



PHILANTHROPY PROCEDURES AND STANDARDS of Florida Atlantic University

PANHELLENIC ASSOCIATION

Article I. Philanthropy Defined

Philanthropy, within the FAU Panhellenic community, is defined as the act of raising funds, organizing events, and spreading awareness for charitable causes and community partners. It is driven by a commitment to uplift our community and support those in need through meaningful advocacy and impactful initiatives. Panhellenic philanthropy endeavors embody the spirit of giving back, fostering positive interactions within the campus & FSL communities, as well as uphold the values of the National Panhellenic Conference and its member organizations.

Article II. Philanthropic Object of the FAU Panhellenic Association

The objective of Panhellenic philanthropy is to unite member organizations in meaningful service and fundraising efforts that positively impact our communities and philanthropic partners. Philanthropic programming should be to:

- ❖ Promote the values of service, generosity, and community engagement.
- ❖ Provide opportunities for collaboration and relationship-building within the fraternity/sorority community and the greater campus community.
- ❖ Support the missions of international organizations and their designated philanthropic partners.
- ❖ Encourage responsible planning, participation, and accountability to ensure that all efforts reflect positively on the Panhellenic community.

Article III. Philanthropy Week Scheduling & Selection

Section 1. Philanthropy Days

Chapter philanthropies shall consist of two (2) consecutive days, occurring once every academic semester.

Starting Fall 2027:

Official chapter philanthropies will consist of one (1) day, occurring once per academic semester.

Section 2. Date Selection

The Panhellenic Vice President of Philanthropy shall schedule the philanthropy date selection during the semester prior, providing all chapter philanthropy chairs with no less than two (2) weeks' notice. Event dates shall be selected in ranking order, determined strictly by the chapters GPA in the previous semester. This will be the standard for both fall and spring semester philanthropy date selections.

A chapter's spring GPA will be used to determine fall semester selection, and the fall GPA will be used to determine spring semester selection.

- I. In the event that two or more chapters have the same GPA, ranking shall be determined by the previous semester's chapter average Grade Point Average (GPA), as reported in the Florida Atlantic University Fraternity and Sorority Life Community Grade Report. If two or more chapters continue to maintain the same semester average GPA, ranking shall then be determined by the cumulative chapter average GPA from the previous semester. In the event that a natural disaster, severe weather, or other unforeseen



circumstances results in the cancellation of a chapter's philanthropy, the chapter may reschedule within the same semester when possible.

- A. If the philanthropy has not yet begun, the chapter may reschedule the full event during any of the remaining open dates in the semester.
- B. If the philanthropy has already begun, the chapter may only reschedule the remaining days of the event, not restart the entire philanthropy.
- C. If insufficient open dates remain in the semester to reschedule the event or remaining days, the chapter may carry the event into the following semester, maintaining up to 1 day of the original philanthropy.
 1. However, the following semester will resume the standard schedule as if this event had occurred as originally planned.
 2. Chapters will still select event days in their assigned order (GPA), as if no changes had occurred.
 3. A rescheduled philanthropy date can be selected after the current semester philanthropy dates are assigned.
- D. Chapters may not reschedule on dates when another PHA philanthropy is already taking place, or on days blocked off by the University.

Article IV. Philanthropy Packets & Approval Process

Section 1. Philanthropy Packet

It is the responsibility of the PHA Vice President of Philanthropy and Panhellenic Advisor to review and provide philanthropy revisions to chapter philanthropy packets.

- I. Philanthropy Packets and all required supporting materials, shall be submitted to the Panhellenic Vice President of Philanthropy and Panhellenic Advisor at least 4 weeks before the first event the chapter will be hosting.
- II. Philanthropy packets should be submitted via email to the Vice President of Philanthropy (**Philovp.faupanel@gmail.com**) and should also CC the Panhellenic Advisor on ALL communication.
 - A. Packets must be submitted as a single, clearly organized PDF Presentation.
 - B. The email subject line must follow this format: [CHAPTER] Philanthropy Packet Fall/Spring [YEAR]
 1. Example: Alpha Alpha Alpha Philanthropy Packet Spring 2026
- III. Within three (3) business days of receiving the packet, the VP of Philanthropy will send a confirmation email acknowledging that the packet is accessible.
- IV. The VP of Philanthropy and Panhellenic Advisor will review the packet and return it with any revisions or feedback within five (5) business days of confirmation, unless prior communication has been established indicating a delay.
- V. Chapters are responsible for addressing all revisions and recommendations provided by the VP of Philanthropy prior to hosting the event.
- VI. Chapters are required to resubmit their finalized packet, following and adhering to all revisions no later than five (5) business days after VP of Philanthropy has reviewed and returned any feedback.
 - A. Additional time needed to finalize the revised packet can be granted by the VP of Philanthropy, by communicating via email at least two (2) business days prior to the deadline.
 - B.



1. Tier 1 | one week late - A \$500 fine will be given to the chapter at hand and paid to the FAU Panhellenic council.
 2. Tier 2 | two weeks late - A \$1000 fine will be given to the chapter at hand and paid to the FAU Panhellenic council.
 3. Tier 3 | any time later than two weeks - Failure to resubmit your revised and finalized packet within the two week time frame after given your feedback will result in the entirety of your chapter's philanthropy being cancelled.
- C. If revised packets are not submitted within one week, the chapter will incur a fine of \$500 payable to the FAU Panhellenic Association. If the packet remains unsubmitted after two weeks, the fine will increase to \$1,000. Final approval of the event plan is required from the VP of Philanthropy and Panhellenic Advisor, and no philanthropy event may be promoted or executed before written approval is granted.
- D. These requirements and procedures apply consistently to both Fall and Spring semesters unless otherwise communicated by the VP of Philanthropy or Panhellenic Executive Board.
- E. Chapters must ensure that all philanthropy packets adhere to these guidelines, comply with all applicable local and state laws, and follow Florida Atlantic University policies, in addition to Panhellenic requirements, to ensure proper planning and execution of philanthropy events.
- VII. Any changes to an approved philanthropy packet must be submitted to and approved by the Panhellenic VP of Philanthropy and Panhellenic Advisor at least two (2) weeks prior to the event. Chapters will be notified of approval or denial of changes within three (3) business days.

Section 2. Philanthropy Promotion

No chapter may publicize or promote its philanthropy event, including but not limited to chapter visits, emails, or other communication to the fraternity/sorority community, until the packet has been approved by the Panhellenic Vice President of Philanthropy and Panhellenic Advisor.

Section 3. Distribution of Approved Packet

Each sponsoring chapter shall distribute its approved event plans packet either by presenting it at a chapter meeting or by emailing it to the fraternities and sororities of all four (4) councils on campus.

- I. The packet must include a Statement of Flexibility outlining available accommodations for chapters experiencing financial or participation barriers that may limit their ability to participate.

Article V. Event Structure & Guidelines

Section 1. Event Duration

Each chapter can host philanthropy events for two (2) consecutive days, occurring once every academic semester. Starting Fall 2027, each chapter can host official philanthropy events for one (1) day, occurring once per academic semester.

- Organizations are allowed to hold single-events or givebacks to raise money for a philanthropy throughout the school year, as long as they are not held during another PHA's philanthropy days and it is approved by the PHA VP of Philanthropy and Office of Fraternity & Sorority Life.

Section 2. Restricted Scheduling Periods



Events shall not be held within the first two (2) weeks of the semester, during official university breaks or closures, or during the following designated periods: Homecoming Week, National Hazing Prevention Week, PHA recruitment, or Finals Week. This includes any days blocked off by the university - subject to change year-by-year.

Section 3. Social Media

Social media “liking” competitions are prohibited.

Section 4. Event Types

Events where “auctioning” of members, scavenger hunts, gambling events, or raffles reliant on tickets purchased with money are prohibited.

- I. A list of all judges for an organization's event must be submitted to the PHA Vice President of Philanthropy seven (7) days in advance to the beginning of their Philanthropy.
- II. Sports events must be evaluated by someone who is unaffiliated with Greek life and is a professional officiator. Such officiators may be found through the FAU Recreation Center, student athlete volunteers, or external companies.
- III. All officials that have been hired to officiate the event must be approved by the PHA Vice President of Philanthropy at least five (5) days in advance.

Article VI. Philanthropy Packet: Contents

Section 1. Contents & Rules

A packet must include all relevant details, including the theme, events, rules/guidelines, vendors present and point breakdown.

- I. Philanthropy themes must be appropriate and reflect the true spirit and purpose of philanthropy.
- II. Philanthropy event rules must be clearly stated, followed by all participants and hosts, and properly enforced throughout the event.

Section 2. Point Systems

Point allocations must be reasonable and distributed consistently throughout philanthropy days. The goal is to allow chapters the opportunity to catch up while ensuring no chapter gains a significant advantage from specific events.

- I. Attendance-based events must be percentage based on a chapter's active roster.
 - A. The roster submitted will be verified by the office of fraternity and sorority life, to ensure active memberships.
- II. All points awarded should be organized in a way so that no organization may buy the competition.
- III. All points must be awarded in a descending order of placement or (First, second, third etc.)

Framework:

- Points are spread evenly across all events.
- Larger events (like main competitions) are worth slightly more but remain proportionate.
- Participation and spirit points are clearly defined and accessible to all chapters.

Avoid:

- Assigning the majority of points to one event or day.
- Creating point systems that heavily favor one type of activity or chapter size.
- Using vague or subjective criteria that could lead to unfair scoring.

Point deductions may be made if necessary; however, the hosting organization must consult with the PHA Vice President of Philanthropy prior to the removal of points. If a rushed decision must be made, reasoning must be



provided to PHA Vice President of Philanthropy subsequent to the event. All decisions regarding point deductions made by the chapters VP of Philanthropy must be sent in an email to the affected participating organization, CC'd with the PHA VP of Philanthropy and Panhellenic Advisor.

Section 2. Venue Confirmations

Venue confirmations must be submitted along with the packet. While they do not need to be included within the packet itself, they must accompany the packet submission.

ALL events included in your philanthropy days on or off campus MUST be submitted to and approved by OwlCentral.

Section 3. Merchandise

Merchandise must include the proposed design in the packet for approval.

- I. The Vice President of Philanthropy and Office of Fraternity & Sorority Life may deny any merch design that is inappropriate or not in alignment with Panhellenic philanthropic standards.

Merch sales may count as bonus points only. Chapter members should not be required to purchase merchandise or any specialty items.

Section 4. Voluntary Member Activities

For fundraising events involving chapter members (ie. 'Pie a Chapter Member,' 'Dunk/Splash a Chapter Member,' etc.), the packet must clearly state that participation is voluntary, and this requirement must be abided as such.

Section 5. Vendors and Certificates of Insurance (COI)

Chapters are not permitted to have vendors at their philanthropy events without prior approval from the Vice President of Philanthropy and submission of a valid Certificate of Insurance (COI). This policy ensures that all vendors meet university and Panhellenic liability and safety requirements before participating in chapter events.

- I. Certificates of Insurance (COIs) and vendor confirmations do not need to be included within the philanthropy packet itself, but they must be attached to the email when the packet is submitted.
- II. All vendors must be listed in the philanthropy packet for approval. Any vendors that will be present at events must be included so that participants are informed in advance.

Section 6. Dance Competitions

Dance competitions or other choreography based events shall be limited to one (1) PHA organization a semester, this does not include the annual Greek Week dance that takes place during the spring semester.

Dance comp hosting chapters will be determined by a submission and review process using a specific application document and timeline given in advance. The hosting chapter is ultimately decided by a board of student engagement staff members that are not involved in Greek life.

- I. The awarded organization does not get priority in philanthropy date selection and will follow the same process as all other PHA organizations.
- II. The hosting organization of the choreography based event will not be allowed to have consecutive choreography based events in the same academic year.



Article VII. Financial Accountability

Section 1. Fundraising website & money collection

- a. Philanthropic program registration fees shall be limited to \$100 per contestant/team. Exceptions may be granted with approval from the Office of Fraternity & Sorority Life.
- b. All PHA organizations hosting philanthropy events are encouraged to use the FAU Crowd Change Website to set up their fundraisers and events.
- c. Within three weeks of a chapter's philanthropy event, proof of donation must be submitted to the Vice President of Philanthropy and Panhellenic Advisor to demonstrate that all crowd change money is allocated to the designated non-profit.

Section 2. Prohibited Revenue Sources

Alcoholic beverages shall not be present at any Panhellenic-sponsored or endorsed philanthropy event. **This must be stated in the packet.** Proceeds from events involving alcohol sales (e.g., "Giveback Nights") shall not count toward philanthropy donations or competition scores nor should be promoted as such.

- a. VP of Philanthropy and Office of Fraternity & Sorority Life have the right to deny a "Giveback" location if deemed necessary and will include the reasoning behind that decision in the revisions and feedback.

Article VIII. Health & Safety Standards

Chapters must follow and abide by Florida Atlantic University's Food Safety Program and complete all required documents and training that are provided once the event is submitted into Owl Central.

Article IX. Standards of Conduct

Section 1. Representation

All chapter members shall conduct themselves in alignment with the Panhellenic Creed, NPC Unanimous Agreements, and the values of their organizations.

- I. In philanthropy events, participation should include both new members and initiated members. A reasonable balance between the two is required to ensure compliance with anti-hazing policies.
 - A. New members must not be the majority of participation in philanthropy competitions and events.

Section 2. Sportsmanship

Philanthropy events shall model good sportsmanship, promote mutual support, and foster positive Panhellenic relations.

Article X. Emergency Procedures

Section 1. Severe Weather and Campus Closures



In the event of severe weather or official university closure, all philanthropy events shall be canceled and rescheduled within the same semester when possible. If rescheduling within the same semester is not feasible, the event may be held in the following semester, maintaining up to 1 day of the original philanthropy. Standard date selection rotation shall resume the following semester.

Article XI. Judicial Oversight

Section 1. Representation

Chapters that fail to comply with these regulations may be subject to the Panhellenic Peer Accountability Process.