



National Programs & Projects Reporting Form

The National Programs & Projects Reporting Form is now available in an electronic version! It is strongly encouraged for chapters to submit their reporting via this tool unless technologically unable to comply. A reporting form should be submitted within 10 days of completing a program or project (i.e. partnership activity or community service). Once the form has been submitted electronically, a confirmation email will be sent to the chapter's committee chairs email. Please save a copy of the email for recordkeeping.

1. Access the link here: <https://goo.gl/forms/UisH0NfeU5nrxzxB3>. You may also access via the International website (under Sorors Only) or via your Region website (launching soon).
2. All data fields are required! Please read thoroughly. If there is no data for the question, please enter 0 (zero) or N/A.
3. Upon completion of the form, be sure to click "Submit". Once the form has been submitted, there will be a standard "Thank you for your submission". If this message does not display, the form was not received.
4. NEW! Once the form has been submitted and received, an EMAIL confirmation will be sent to the chapter's committee chairs email. Save a copy of this email for recordkeeping.
5. Using the emailed confirmation, forward and attach any supporting documents to chapter basileus.
6. Emails to Regional chairs are no longer required unless specifically requested.
7. This form can also be used to track and submit Community Service hours (individuals and chapters) for the Centennial Community Service initiative (more info coming).
8. If you have any questions, please contact your Regional chair.

In Sigma Service,

Jacqueline Greely
International Program Coordinator