**CHAPTER RECOGNITION PROGRAM**

**2024 Annual Chapter Report**

**Chapter:**

The criteria for determining the most outstanding Mississippi and out-of-state alumni chapters are based on (1) Membership and (2) Chapter Activities, as outlined in the *Chapter Recognition Program* information at [www.alumni.msstate.edu/alumni-chapters-and-clubs/frequently-asked-questions/chapter-recognition-program](http://www.alumni.msstate.edu/alumni-chapters-and-clubs/frequently-asked-questions/chapter-recognition-program)

Awards will be made during the Volunteer Leadership Conference Weekend on February 21, 2025.

**Please return this form to the MSU Alumni Association by**

**5:00 p.m., Friday, December 13, 2024**

**c/o Michael Richardson, Assistant Director for Regional and Volunteer Engagement**

**mrichardson@alumni.msstate.edu** **or P.O. Box AA, Mississippi State, MS 39762**

The activities reported will be verified by the Chapter Programs Staff.

Please list all events and activities, but DO NOT *list the same event/activity more than once.*

**A*ctivities that take place in December, after this report is turned in, will be counted if reported to the Chapters Program staff through separate documentation by January 2, 2025.****Ex. - basketball game-watch gathering, holiday party, community service/charitable activity*

**I. Membership** – Calculated by number of contributors through MSU Foundation Annual Giving or Bulldog Club from January 1 to December 31. Points are awarded for reaching and exceeding chapter’s membership quota.

*Are all of your chapter officers’ active members for 2024? Please remind them to make a gift to MSU (in their name) before Dec. 31.*

 *Please list the 2024 volunteer leadership officers who were reported to the Alumni staff as
2024 lead officers.*

**2024 Chapter Officers / Volunteer Leadership:**

President \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Vice President \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Secretary \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Treasurer \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**II.** **Chapter Activities**

**A.** Reported **2025** chapter officers, leadership team, volunteers to Alumni Association by December 13.

 □ Yes □ No

**B.** Represented and counted during the chapter roll call at the 2024 Annual Business Meeting portion of the Leadership Conference on Saturday, February 24, 2024. □ Yes □ No

**C.** Reported ALL chapter meetings/events/activities and dates to the Alumni Association throughout the year, prior to completing this Chapter Recognition Form.
*(Did you tell the Chapters Program Staff about your event/activity in advance or immediately after?)*
□ Yes □ No

**D. Student Recruiting & Scholarship**

a. Name of your 2024 Chapter Student Recruiting Chairperson (Is this the same person listed on the 2024 Chapter Officer Form?)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
Is this person signed up with the Alumni Recruitment Network? □ Yes □ No

 b. Awarded a chapter scholarship for 2024/23 academic year? □ Yes □ No

 Through the MSU Foundation & Scholarship Office □ Yes □ No

 Through the Chapter’s personal checking account/selection □ Yes □ No

 □ Have a scholarship fund but did not have enough money to make an award this year.

**E. Awards**

1. Named a chapter "2024 Alumnus of the Year" or “Distinguished Service” Recipient □ Yes □ No

 Recipient

2. Submitted nominee for the national "Distinguished Service Award" by November 22, 2024.
□ Yes □ No Nominee

3. Submitted nominee for the national "Outstanding Young Alumnus Award" program by November 22, 2024.

 □ Yes □ No Nominee

**F. Communication**

1. Created and maintained social media accounts to connect with and engage chapter members?
(ex. Facebook, LinkedIn, Twitter, Instagram) □ Yes □ No

 Check all that apply: □ Email distribution list □ Facebook □ LinkedIn □ Twitter □ Instagram

2. Turned in event attendance report for all chapter events (excluding chapter officer/board business/planning meetings). □ Yes □ No

***YOU CAN EITHER COMPLETE the following section G 1-8 below in this Word document,
OR complete the Annual Report for Events Spreadsheet for section G 1-7.
Do not complete both this part of the Word document and the spreadsheet.***

**G. Chapter Meetings/Events/Activities – including virtual
*Must be a chapter sponsored or chapter sanctioned engagement event/activity.***

Do not count being involved in an event/activity with your employer or other service group. Involvement must be through the chapter, on behalf of the chapter or representing the chapter.

Categories: 1. Officer/Board, 2. Volunteer Virtual Chats, 3. Regular Meetings/Activities, 3. Game-Watch Gatherings 4. Young Alumni, 5. Student Recruiting, 6. Send-off Party, 7. Community Service

**1. Officer/Board/Volunteer business, organizational or planning meeting (not a regular chapter activity/event – see #3 below). Meetings, not tasks performed or assigned duties.**Date Meeting/Event Name

**2. Participated in Volunteer Virtual Chat** (Someone from your chapter attended the Zoom.)
□ Monday, October 14 at 4pm CT □ Wednesday, October 16 at 12pm CT
□ Monday, October 21 at 6pm CT □ Tuesday, October 14 at 7pm CT

or scheduled a separate time to meet with a Chapters staff member - Date:\_\_\_\_\_\_\_\_\_\_\_\_\_

**3. Regular Chapter Activities/Events to Engage Alumni & Friends**Open for all alumni and friends to participate (meetings with a speaker, outings, social gatherings, gatherings with other groups). *NOT* an officer/board planning, business, or committee meeting.

Date Meeting/Event Name

**4. Game-Watch Gatherings** (specific dates and games)

Date Game

**5. Young Alumni hosted Meetings/Activities/Events** – Specifically engaging young alumni with young alumni targeted programs and activities (up to age 35). Not listed as a regular chapter meeting/activity.

Date Meeting/Event Name

**6. Student Recruiting Events/Activities**

(wrote letters to prospective students (through ARN), assisted at a college fair, presented at an awards program, chapter sponsored students for a campus visit, provided supplies or goods for teachers)
Date Activity/Event Name

□ Maroon Mail Writing Night to admitted students

Date

**7.** **Send-off Party** – How did your chapter participate this year?

□ In-Person Party date: \_\_\_\_\_\_\_\_\_\_

□ Mailed or Emailed note cards/letters and/or gift

 Did you follow up with your new students throughout the Fall semester? □ Yes □No
If yes, how? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**8.** **Community Service – (Served others by being visible/promoting MSU in the community)**

Adopted a project which would serve either Mississippi State University or the local community
(ex. Adopt a Highway, Habitat for Humanity, Toys for Tots collection, Canned Food Drive, Salvation Army bell ringing, Adopt a Family, sponsor signage at ballpark, school reading program, Relay for Life, Heart Walk, MSU tent at a festival or community event, provided food/meal as appreciation event)

Must be a Volunteer work/activity. Not a Monetary Donation from the chapter.

Date Activity/Event

**9. Fundraising Activities**Did you organize a specific fundraiser for chapter scholarships or chapter initiatives?
□ Giving Tuesday Chapter Challenge on December 3, 2024
□ Football Grid Squares

□Raffle

 □ Silent auction

 □ Split the Pot

 □ Sold Sponsorships
□ Other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_