 800 level, the chapter shows proof that at least 80% of the chapter is a member of a committee.	35
Officer Training	The chapter does not provide documentation for officer training.	-	The chapter plans a strategic planning meeting for all chapter officers.	The chapter plans a strategic planning meeting for all chapter officers and shows proof of utilizing officer manuals found on DeltRoad.org.	In addition to the 600 level, the chapter utilizes an external facilitator for a full day officer training and goal setting retreat.	In addition to the 800 level, the chapter hosts a full day officer training and goal setting retreat with an external facilitator prior to at least two academic terms.	35

RISK MANAGEMENT

CATEGORY: RISK MANAGEMENT	0	200	400	600	800	1000	WEIGHT
Good Standing on Campus	The chapter does not show proof it is in good standing with the host institution by the Nov 1 deadline.	-	-	The chapter shows proof it is in good standing with the host institution by the Nov 1 deadline.	-	Chapter provides a letter or recommendation from Greek advisor commending the chapter on its performance on campus	5
Social Programming	The chapter does not demonstrate any social programing or does not provide examples of social event programming that explicitly adhere to the MRG.	-	-	The chapter hosts social events and demonstrates abiding by the MRG including a specified BYOB plan or third party vendor and guest list.	The chapter demonstrates a calendar of events equally balancing wet and dry social events. While this may not be a 1:1 ratio, the chapter is able to demonstrate its social programing is not solely rooted in wet events.	The chapter hosts social events that (by its nature) inspires maturity among its members.	5
MRG/Campus Policy Violations	The chapter received sanctions from the Fraternity or the host institution for an MRG violation or a campus policy violation.	-	-	-	-	The chapter did not receive sanctions from the Fraternity or the host institution for an MRG violation or a campus policy violation.	25

RISK MANAGEMENT CONTINUED:

CATEGORY: RISK MANAGEMENT	0	200	400	600	800	1000	WEIGHT
Honor Board Effectiveness	The chapter does not have an operating honor board	The chapter can produce a list of honor board members. Also, the chapter's due process has been approved in the accreditation process by the Nov 1 deadline.	The chapter provides evidence of Honor Board usage or at least a mock trial per term.	The Honor Board demonstrates sanctioning efforts to appropriately address problems beyond community service and fines.	The chapter provides evidence of Honor Board member training utilizing campus or national resources.	The Honor Board demonstrates proactive efforts to reinforce membership obligations and positive conduct.	25
Risk Management Education	The chapter does not document any risk management education.	-	The Chapter reviews the MRG with at least 90% of all members in the fall semester by October 25 of the FAAR year.	The Chapter reviews the MRG with at least 90% of all members twice each year, during which the Code of Conduct is signed by all members of the chapter. The chapter also keeps a signed copy from each man.	The Chapter brings in an outside speaker (or attends an event) which covers an MRG topic in more detail - attendance must be at least 80%. Sexual Assault Education does not qualify as it is evaluated in a separate item.	The chapter provides risk management education to the rest of campus via sponsoring an outside speaker or hosting and educational event.	40

MEMBER EDUCATION:

CATEGORY: MEMBER EDUCATION	0	200	400	600	800	1000	WEIGHT
Attendance at The Charge	No attendance	-	-	-	-	At least 1 member	5
Attendance at Ignite	No attendance	-	-	At least 1 first year members attend	10% or more of first year members attend	25% or more of first year members attend	5
Attendance at Division Conference	Does not have a presence at division conference	-	-	-	-	Chapter meets the attendance requirement	5
***Ritual* Performance**	Chapter does not perform the *Ritual*	Performs *Ritual* by means of reading out of the Purple Book. Equipment is in need of repair OR is missing	Performs *Ritual* with general memorization (with prompt assistance). Equipment is accounted for but in need of repair and updating.	Performs *Ritual* with an acceptable amount of errors. Equipment is functional/ presentable. Chapter conducts formal chapter at least once a month.	Performs *Ritual* with flawless memorization and theatrics.	Performs *Ritual* with flawless memorization and theatrics AND the rest of the chapter has the audience portions memorized for *Ritual*.	10
***Rite of Iris* Performance**	Chapter does not perform the *Rite of Iris*	The Priest performs *Rite of Iris* by means of reading out of the Purple Book. Equipment is in need of repair OR is missing	The Priest performs *Rite of Iris* with general memorization (with prompt assistance). Equipment is accounted for but in need of repair and updating.	The Priest performs *Rite of Iris* with an acceptable amount of errors. Equipment is functional/ presentable.	The Priest performs *Rite of Iris* with flawless memorization and theatrics.	The Priest performs *Rite of Iris* with flawless memorization and theatrics AND the rest of the performance team has their portions memorized.	10

MEMBER EDUCATION CONTINUED:

CATEGORY: MEMBER EDUCATION	0	200	400	600	800	1000	WEIGHT
Ritual Education	No *Ritual* Education	Chapter provides *Ritual* education once with each live initiation	Chapter Provides *Ritual* education for recently initiated members after initiation	Chapter Provides *Ritual* education 3-4 times per year to according to the schedule in the White Book	Chapter Provides monthly *Ritual* education to according to the schedule in the White Book.	Chapter Provides *Ritual* education above and beyond what is prescribed in the White Book. Curriculum includes learning objectives and curriculum.	20
New Member Education	Chapter does not provide new member education	-	The chapter provides a syllabus of specific dates for meetings and events.	The chapter provides a syllabus which incorporates the Life of Excellence Manual	In addition to the 600 point item, the chapter demonstrates the involvement of new members on campus. Points will be awarded if 80% of new members are involved in a campus organization	In addition to the 600 and 800 point items, the chapter provides educational components for new members beyond that which is required to be a Delt and member of the campus Greek community.	20

MEMBER EDUCATION CONTINUED:

CATEGORY: MEMBER EDUCATION	0	200	400	600	800	1000	WEIGHT
The Road	Chapter does not offer member education.	Chapter provides 2 member education programs throughout the year that are Tier 1 or Tier 2.	Chapter provides 4 member education programs throughout the year, where at least 2 of programs are at Tier 2.	Chapter provides at least 5 member education programs throughout the year, where at least 2 of the programs are Tier 2, and 2 of the programs are Tier 3. At least one program involves an outside speaker. At least one program is co-sponsored with a non-Greek organization on campus, local business, or non-profit.	In addition to the 600 point item, the chapter has developed a comprehensive member education plan for the year, outlining which programs they will host for the year, whom will facilitate those programs, the target audience for each program, and a tentative date for each program. Additionally, the chapter must submit this plan by May 1st of the calendar year in which the plan will be enacted.	In addition to the 800 point item, the chapter submits an executive summary of not only the programming that they completed, but also a reflection on how the Road programs impacted their membership. This executive review should include a full summary of each program, attendance, assessment data, and an overall summary of the programming impact on the chapter.	25

COMMUNITY INVOLVEMENT

CATEGORY: COMMUNITY INVOLVEMENT	0	200	400	600	800	1000	WEIGHT
Alumni Relations	The chapter does not engage alumni.	The chapter demonstrates regular communication with the volunteer advisory team (VAT)	The chapter communicates with general chapter alumni once per year.	The chapter provides a newsletter at twice per year.	The chapter hosts at least one event per year in conjunction with campus alumni activities or athletic event.	The chapter engages alumni in instances or events beyond homecoming and sporting events.	10
Campus Involvement	The chapter does not document involvement on campus.	-	-	The chapter has at least 1/3 involved in a non-Greek organization	The chapter has at least 2/3 involved in a non-Greek organization.	100% of the chapter is involved in at least one organization outside of Delta Tau Delta	20
IFC Involvement	The chapter does not have chapter members serve as an elected/ appointed officers on IFC or an equivalent board	-	-	The chapter provides proof of chapter members running for an elected position or nominated for an appointed position on IFC or an equivalent board	-	The chapter has chapter members serve as an elected/ appointed officers on IFC or an equivalent board	10

COMMUNITY INVOLVEMENT CONTINUED:

CATEGORY: COMMUNITY INVOLVEMENT	0	200	400	600	800	10000	WEIGHT
Community Service	The chapter does not document any community service efforts	The chapter documents volunteerism showing >5 volunteer hours per man per academic year	The chapter documents volunteerism showing >10 volunteer hours per man per academic year	The chapter documents volunteerism showing >15 volunteer hours per man per academic year	The chapter documents volunteerism showing >20 volunteer hours per man per academic year	The chapter documents volunteerism showing >25 volunteer hours per man per academic year	30
JDRF Support	The chapter does not demonstrate any philanthropic efforts	-	The chapter supports JDRF by participating at a JDRF walk or another JDRF sponsored event.	The chapter supports JDRF by donating or volunteering at an event OR hosting a fundraising event with total proceeds equaling less than $25 per member.	The chapter supports JDRF by organizing/ hosting a chapter specific event for the nearest JDRF chapter with total funds raised being more than $25 per member.	The chapter supports JDRF by actively providing an educational component to the campus community.	30

MISCELLANEOUS:

CATEGORY: MISCELLANEOUS	0	200	400	600	800	1000	WEIGHT
Fall Chapter Survey	-	-	-	At least 10% of the chapter completes the survey	At least 20% of the chapter completes the survey	30+% of the chapter completes the survey	10
Spring Chapter Survey	-	-	-	At least 10% of the chapter completes the survey	At least 20% of the chapter completes the survey	30+% of the chapter completes the survey	10
FAAR Chairman	The chapter does not have an appointed or elected officer whose primary responsibility is the organization and submission of the FAAR	-	-	The chapter includes the responsibilities of the FAAR into an already existing chapter officer. The FAAR is not the primary responsibility of this officer.	-	The chapter does have an appointed or elected officer whose primary responsibility is the organization and submission of the FAAR	15
Graduating Member Form	The chapter does not submit updated information on graduating seniors prior to the end of the spring term.	-	-	The chapter submits updated information on graduating seniors prior to the end of the spring term.	-	The chapter submits updated information on graduating seniors prior to the end of the spring term and at least 50% of the graduating seniors complete the graduating senior survey.	15

MISCELLANEOUS CONTINUED:

CATEGORY: MISCELLANEOUS	0	200	400	600	800	1000	WEIGHT
Unique Chapter Programing	The chapter does not have any unique programs to highlight	-	-	-	-	The chapter hosts a unique program which re-defines what fraternities are known for on their campus or in society.	15
Officer Elections	Election of officers for a 12 month term does not occur between Nov 1 and Nov 30	-	-	-	-	Election of officers for a 12 month term occurs between Nov 1 and Nov 30	15
Social Media Engagement	The chapter does exist on any social media platform	-	-	The chapter operates a social media account on each of the following: Facebook, Twitter and Instagram.	The chapter operates a social media account on each of the following: Facebook, Twitter and Instagram. The chapter also posts at least once per month on each of the platforms.	The chapter operates a social media account on each of the following: Facebook, Twitter or Instagram. The chapter also posts at least once per week on each of the platforms.	20

FAAR TOOLS AND RESOURCES

CLICK THIS IMAGE TO DOWNLOAD RESOURCES FOR THE FAAR