



Alpha Phi Sigma

The Criminal Justice Honor Society

*Certified Member of the Association of College Honor Societies
Affiliated with the Academy of Criminal Justice Sciences*

2020-21 CHAPTER AWARDS

Will be presented during the 2021 virtual conference.

Due to the cancellation of the on-site Orlando conference due to Covid-19, the guidelines for the Chapter Awards have changed. Please read each scholarship guideline carefully.

Please Read the Guidelines to Each Scholarship Carefully

- ♦ All Chapter Awards will be presented at the Virtual Awards Ceremony on Saturday, April 17, 2021. Virtual Conference program will be available in early March 2021.
- ♦ Include a *Scholarship Cover Sheet* with each award. The *Scholarship Cover Sheet* is the notice to Headquarters (letter of intent) to apply for a scholarship. All scholarship entries must have a Scholarship Cover sheet to be eligible for judging.
- ♦ Place the NAME of the scholarship in the e-mail subject line.
- ♦ All entries will receive a confirmation e-mail upon receipt. If you don't receive a confirmation email, it is up to the chapter submitting paperwork to check on their submission. Late submissions will not be accepted.

DEADLINES

Deadline to submit Scholarship Cover sheet for all Awards is **March 1, 2021**.

Submission of actual award materials such as video, PDF, links to YouTube, etc., must be received by Headquarters by **March 21, 2021** to be judged.

Please make sure you follow up on your submission. Late submissions will NOT be accepted under any circumstances.

Alpha Phi Sigma Community Service Project Award “Theme of the Year”

First place award \$500—Second place \$250—Third place \$125

Topic: CYBER CRIME

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GUIDELINES FOR VIRTUAL PRESENTATION

Guidelines for Presentation:

The presentations for Theme of the Year on CYBER CRIME may be in the following formats:

- A PowerPoint, PDF, or short video presentation may be submitted via email to Headquarters.
 - If submission is a video, video must be a maximum of 4 minutes. Videos must be uploaded to YouTube and link sent to Headquarters via email.
 - The submitted Theme of the Year Presentation/link will be sent to Judges for judging.

Guidelines for Submission:

Please see the two different dates for submissions:

- **Scholarship Cover Sheet** MUST be submitted by **March 1, 2021** to headquarters@alphaphisigma.org. Put THEME OF THE YEAR in the subject line. A confirmation email will be sent upon receipt. If you don't receive a confirmation, contact HQ immediately. Scholarship Cover sheets submitted after the March 1, 2021 deadline will NOT be accepted.
- **Actual presentation** must be submitted by **March 21, 2021** to headquarters@alphaphisigma.org. Put THEME OF THE YEAR in the subject line. A confirmation email will be sent upon receipt. If you don't receive a confirmation, contact HQ immediately. Presentations submitted after the March 21, 2021 deadline will NOT be judged.

Along with Presentation being submitted, the following letter MUST be included in the email.

(1) a letter signed by the chapter advisor on chapter or university letterhead confirming the involvement and listing all the members who participated in the project. Letter MUST be emailed to Headquarters by the scholarship deadline and include the name of the University and Chapter.

- Only chapters that submit the Scholarship Cover sheet to Headquarters prior to the March 1 deadline will be able to present their materials. If Headquarters does not receive a Scholarship Cover sheet by March 1, any entry entered in March will not be judged.
- Make sure you receive a confirmation of your Scholarship Cover sheet & Presentation submission. If you don't receive a confirmation, contact Headquarters immediately. Scholarship materials not submitted by the deadline will not be eligible for award.

Outstanding Chapter Goals Awards

Unity—Leadership—Service

The Outstanding Chapter Goal Award will be presented to the chapters that have best shown exemplary efforts under each of the four Alpha Phi Sigma specific goals. An award of \$300 will be awarded for each Goal.

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Guidelines for Presentation:

Chapters may present each of the Goals independently. Do not combine Goals in presentation. The presentations may be in the following formats:

- A PowerPoint, PDF, or short video presentation may be submitted for each Goal.
 - If submission is a video, video must be a maximum of 3 minutes per Goal. Videos must be uploaded to YouTube and link sent to Headquarters via email.
 - The submitted materials will be sent separately to Judges for judging of each individual Goal.

Guidelines for Submission:

Please see the two different dates for submissions:

- **Scholarship Cover** Sheet MUST be submitted by **March 1, 2021** to headquarters@alphaphisigma.org. Put GOAL AWARD—(and name the Goal) in the subject line. A confirmation email will be sent upon receipt. If you don't receive a confirmation, contact HQ immediately. Scholarship Cover sheets submitted after the March 1 deadline will NOT be accepted.
- **Actual presentation** must be submitted by **March 21, 2021** to headquarters@alphaphisigma.org. Put GOAL AWARD—(and name the Goal) in the subject line. A confirmation email will be sent upon receipt. If you don't receive a confirmation, contact HQ immediately. Presentations submitted after the March 21, 2021 deadline will NOT be judged.

Supporting materials such as press clippings, chapter newsletters, and/or appreciation letters, must be included in the presentations regardless of format.

The following documentation must be filed with Headquarters to be eligible for Goals judging:

- 2020 Financial Report.
- 2020 Activity Report.
- Chapter Bylaws.
- Minutes of Meetings.
- Submit Scholarship Cover Sheet by email and put Outstanding Chapter Goal Award in the e-mail subject line.
- A confirmation e-mail will be sent upon receipt. If you don't receive a confirmation, contact HQ immediately. Scholarship Cover sheets submitted after the March 1 deadline will NOT be accepted.

Presentation of Chapter Goal Awards SHALL NOT include the THEME OF THE YEAR.

An entry that includes the Theme of the Year as a Chapter Goal in their presentation will be disqualified from that Outstanding Chapter Goal Award.

Outstanding Yearbook Competition

\$300 and a certificate



Collect the year in pictures and showcase them in the Chapter Yearbook!

The yearbook shall include photographs, but may also include newspaper clippings, local chapter newsletters, flyers, appreciation letters, and other items that illustrate the chapter's commitment to the ideals of Alpha Phi Sigma throughout the year.

* NOTE: The Outstanding Yearbook competition is different from the Chapter Goals awards.

Guidelines for submission:

- A Digital, PowerPoint, PDF, or short video presentation may be submitted.
 - If submission is a video, video must be a maximum of 3 minutes for each Goal presented. Goals must be presented individually. Video must be uploaded to YouTube and link sent to Headquarters via email.
 - If submitting a PowerPoint, PDF, email presentation to Headquarters.
 - If a different Digital format is used, please contact Headquarters to make sure we support format and email link to Yearbook.

Please see the two different dates for submission:

- **Scholarship Cover Sheet** MUST be submitted by **March 1, 2021** to headquarters@alphaphisigma.org. Put YEARBOOK in the subject line. A confirmation email will be sent upon receipt. If you don't receive a confirmation, contact HQ immediately. Scholarship Cover sheets submitted after the March 1 deadline will NOT be accepted.
- **Actual presentation** must be submitted by **March 21, 2021** to headquarters@alphaphisigma.org. Put YEARBOOK in the subject line. A confirmation email will be sent upon receipt. If you don't receive a confirmation, contact HQ immediately. Presentations submitted after the March 21 deadline will NOT be judged.

Judging:

The yearbook presentation or link to presentation will be emailed to judges for judging.

Website Grant Award—Must Apply

\$100 Award for chapters creating and maintaining a current website

This award is to encourage chapters to have and maintain a chapter website. Only websites will be judged. FaceBook and other social media platforms will not be judged.

Judges will determine if the website is up to date and shares important APS information such as but not limited to, membership requirements, Advisors contact information, list of upcoming events, a link to Headquarters, chapter officer's information, application process, chapter bylaws, etc.

SUBMISSION:

- Submit Scholarship Cover Sheet and chapter website address via e-mail to headquarters@alphaphisigma.org
- Deadline is **March 1, 2021**.
- Please put **WEBSITE COMPETITION** in the e-mail subject line.
- A confirmation e-mail will be sent upon receipt. If you don't receive a confirmation, contact HQ immediately. Scholarship Cover sheets submitted after the March 1 deadline will NOT be accepted.

Websites not containing current information as of December 2020 shall not eligible for award

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“STAR” Chapter Award

\$250 and a Certificate

The “Star” Chapter Award(s) will be presented during the virtual conference. There may be more than one winner per year.

Guidelines for “Star” Chapter Award:

- ◆ Have at least one student who applied for an Alpha Phi Sigma scholarship the previous year.
- ◆ Sponsor one “Theme of the Year” activity.
- ◆ Held a minimum of one induction ceremony the previous year.
- ◆ File an annual Chapter Financial Report for the year preceding the annual conference by January 31, 2021
- ◆ File an annual Chapter Report for the year preceding the annual conference by January 31, 2021.
- ◆ Timeframe of above listed events is January 1, 2020 to December 31, 2020.

Application Procedures:

- ⇒ Submit a letter detailing all of the required information listed above (including the name of student who submitted a 2019-20 scholarship).
- ⇒ Reason why your chapter should be granted the “Star” Chapter Award.
- ⇒ Submit Scholarship Cover sheet via e-mail to headquarters@alphaphisigma.org
- ⇒ Submit all required documentation along with Scholarship Cover Sheet to Headquarters by email. No hardcopies shall be accepted.
- ⇒ Deadline is **March 1, 2021**.
- ⇒ Please put **“STAR” CHAPTER AWARD** in the e-mail subject line. A confirmation e-mail will be sent upon receipt. If you don’t receive a confirmation, contact HQ immediately. Cover sheets submitted after the deadline will NOT be accepted.

Advisor of the Year Award

\$400 and a Certificate

A chapter applying for the Advisor of the Year Award must submit a written recommendation with a detailed letter stating why the chapter advisor deserves this honor. The local chapter’s executive board, and at least three fourths of the chapter’s active members must support the nomination by signing the recommendation letter. The letter should include a description of the advisor’s rapport with members, longevity, activities he/she has overseen or participated in, and his/her ability to motivate and lead.

- Advisor may receive award once every 3 years. (If award is received in 2020, Advisor will be eligible to receive award again in 2023)

Submission:

- ⇒ Submit Scholarship cover sheet and all required materials via e-mail to headquarters@alphaphisigma.org. No hardcopies will be accepted.
- ⇒ Deadline **March 1, 2021**.
- ⇒ Please put **ADVISOR OF THE YEAR** in the e-mail subject line.
- ⇒ A confirmation e-mail will be sent upon receipt. If you don’t receive a confirmation, contact HQ immediately. Cover sheets submitted after the deadline will NOT be accepted.

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Chapter T-shirt Competition—Virtual Conference

First place \$200—Second place \$150—Third place \$100

Alpha Phi Sigma will hold the annual chapter T-shirt competition in 2021 but due to the virtual conference, the competition will be a little different. **PLEASE READ GUIDELINES FOR SUBMISSION CAREFULLY.**

Join other chapters in creating a T-shirt that exemplifies what Alpha Phi Sigma is all about. Add chapter characteristics and show off in this annual competition!

Guidelines for Submission of Scholarship Cover Sheet:

- ◆ Deadline for submitting Scholarship Cover Sheet is **March 1, 2021**.
- ◆ Email the Scholarship Cover Sheet along with the description of the t-shirt design and Advisor's signature to Headquarters.
- ◆ A confirmation e-mail will be sent upon receipt of required information. If you don't receive a confirmation, contact HQ immediately. Cover sheets submitted after the March 1, 2021 deadline will NOT be accepted.

Guidelines for Submission of Video:

Chapters that create a t-shirt for this competition must:

- ◆ Submit a ONE minute video link to Headquarters for judging.
- ◆ A student member will present the t-shirt in the ONE minute video.
- ◆ The video must include a narrative description about the T-shirt, chapter name and university name.
- ◆ Advisor must email Headquarters a written statement explaining the reason for the design.
- ◆ Deadline for submitting video link is **March 21, 2021**.

Guidelines for Design:

- ◆ T-shirt is to represent the chapter and must have Alpha Phi Sigma and chapter name within the design.
- ◆ Design must be Honor Society appropriate.

Judging:

- ◆ Judging will be based on creativity of choice, design, and content.
- ◆ A panel of judges will judge the t-shirt videos and paperwork received.

Presentation at the Virtual Conference:

- ◆ All T-shirt competition videos will be shown to the virtual conference attendees.
- ◆ Winners will be announced during the Awards Ceremony at the Virtual Conference.
- ◆ The winning designs will be placed in *The Docket*