



FARMHOUSE PROGRAMMING AWARDS

Chapter Programming Awards are designed to recognize chapters for outstanding work, achievement and accomplishments in various functional areas of their chapter. The content submitted should reflect programming and activities conducted during the 2016 calendar year. **The deadline for entry is December 15, 2017.** Please submit completed applications and requested supporting materials to:

FarmHouse Fraternity
7306 NW Tiffany Springs Parkway **AND** braden@farmhouse.org
Suite 310
Kansas City, MO 64153

SUBMISSION GUIDELINES

- Submit one page of content for each area. The submission should provide details of the programs adopted and completed during the award year.
- Each submission should focus on the specific singular events or overall programming for the specified area.
- Share your newest ideas or “best practices” to show how you are making progress.
- Each award category submission should share the chapters’ goals (at least 2) and results. Goals need to be SMART (Specific, Measurable, Achievable, Relevant and Time Restricted).
- Include clear numbers, percentages and other quantifiable data to provide measurability to your submission.
- Organization, grammar, spelling, punctuation and neatness are considered in the evaluation process.
- Any form of plagiarism from previous work will result in an application being disqualified from award consideration.

FORMATTING REQUIREMENTS

- One page written essay - one sided, typed and single-spaced page.
- Font should not be smaller than 10-point, with margins at least ½ inch.
- Only requested supporting material is attached. Anything additional will not be judged.
- No binding of awards submission packet. (please do not send additional bound copies)
- Highlight or label new programs and activities for the award year.
- Formatting outside of these guidelines will result in losing points.

Best practice: Split up the responsibility of the preparing your chapter’s entry among the appropriate officers and/or committees responsible for each category. Have someone designated to compile all of the documentation and keep people accountable for organizing the final product. Have your alumni or advisors proof-read the submission.

Programming Awards and support materials due December 15, 2016

12 PROGRAMMING AWARD CATEGORIES

Please provide these materials in addition to the one-page written essay for each category. Any requested materials that are duplicate with the Chapter Award of Excellence should be included separately with programming award submissions. Only materials submitted directly with each application will be judged.

CATEGORY 1: NEW MEMBER RECRUITMENT

- Provide a 1-page summary of year-round Recruitment Calendar/Schedule

CATEGORY 2: NEW MEMBER EDUCATION

- Provide a 1-page syllabus outlining the New Member Education Schedule
 - The schedule should confirm the use of the following: FarmHouse Ritual, The Builder of Men Affirmation Initiative, The NIC Standards for new member education lasting no longer than 12 weeks.
- Provide a 1-page summary of the Big Brother Program

CATEGORY 3: TOTAL MEMBERSHIP EDUCATION

CATEGORY 4: ALUMNI RELATIONS

- Provide a copy of 2 e-newsletters/newsletters/communication pieces used during the year.

CATEGORY 5: FINANCIAL MANAGEMENT

- Provide a copy of the previous year's budget
- Provide the chapter's policy on delinquent accounts
- Provide a 1-page audit summary

CATEGORY 6: CAMPUS INVOLVEMENT

- Provide a roster highlighting chapter/new member activities involved with on campus and prominent leadership roles held by members

CATEGORY 7: COMMUNITY SERVICE

- Provide a list of each chapter/new members involvement in community service and hours served

CATEGORY 8: RISK MANAGEMENT

- Provide the chapter's crisis management plan
- Provide the chapter's policy/procedures for dealing with chapter member discipline violations

CATEGORY 9: INTELLECTUAL DEVELOPMENT

- Provide a 1-page summary noting chapter/new member outstanding scholastic awards, campus honor society inductions
- Provide a copy of the chapter's scholarship plan and standards of members (include minimum member GPA)

CATEGORY 10: SPIRITUAL DEVELOPMENT

CATEGORY 11: SOCIAL/MORAL DEVELOPMENT

- *Provide a 1-page list of events/activities held during the year*

CATEGORY 12: PHYSICAL DEVELOPMENT

RUBRIC

The following guidelines are used during the judging and scoring process.

AESTHETICS SCORE:

- Evaluate – Grammar, spelling, punctuation, and organization
- 10 pt. font or bigger
- Margins are set at ½ inch
- Required materials are attached and nothing additional
- It's presentable and easy to understand
- Utilization of the full page for description of program
- Did the chapter go above and beyond what was asked of them in their application layout

CONTENT SCORE:

- Does this program apply to the right area?
- Are FarmHouse Values applied and recognized?
- Was this planned intentionally or completed on a whim?
- Are goals SMART (Specific, Measurable, Achievable, Relevant, Timely) Goals?
- Is FarmHouse Language used (New Member vs pledge, Recruitment vs Rush, No Greek Names for their Chapter)?
- Does the chapter use quantifiable descriptors to provide better perspective or context?
- Are new programs/activities identified?
- All programming is relevant to current award year
- This isn't what they plan to do, but what they planned and accomplished during 2016
- Is the information relevant or just filler?

GUT SCORE:

- Use real-world knowledge to evaluate the chapter's submission.
- Is this a great program or just a great application?
- Are they doing something better?
- Was this plagiarized?
- Are they making progress mark their every step or settling for what they have always done?