

UAAA Official Chapter Support Levels

Growing a flourishing, active alumni chapter requires time, commitment and innovation from many alumni volunteers.

The Alumni Chapters Program helps UA alumni create communities whose purpose is to enhance the University and connect alumni to each other, the University and the UAAA. All chartered Alumni Chapters are officially registered with the UAAA and are covered under UAAA's event liability insurance. New Alumni Chapters may apply to join the program at any time. If UAAA approves your application, you will need to meet the responsibilities laid out in this manual in order to maintain your charter. As an official Alumni Chapter with the UAAA you have access to the following organizational, online, and event hosting resources. These resources are specifically designed to help your alumni chapter build an engaged community of alumni and fulfill the responsibilities associated with maintaining a charter on an annual basis with the UAAA.

****All new chapters/clubs will be required to fulfill a "transitional" year and meet all blue level requirements to become an official UAAA Chapter**

| ANNUAL REQUIREMENTS | RED LEVEL | BLUE LEVEL |
|---|-------------------------------------|-------------------------------------|
| Financial Incentive | \$250 | \$500 |
| Submit Approved Annual Plan | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| Create Bylaws and approved by UAAA | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| Review Alumni 101/Policies & Procedures with Board members | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| Events hosted per year *does not include game-watches | 1 | 3 |
| Social Media Presence* (must review UAAA guidelines) | | <input checked="" type="checkbox"/> |
| Student Events: Summer Send-Off/Wildcat Day/Scholarship Days | | <input checked="" type="checkbox"/> |
| Participate in the Membership Incentive Program | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| Submit Event Evaluations Forms | | <input checked="" type="checkbox"/> |
| Attend Annual Conference | Optional | Optional |
| Attend bi-annual webinars | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| Number of in-person chapter meetings per year | 4 | 6 |
| Scheduled conference call/in-person meeting with UAAA liaison per year | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| ORGANIZATIONAL RESOURCES | | |
| Dedicated Alumni Chapter/Club Advisor support | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| Directors & Officers (D&O) liability coverage for Board Members* | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| UAAA leaders chapters/clubs listservs updates | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| UAAA Non-profit status | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| Access to private UAAA Leaders Facebook group for networking with fellow chapter leaders | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| Membership SWAG | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| Exclusive invitation to the annual 'Alumni Chapters Leadership Conference' | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| Branding/Marketing Design | | <input checked="" type="checkbox"/> |
| Secondary logo design | | <input checked="" type="checkbox"/> |
| Scholarship resources and support | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| Access to chapters & clubs resource guide | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| UAAA SWAG & Bookstore Discount | Limited supply | <input checked="" type="checkbox"/> |
| ONLINE RESOURCES | | |
| Chapter events posted on UAAA website & UAAA event calendar which receive over 40k unique visitors every month | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| Select chapter events may be featured in UAAA and campus email and social media communication channels that engage over 200k alumni | | <input checked="" type="checkbox"/> |
| Chapter landing page on UAAA website with contact info, chapter description and social media | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| Signature Event on UAAA website | | <input checked="" type="checkbox"/> |
| Chapter leader resource guide offered online including training collateral, how-to manuals, and templates to assist your chapter | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| EVENT HOSTING RESOURCES | | |
| Regional email blast pending UAAA schedule | Limited | <input checked="" type="checkbox"/> |
| Event liability coverage for all chapter events, including the ability to list your event venue as an "additional insured" | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| Online registration pages | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| Event support materials are available to all chapters, including nametags event reports, including RSVP and detailed financial reports. | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| Signature Event Mailers/design | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| Event logistics review/approval (scripts, donor letters, tax deductibility, sponsorship review) | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| Board Member VIP event invites | | <input checked="" type="checkbox"/> |
| Processing payments and send acknowledgement letters for tax deductibility purposes | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| UAAA staff will act as liaison to University resources and contacts | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| FINANCIAL RESOURCES | | |
| Usage of UAAA's Tax ID | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| Use of Clover(s) | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| Pull financial events reports | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| Pull treasurer reports | Limited | <input checked="" type="checkbox"/> |
| Payment processing (use of liaison credit card, internal billing transfers) | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |