

2020-2021 Pyramid Program

Delta Sigma Phi's college chapter awards program, the Pyramid Program, is rooted in the values and strategic plan for the Fraternity, Vision 2025. Delta Sigma Phi believes in, and built Vision 2025 around its three historical values: Culture, Harmony, and Friendship. At the end of each academic year, chapters have the opportunity to win the Pyramid of Excellence award or the Chapter of Distinction award.

What is the Pyramid Program?

The Pyramid Program provides chapters of Delta Sigma Phi with a roadmap to curate a positive and engaging member experience. Chapters will be awarded for their efforts in the following areas: Chapter Operations, Culture, Harmony, and Friendship. To help chapters in achieving and exceeding the indicated chapter goal, relevant resources and tools have been linked.

We want to celebrate you and your chapter's accomplishments! No matter where your chapter is on the spectrum – maybe you've won awards in the past or maybe you're working on improving your chapter culture – we want to hear about the good work you're doing for the benefit of your brothers, your chapter, and the Fraternity.

How do I submit materials for the Pyramid Program?

To aid chapters in submitting the necessary materials, applicants will find the following information for each category:

1. The suggested tool to be used to submit the information in each category
2. The due dates per category
3. The college chapter officer responsible for submitting the materials.

Please note that all resources and tools will be housed in MyDeltaSig under HQDocs. All forms will also be located in MyDeltaSig in the Checklist App. All LAMP modules will be located in the LAMP. If you are unable to meet any of the deadlines indicated in this document, please consult your Chapter Support Coordinator.

Scoring Your Chapter's Pyramid Program

Chapters wishing to be eligible for the Pyramid of Excellence Award and Chapter of Distinction Award must submit all components of the Pyramid Program. At the end of the academic year, each chapter will meet with their Chapter Support Coordinator to discuss the experience in the Fraternity during the academic year. Once the chapter has met their Chapter Support Coordinator, the Pyramid Program committee will identify Pyramid of Excellence and Chapter of Distinction Award winners.



Chapter Operations

Each chapter of Delta Sigma Phi Fraternity will strive for excellence in chapter operations.

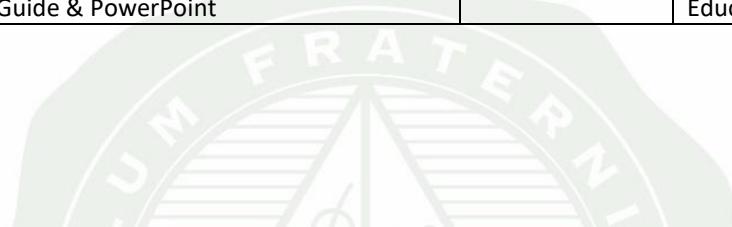
Category	Award Submission Framework	Resources & Submission Tool	Due Date	Officer Responsible
Chapter Bylaws & National Policies	Chapter operates in accordance with National Fraternity policies, guidelines, and local bylaws.	Chapter bylaws are due at the beginning of the Fall term. If the chapter makes changes to their bylaws during the academic year, the chapter is encouraged to resubmit their bylaws. Resources: Fraternity Policies, Chapter Leadership Resource LAMP: Risk Management 1 and 2 Form: College Chapter Bylaws Form	9/15	Sergeant at Arms
Chapter Meetings	Chapter organizes at least two chapter meetings per month to offer member support & conduct Fraternity business.	Resources: Chapter Leadership Resource Tool: Chapter Attendance Tracker Form: Chapter Attendance Tracker Submission	6/1	Secretary
Chapter Reports & Survey	Chapter submits the Grade Report per term/semester	Form: Grade Report Form	Upon receipt of Grade Report from institution	VP Member Development or Academics Chair
	Chapter completes the Chapter Operations Survey	Please view the Chapter Officer Update for updates regarding the survey.	TBD	Outgoing President
	All chapter members complete the Responsibility & Accountability Certification	Resources: Risk Management Policy & Code of Conduct Review Instructions Form: R&A Certification (<i>Found under "Forms" in MyDeltaSig</i>)	9/15	President
Financial Planning	Chapter prepares a chapter budget, submits all local, state, and federal business forms, and meets all financial obligations (i.e. 990). <i>Chapter should utilize Greekbill for billing and collections.</i>	Resources: Chapter Leadership Resource; Greekbill Form: Chapter Budget Template: Semester Schools; Quarter Schools and/or use of Greekbill budget tool	By the first payment of the term/semester	Treasurer



Culture

Delta Sigma Phi encourages the pursuit of knowledge and intellectual development in our chapters and members.

Category	Awards Submission Framework	Resources & Submission Tool	Due Date	Officer Responsible
Academic Performance	Chapter prioritizes the academic success of all members, with a goal of exceeding the all campus grade point average each term.	Chapter submits grade report per term/semester and an Academic Plan outlining how members will be scholastically supported throughout the year. Resource & Tool: Academic Plan Template Form: Grade Report Form	9/15	VP of Member Development or Academic Chair
Campus Education	Chapter meets all campus requirements for attendance at Fraternity/Sorority Life and IFC educational programming.	Please receive confirmation from IFC and/or Fraternity/Sorority Advisor. Form: Campus Education Attendance Verification	6/1	Secretary
Local Chapter Education	Chapter hosts or participates in educational programs including, but not limited to: career development, health & wellness, alcohol & other substance education, sexual assault prevention, etc. <i>All programs must be facilitated by a professional, volunteer, or alumni who is knowledgeable/an expert in the content area.</i>	Form should be submitted shortly after the conclusion of the program/presentation. Form: Program/Presentation Reporting Form	6/1	VP of Member Development or Vice President
Leadership Training	Chapter participates in all fraternity programs to the best of their ability. Programs include: LEAD Weekend, President's Academy, and LEAD ReCharged sessions <i>Chapter should use the LAMP for additional online Fraternity programs and training.</i>	Form: None. HQ Staff will confirm participation.	At least two weeks following officer transitions	HQ Staff
	Chapter conducts officer transitions	Resource & Tool: Available October 2020 Form: Available October 2020	Plan for officer transitions due by 11/15	Vice President
New Member Education Program	New Members are reported via ChapterSpot	Ensure all new members complete their registration and are on the chapter roster.	Following the Pinning Ceremony	VP Recruitment/Chair or Secretary
	New members complete Delta Sigma Phi's 4 or 6 week New Member Program	Resource & Tool: New Member Education Facilitator's Guide & PowerPoint		New Member Educator



Harmony

Members of Delta Sigma Phi commit themselves to high standards of conduct and bettering themselves and the world around them.

Category	Awards Submission Framework	Resources & Submission Tool	Due Date	Officer Responsible
Community Support	Chapter members commit time, funds, and energy to create positive change and better the community around them.	<p>Resource & Tool: Community Support Plan, Service and Fundraising Guide</p> <p>Form: Community Support Plan</p>	6/1	Vice President or Philanthropy Chair (if applicable)
Member Support & Accountability	Chapter establishes a Standards Board that addresses member wellness, recognizes positive actions, and provides a process for member accountability.	<p>Confirmation on completion of modules by HQ staff</p> <p>Resources: Standards Board Guide, Chapter Leadership Resource, Expulsion Guide</p> <p>Form: Standards Board Verification Form</p>	10/15	Sergeant at Arms



Friendship

Members of Delta Sigma Phi Fraternity form lifelong bonds based on the values of our ritual and secured by honesty, integrity, and care.

Category	Awards Submission Framework	Resources & Submission Tool	Due Date	Officer Responsible
Brotherhood	<p>Chapters create opportunities to engage with each other on a regular basis to encourage belonging and healthy relationships.</p> <p><i>Chapter hosts at least two brotherhood events per month during the academic year.</i></p>	<p>Resource: Special Events Guide, Chapter Leadership Resource</p> <p>Form: Special Events Form</p>	At least two weeks before the event	VP of Member Development or Brotherhood Chair
Membership Growth	<p>Chapter reaches designated membership goals (chapter size & initiation goal) outlined by Fraternity HQ via the Growth Website.</p> <p><i>Chapters are expected to submit a Recruitment Plan per term/semester and utilize the ChapterBuilder recruitment tool to manage potential new member relationships.</i></p>	<p>Resource: Recruitment Guide & Growth Website</p> <p>Tool: Recruitment Plan Template</p> <p>LAMP: View the LAMP for lessons pertaining to growth</p> <p>Form: Recruitment Plan</p>	<p>Fall: August 15th</p> <p>Spring: January 15th</p>	VP of Recruitment or Recruitment Chair
Ritual	<p>Chapter facilitates all Fraternity ritual ceremonies including, Pinning Ceremony, Initiation Ceremony, Officer Confirmation Ceremony, and Alumni Recognition Ceremony.</p> <p><i>Please note that chapters must follow all CDC, institution, local, and state guidelines in regards to gathering. Ceremonies can be conducted virtually.</i></p>	<p>Resource: Ritual Book</p> <p>Tool: Chapter Attendance Tracker</p> <p>Form: Chapter Attendance Tracker Submission</p>	Please follow Ritual Book guidelines in regards to when ceremonies must occur.	Secretary



Additional Accomplishments

Members of Delta Sigma Phi Fraternity form lifelong bonds based on the values of our ritual and secured by honesty, integrity, and care.

Category	Awards Submission Framework	Resources & Submission Tool	Due Date	Officer Responsible
Chapter	Chapter identifies ways to have a positive impact on their members and/or the broader campus community.	Form: Chapter News <i>Chapters can tag @deltasigmaphi on Instagram and @DeltaSigmaPhiHQ on Facebook</i>	As applicable	VP of Member Development
Individual	Chapter encourages individual member development outside of the fraternity and recognized individual accomplishments.	Form: Chapter News <i>Chapters can tag @deltasigmaphi on Instagram and @DeltaSigmaPhiHQ on Facebook</i>	As applicable	VP of Member Development



Pyramid Program Due Dates

Month	Item Due	Due Date
August	Chapter Recruitment Plan (Fall/Winter)	August 15
September	Responsibility & Accountability Certification	September 15
	Chapter Bylaws Form	September 15
	Academic Plan	September 15
October	Standards Board Certification Form	October 15
November	Plan for Officer Transitions	November 15
January	Chapter Recruitment Plan (Spring)	January 15
June	Community Support Plan	June 1
	Program/Presentation Reporting Form	June 1
	Chapter Attendance Tracker	June 1
Any Time	Chapter News Individual News Special Events Form	As Necessary

