

Fall 2021: Programs and Services Bill

Bill date: September 10, 2021

Due: October 10, 2021

A 1% monthly late fee will be assessed on all overdue invoices through the mySigEp statement of accounts.

Chapter Base Fee: \$1,825

- \$800: 2022 Carlson Leadership Academy
 - Registration, meals and lodging for five undergraduate officers to attend the Carlson Leadership Academy.
- \$1,025: 2023 Conclave
 - Registration and hotel for delegate and alternate delegate and a travel stipend of 15¢ per mile round-trip from the chapter's campus.
 - Hotel and travel stipend for a designated volunteer.

Per-man Fee: \$144.52 x (Number of brothers on the March 2021 PMR)

For example: \$1,825 + (\$144.52 x 75 brothers) = \$12,664.

The breakdown of the per-man fee is as follows:

- \$99.52 annual fee for programs and services for undergraduate chapters.
- \$25 annual fee for housing loans for chapter facilities and improvements.
- \$20 Chapter Investment Fund deposit. (At the 57th Grand Chapter Conclave, delegates passed [Resolution 18](#) affecting chapter CIF accounts, effectively moving those assets to the SigEp Educational Foundation and providing all chapters greater access to those assets.)

Sigma Epsilon Chapters (SECs) pay half of the per-man annual fee for programs and services (\$49.76 this fall) for their first two years to encourage saving for installation. SECs do not make Chapter Investment Fund deposits. After four consecutive billing cycles (two years), an SEC will be billed as outlined above.

Frequently Asked Questions

1. What's different about the Fall Programs and Services bill this year?

Last year, the National Board of Directors approved significant decreases to provide relief during COVID-19. This year's bill reflects a more "normal" cycle with in-person programs provided. This summer at the 57th Grand Chapter Conclave, delegates passed [Resolution 17](#) to increase the base fee allocated to the Carlson Leadership Academy from \$500 to \$800, which will cover all related expenses (except travel) for five executive officers per chapter to attend Carlson.

2. How do we pay our Fall Bill?

By September 10, the detailed invoice will be accessible for review and payment through the mySigEp statement of accounts. (For help on how to view the chapter statement, click [here](#).) You can pay via credit card on mySigEp, however, you can help our Fraternity avoid unnecessary credit card processing fees by mailing a check to Sigma Phi Epsilon Fraternity at 310 South Arthur Ashe Boulevard, Richmond, VA 23220. Be sure to include your chapter name and "Fall Bill" on the memo line.

3. Can our chapter make multiple payments?

The Fall 2021 Programs and Services Bill is due October 10, 2021. After the deadline, the bill will be assessed a 1% late fee monthly on the remaining overdue balance. We recommend paying as much as possible before the October 10 deadline to decrease the monthly late fee.

4. What will the Carlson Leadership Academy look like this year? What other programs and services can our chapter expect this year?

Designed for aspiring leaders, SigEp is hosting a Rising Leaders program before election season this fall, followed by executive transition retreats with newly elected officers and outgoing executive boards. We intend to go back to having in-person programs this year, including a new Carlson Leadership Academy experience focused on five key primary positions – president, vice president of member development, vice president of SigEp Learning Communities, vice president of recruitment, and chaplain. All elected officers will be supported through year-round executive development opportunities this spring.

5. Why do chapters pay Conclave fees every year when Conclave is held every other year?

Conclave is an extraordinary fraternity experience that requires planning years ahead of the actual event. Billing chapters \$1,025 each academic year provides the cash flow needed to reserve facilities, services and program activities well in advance of the actual event. The \$1,025 charged for two billing cycles covers registration and hotel for the chapter's delegate and alternate, and a travel stipend of 15¢ per mile round-trip from the chapter's campus. The amount also provides a hotel and travel stipend for a designated volunteer from the chapter. The cost of the program exceeds the total contribution from undergraduate chapters. Thanks to the generosity of donors to the Sigma Phi Epsilon Educational Foundation, SigEp is able to provide a phenomenal experience without passing additional financial responsibility to chapters.

6. What is the Housing Loan Fund and why do members contribute to it?

The Housing Loan Fund is managed by SigEp National Housing and used to finance the purchase or renovation of SigEp chapter homes. Historically, this fund made capital available to Alumni and Volunteer Corporations who could not find financing at reasonable rates from local banks. Any income from lending activity is reinvested in other SigEp Learning Community efforts. SigEp is stronger if our homes provide the best quality environment for brothers and guests.

7. What about the Spring 2022 Insurance and Member Safety Bill?

We're still working on the spring fee structure. Potential reductions will be dependent on our fall success and ability to operate without risk management incidents or claims. We will be in a position to share the spring semester's fee structure later this fall.

8. Our tax status is out of date. Can headquarters offer any support to get reinstated with the IRS?

Per [Resolution 19](#) passed at the 57th Grand Chapter Conclave, chapters have up to three months to demonstrate progress of reinstatement once the chapter's tax-exempt status has been revoked. If your chapter's tax-exempt status has been revoked by the IRS, you must take action immediately. We've partnered with Greekbill to offer 1024 reinstatement services at a discounted rate. To take advantage of this opportunity, contact our account representative at greekbill@sigep.net.