



PHI BETA SIGMA FRATERNITY, INCORPORATED

GULF COAST REGION

REGISTRATION
NOW OPEN!!!

50TH
Gulf Coast
REGIONAL
CONFERENCE
New Orleans



APRIL 11-14, 2024

LE MERIDIEN HOTEL

333 POYDRAS ST, NEW ORLEANS, LA 70130



<https://www.pbsgulfcoastregion.org/>



Phi Beta Sigma Fraternity, Inc - The Gulf Coast Region



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Welcome

GREETINGS BROTHERS!

On March 27, 1974, the very first Gulf Coast Regional Conference was called to order at the El Tropicana Hotel in San Antonio, by then Regional Director, Hon. Lewis W. Engram. On April 11-14, 2024, we gather at the Le Meridien Hotel in New Orleans, to celebrate our 50th Anniversary. As a reflection of this celebration, our conference theme will be “50 years of Excellence, 50 years of Brotherhood.

The objective for this conference is to position the Gulf Coast Region, its chapters, and its members to make a positive impact on the communities that we serve and to prepare for the 2025 International Conclave in Tampa, Florida. To do so, the conference planning team is working diligently to provide a conference experience like no other, and to provide the tools needed to get the work done, celebrate our region, our chapters, and our members.



This is your 2024 Conference Planning Kit. It contains all of the necessary information and forms that your chapter will need to fully prepare to participate in the Regional Conference including conference hotel details and planned entertainment highlights.

Also included are the forms needed for proper registration for the conference, competitions, citations, and recognitions. Please review the forms carefully and submit them in a timely manner according to the deadline dates. For your convenience, these forms are also available online at our website, www.pbsgulfcoastregion.org.

The Executive Board, Conference Planning Team, and Host Chapters are eagerly working to assure that members, chapters, and guests will enjoy a positive conference experience as we gather in the city of New Orleans, Louisiana to celebrate our 50th Anniversary.

Brother Earl V. Gamble
Gulf Coast Regional Director



PHI BETA SIGMA FRATERNITY INCORPORATED

GULF COAST REGIONAL CONFERENCE DEADLINE SUMMARY

All items must be received by the corresponding deadline dates

2024 Gulf Coast Regional Conference Deadlines	
Item	Deadlines
Early Bird Gulf Coast Regional Conference Registration Rate Cut-Off	January 7, 2024
Annual Chapter Report and Annual CSAF Report Cut-Off Dates	February 9, 2024
Chapter Performance Awards	February 25, 2024
Grievance Consideration Form	February 25, 2024
Conference Delegate Registration	February 25, 2024
Regular Gulf Coast Regional Conference Registration Rate Cut-Off	March 3, 2024
Last Day to Reserve for Hotel Rooms for the Regional Conference	March 10, 2024
Resolution Form	March 11, 2024
Membership Assessment Cut-Off Date	March 11, 2022
Registration Refund Cut-Off Date	March 11, 2022
Late Gulf Coast Regional Conference Registration Rate Cut-Off	March 17, 2024
C.Y. Thomas Gulf Coast Adopt-a-School Grant Application	March 17, 2024
Outstanding Sigma Awards Applications	March 17, 2024
Gulf Coast Regional Awards	March 17, 2024
Lewis Engram and John Westberry Scholarship Applications	March 17, 2024
Collegiate and Chapter GPA Awards Applications	March 17, 2024
Military Affairs Awards	March 17, 2024
Sigma Beta Club Chapter and Advisor of the Year and Grant Applications	March 17, 2024
Individual and Chapter Awards Applications and Packages	March 17, 2024
GCR Military Demographic Survey	March 17, 2024
Last Day to Register for the Gulf Coast Regional Conference	March 17, 2024
Gulf Coast Regional Citation for the Omega Chapter	March 24, 2024
Vendor Registration	March 24, 2024

Note:

Conference host hotel rates are available through **March 10, 2024**. We cannot guarantee the hotel room availability or rate if you register after that date.



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GENERAL CONFERENCE INFORMATION

- Chapter Presidents and Chapter Advisors, please disseminate a copy of this packet to your respective Alumni and Collegiate chapter members.
- The Regional Conference is a delegate assembly, and each Chapters is required to send a delegate to the conference.
- Delegates are required to register via the Conference Delegate Registration Form.
- Only delegates that meet the delegate registration deadline will be allowed to vote.

REGISTRATION INFORMATION

Please refer to the conference registration link to complete registration information.

There are two ways to register:

1. Online at www.pbsgulfcoastregion.org
2. By mail: All official checks and money orders should be made payable to Phi Beta Sigma Fraternity, Inc. and mailed with the appropriate registration form(s) to the attention of:

Bro. Paris Taylor, Gulf Coast Regional Secretary
P.O. Box 561330, The Colony, TX. 75056

ATTIRE

- Thursday, April 11, 2024: **(Opening Session)** Sigma Business Attire – Dark Suit, White Shirt, and Royal Blue Tie. Appropriate business attire will be enforced.
- Friday, April 12, 2024: **(Daytime)** Sigma Business Attire – Dark Suit, White Shirt, and Royal Blue Tie. Appropriate business attire will be enforced.
(Evening) Sigma Blue and White – Sigma Paraphernalia
- Saturday, April 13, 2024: **(Daytime)** Business Attire – Dark Suit, White Shirt, and Royal Blue Tie for Omega Chapter and Rededication Ceremonies. Sigma Casual for General Session. Appropriate business attire will be enforced.
(Evening) Sigma Blue and White – Sigma Paraphernalia



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GENERAL REGISTRATION INFORMATION

This document includes information key to the 2024 Gulf Coast Regional Conference registration process. Not all the scheduled conference events and activities are included in this packet. Entry into some events will require purchasing additional tickets. Continue to check www.pbsgulfcoastregion.org for information updates.

Refund Policy

Registrants who must cancel their registration for reasons will receive a refund of their/guest fees, minus the service fee of \$40.00; this covers the cost of the 2024 Conference gift item. Registration refund requests must be received in writing by the Regional Secretary no later than March 11, 2024.

Conference Materials

2024 Gulf Coast Regional Conference materials will be available at the member and delegate check-in section during the scheduled check-in times.

Attendee Special Considerations

The 2024 Gulf Coast Regional Conference Planning Committee requests that registered members with any allergies please indicate so on the Special Needs and Consideration Registration Form, including the nature of their special allergenic/medical considerations (e.g., nut allergy, seizures, etc.). This information is needed for the 2024 Regional Conference Planning Team to work with the hotel to ensure proper assistance.

Gulf Coast Regional Life Members, International Distinguished Service Chapter Members, and Gulf Coast Regional Distinguished Service Society Members are permitted to register at the Early Bird Registration Rate until February 12, 2024.

Registration Stipulations

All Brothers desiring to register for the 2024 Gulf Coast Regional Conference as a member of Phi Beta Sigma Fraternity, Inc. must be financially active and in good standing at the International and Regional level levels. All Brothers of Phi Beta Sigma registering for the 2024 Gulf Coast Regional Conference must do so at the approved Alumni and Collegiate non-guest rates.



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GENERAL REGISTRATION INFORMATION

Registration Rate Information

Registration Rates are below. This information is also available on the 2024 Gulf Coast Regional Website at www.pbsgulfcoastregion.org. **There will be no on-site registration open.**

- Early Bird Registration Rate: Alumni: \$275 Collegiate: \$175 Guests (non-Sigma): \$175
- Regular Registration Rate: Alumni: \$300 Collegiate: \$175 Guests (non-Sigma): \$175
- Late Registration Rate: Alumni: \$325 Collegiate: \$175 Guests (non-Sigma): \$175
- International Officers \$150

Gulf Coast Region eForms	
Resolution Form	Click to Complete
Bylaws Amendment Notification Form	Click to Complete
Primary Delegate Registration Form	Click to Complete
Alternate Delegate Registration Form	Click to Complete
Citation for the Omega Chapter Form	Click to Complete
Grievance Consideration Form	Click to Complete
AWARDS & RECOGNITIONS	
GCR Chapter Awards Submission Form	Click to Complete
Sigma Beta Club Advisor of the Year Form	Click to Complete
Sigma Beta Club Chapter of the Year Form	Click to Complete
Sigma Beta Club Grant Application Form	Click to Complete
GCR Military Sigma of the Year Application	Click to Complete
GCR Distinguished Service Society Application	Click to Complete



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Online Registration is preferred and available at <http://www.pbsgulfcoastregion.org/>.

CONFERENCE ATTENDANCE REGISTRATION FORM

(Please type or print)

Name: _____ School: _____

Region: _____ State: _____ Member #: _____ 1st GCR Conference? ___ Yes ___ No

Organization (if non-sigma) and Chapter: _____

Int'l/Reg'l/State/Chapter Officer Position: _____

Address: _____
Street City State Zip

Cell Phone Number: _____ Email: _____

Employment: _____

Are there any special needs or medical considerations that the planning committee should be aware of?

Emergency Contact Information

Please list emergency contact name: _____ Relation: _____

Cell Phone Number: _____ Email: _____

Please check all that apply:

- Collegiate Member
- Alumni Member
- Participating in Golf Outing
- Int'l Life Member
- Int'l DSC Member
- GCR DSC Member
- Military/Federal Experience
- Business Owner
- Educator/Teacher

Registration Fees: Include, but not limited to, admission to all conference sessions (Phi Beta Sigma Members Only), admission to select events, awards luncheon, hospitality events, breakfast events, workshops, exhibits, and meetings.

Delegate Registration: All authorized delegates must also complete a primary or alternate delegate registration form.

<u>Registration Rates:</u>	<u>Early Bird ends 1/07/24</u>	<u>Regular ends 3/13/24</u>	<u>Late ends 4/01/24</u>
Collegiate	___ \$175.00	___ \$175.00	___ \$175.00
Alumni	___ \$275.00	___ \$300.00	___ \$325.00
Guests	___ \$175.00	___ \$175.00	___ \$175.00
International Officers	___ \$150.00		

THERE WILL BE NO ONSITE REGISTRATION

U.S. postmark required within the above registration period to qualify for the quoted conference registration rates.

Return a completed non-digital copy to:

Gulf Coast Region ● Phi Beta Sigma Fraternity, Inc. ● P. O. Box 561330 ● The Colony, TX. 75056



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Online Registration is preferred and available at <http://www.pbsgulfcoastregion.org/>.

VENDOR REGISTRATION INFORMATION

(Please type or print)

Registration Fee: \$325.00	Registration Deadline: March 24, 2024
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Please type or print:

Name: _____

Company Name: _____

Type of Merchandise to sell: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Work Phone Number: _____ Evening Number: _____

Email: _____ Cell Number: _____

Please check any items that apply:

- Tables: list quantity ____ (maximum #: 5) Electricity (outlet access) Wi-Fi Access
 Storage Location for items Member of Phi Beta Sigma Member of Zeta Phi Beta
 Other: _____

Are you a certified Phi Beta Sigma paraphernalia vendor? ____ Yes ____ No

Payment: Online Registration is preferred and available at <http://www.pbsgulfcoastregion.org/>. Please make your non-online payment payable to Phi Beta Sigma Fraternity, Inc. - Gulf Coast Region at the below address (Please do not send cash).

____ Money Order ____ Cashier's Check

Return completed form, check/money order, & any hard copy of documents to:

Attn: Earl Gamble

Phi Beta Sigma Fraternity, Inc.

Gulf Coast Region

P. O. Box 561330

The Colony, TX 5606



PHI BETA SIGMA FRATERNITY INCORPORATED

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SOUVENIR JOURNAL ADVERTISING FORM INFORMATION

(Please type or print)

ADVERTISING OPTIONS

COST

Back Cover – Color: (7” width x 10” depth)	\$400.00
Inside Front Cover – Color: (7” width x 10” depth)	\$300.00
Inside Back Cover – Color: (7” width x 10” depth)	\$300.00
Full Page – Color: (7” width x 10” depth)	\$100.00
Half Page – Color: (7” width x 10” depth)	\$ 75.00

DESIGN SPECIFICATIONS

Full Page Bleed Ads: 8.75” x 11.25” – Trim size of the page is 8.5” x 11” (must include crop marks to show bleed)

Full Page Ads: 7”x10” LIVE AREA. A white border will print around the entire ad.

The trim size of the page is 8.5” x 11” (no bleed)

Half Page Ads: 7.5” x 5” LIVE AREA (no bleed)

Finished Edition Format: 8.5” x 11”, glossy, saddle sticking, with pictures, profiles, and advertisements.

IMAGE FORMAT

All ads must be submitted camera-ready. A 25% premium will be charged to advertisers who require art or graphic reproduction of their advertisements.

The preferred file format is a high-resolution **PDF** file. (No image compression, embed all fonts and include crop marks).

Additional acceptable image formats are high-resolution JPG (300 DPI or higher), PNG, and WORD.

Advertisements should be submitted electronically to the attention of Daryl Miller at daryl.miller@outlook.com and marked with the subject line: GCRC 2024 Ad.

The sponsorship & Advertisement Agreement is attached for you to reserve your ad.



PHI BETA SIGMA FRATERNITY INCORPORATED

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SOUVENIR JOURNAL ADVERTISING FORM

(Please type or print)

ORGANIZATIONS NAME _____

ADDRESS _____

CITY _____ STATE _____ ZIP _____

CONTACT PERSON _____ TITLE _____

EMAIL ADDRESS _____

I agree to be included as an advertiser/sponsor in the Phi Beta Sigma Fraternity, Inc. Gulf Coast Regional Conference Journal.

Name _____ Signature _____

The publisher reserves the right to refuse any advertisement or editorial deemed inappropriate. All rates are net to the organization. No cancellations. Payment in full is required to reserve space.

Please select chosen payment option: CHECK MONEY ORDER / CASHIERS CHECK PAYPAL.

The organization representative agrees he has the authority to execute this agreement on behalf of the organization and is bound by the terms of this agreement.

Total Amount Due: \$ _____

Signed Organizational Representative _____

Gulf Coast Regional Conference Agent _____

ADVERTISING OPTIONS

COST: (check one)

Back Cover – Color: (7” width x 10” depth)	\$400.00 <input type="checkbox"/>
Inside Front Cover – Color: (7” width x 10” depth)	\$300.00 <input type="checkbox"/>
Inside Back Cover – Color: (7” width x 10” depth)	\$300.00 <input type="checkbox"/>
Full Page – Color: (7” width x 10” depth)	\$100.00 <input type="checkbox"/>
Half Page – Color: (7” width x 10” depth)	\$ 75.00 <input type="checkbox"/>

Total Advertising Amount Enclosed \$ _____

For any questions regarding souvenir Journal Ads, please contact Bro. Daryl Miller at daryl.miller@outlook.com.

The Deadline for all ad images and payment is March 10, 2024

Payment: Online payment is preferred and available at <http://www.pbsgulfcoastregion.org/>. For personal checks, money orders, or cashier’s checks, make payment out to Phi Beta Sigma Fraternity, Inc. (please do not send cash).

Submission: Email a copy of this form to gc.regionalsecretary@gmail.com or mail it to Gulf Coast Region, Phi Beta Sigma Fraternity, Inc., P. O. Box 561330, The Colony TX. 75056.



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PRIMARY DELEGATE REGISTRATION FORM

(Please type or print)

Note: All Alternate Delegates must be financially active to represent a chapter during the 2024 Gulf Coast Regional Conference. Additionally, the Chapter must be in good standing to include all Financial Assessments having been met in full. Any chapter not meeting any of the above requirements will be refused representation for the duration of the conference procedures.

Name _____ Chapter: _____

Primary Delegate: _____ Member #: _____

Phone/Cell #: _____ Email: _____

Chapter President: _____ Member #: _____

Phone/Cell #: _____ Email: _____

Chapter Secretary: _____ Member #: _____

Phone/Cell #: _____ Email: _____

I hereby confirm that my position as a delegate received approval from my chapter president and chapter.

Alternate Delegate Signature: _____ Date: _____

Chapter Secretary Signature: _____ Date: _____

(This Section to Be Completed by Credentials Committee)

Date: _____

Chapter Secretary: Yes No

Primary Delegate: Yes No

Chapter Tax Paid: Yes No

Chapter Insurance Paid: Yes No

Conclave Absentee Assessment Paid: Yes No N/A

Chapter Report Submitted: Yes No

This form must be received no later than February 25, 2024.

Submit a completed digital copy of this form to Bro. Paris Taylor at gc.regionalsecretary@gmail.com



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ALTERNATE DELEGATE REGISTRATION FORM

(Please type or print)

Note: All Alternate Delegates must be financially active to represent a chapter during the 2024 Gulf Coast Regional Conference. Additionally, the Chapter must be in good standing to include all Financial Assessments having been met in full. Any chapter not meeting any of the above requirements will be refused representation for the duration of the conference procedures.

Name _____ Chapter: _____

Alternate Delegate: _____ Member #: _____

Phone/Cell #: _____ Email: _____

Chapter President: _____ Member #: _____

Phone/Cell #: _____ Email: _____

Chapter Secretary: _____ Member #: _____

Phone/Cell #: _____ Email: _____

I hereby confirm that my position as a delegate received approval from my chapter president and chapter.

Alternate Delegate Signature: _____ Date: _____

Chapter Secretary Signature: _____ Date: _____

(This Section to Be Completed by The Regional Secretary Only)

Date: _____

Chapter Secretary: Yes No

Alternate Delegate: Yes No

Chapter Tax Paid: Yes No

Chapter Insurance Paid: Yes No

Conclave Absentee Assessment Paid: Yes No N/A

Chapter Report Submitted: Yes No

This form must be received no later than February 25, 2024.

Submit a completed digital copy of this form to Bro. Paris Taylor at gc.regionalsecretary@gmail.com



Notice of Amendment(s)

AMENDMENT ____ Amend Article ____, Section ____, Section Heading Name Amendment action (striking/inserting/adding)		
CURRENT	PROPOSED	IF ADOPTED, WILL READ
Section ____, Section Heading Name. A. Bylaws language as it appears in the most recent bylaws version.	Section ____, Section Heading Name. A. Proposed bylaws language with amended changes in track changes.	Section ____, Section Heading Name. A. Bylaws language with amended changes.
Proposed By: First and Last Name, Board Position (if applicable), Board Committee (If Applicable)		
Rational: Reason(s) for amending the bylaws.		
Bylaws Committee Recommendation: To be completed by the Bylaws Committee.		



Notice of Amendment (EXAMPLE)

<p>AMENDMENT 1 Amend Article III - MEMBERS, Section 1., A., Active Members., by striking out college or university between a and course and inserting college, university, or technical school.</p>		
CURRENT	PROPOSED	IF ADOPTED, WILL READ
<p>Section A, Active Members. Active members shall be individuals who have given evidence of a basic knowledge of computer science by having enrolled in or successfully completed a college or university course in computer science. Applicants shall submit a transcript of grades with their application. The dues for active members shall be \$15 annually. Active members shall have the right to vote and to hold office.</p>	<p>Section A, Active Members. Active members shall be individuals who have given evidence of a basic knowledge of computer science by having enrolled in or successfully completed a college, university, or technical school course in computer science. Applicants shall submit a transcript of grades with their application. The dues for active members shall be \$15 annually. Active members shall have the right to vote and to hold office.</p>	<p>Section A, Active Members. Active members shall be individuals who have given evidence of a basic knowledge of computer science by having enrolled in or successfully completed a college, university, or technical school course in computer science. Applicants shall submit a transcript of grades with their application. The dues for active members shall be \$15 annually. Active members shall have the right to vote and to hold office.</p>
<p>Proposed By: Membership Committee</p> <p>Rational: Rationale: Technical schools are an important source of quality education in computer science. By widening the scope of membership, all members will benefit from new ideas, techniques, and backgrounds in the field of computer science.</p> <p>Bylaws Committee Recommendation: The Bylaws Committee recommends Adoption.</p>		



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REGIONAL CONFERENCE AGENDA

(TENTATIVE)

Thursday, April 11, 2024	
Event	Time
Conference Check-in / Delegate Check-in	3:00 pm - 8:00 pm
Sigma Marketplace / Vendor Exchange	3:00 pm - 6:00 pm
Opening Reception / Opening Session (Public)	5:00 pm - 8:00 pm
Committee Meetings	8:00 pm - 10:00 pm
Welcome Hospitality	6:00 pm - 12:00 pm
Friday, April 12, 2024	
Event	Time
Conference Check-in / Delegate Check-in	7:30 am - 2:00 pm
Sigma Marketplace / Vendor Exchange	8:00 am - 6:00 pm
Opening Processional Line-up / Opening Processional	8:50 am - 9:15 am
Plenary Session I	9:15 am – 11:30 am
Gulf Coast Regional Awards Lunch	12:00 pm - 2:00 pm
Development Workshops / Committee Meetings	2:15 pm - 4:15 pm
Plenary Session II / Conference Photo	4:30 pm - 6:15 pm
Host Chapter Event / A Night in the French Quarters	7:00 pm - 12:00 am
Saturday, April 13, 2024	
Event	Time
Conference Check-in / Delegate Check-in	8:00 am - 10:00 am
Sigma Marketplace / Vendor Exchange	8:00 am - 6:00 pm
Omega Observance & Rededication Ceremony	8:00 am - 8:45 pm
Development Workshops / Committee Meetings	8:50 am - 10:00 am
Plenary Session III / Adjournment and Fraternity Hymn	10:15 am - 11:30 am
Fellowship Around New Orleans	12:30 pm - 5:30 pm
Sunday, April 14, 2024	
Event	Time
Regional Executive Board Meeting	9:00 am - 10:30 am



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Hotel: Le Meridien New Orleans, 333 Poydras Street, New Orleans, LA 70130

REGIONAL CONFERENCE GUESTS AGENDA

(TENTATIVE)

Thursday, April 11, 2024	
Event	Time
Conference Check-In	3:00 pm - 8:00 pm
Sigma Marketplace / Vendor Exchange	3:00 pm - 6:00 pm
Opening Reception / Conference Opening Session (Public)	5:00 pm - 8:00 pm
Welcome Hospitality	6:00 pm - 12:00 pm
Friday, April 12, 2024	
Event	Time
Conference Check-In	7:30 am - 2:00 pm
Sigma Marketplace / Vendor Exchange	8:00 am - 6:00 pm
Conference Guest Orientation	9:00 am - 9:30 am
Free Time	9:30 am - 12:00 pm
Gulf Coast Regional Awards Luncheon	12:00 pm - 2:00 pm
Guests Day Out Around New Orleans Tour	2:15 pm - 5:15 pm
A Night in The French Quarters	7:00 pm - 12:00 am
Saturday, April 13, 2024	
Event	Time
Conference Check-In	8:00 am - 10:00 am
Sigma Marketplace / Vendor Exchange	8:00 am - 6:00 pm
Development Workshops / Committee Meetings	8:50 am - 10:00 am
Free Time	10:15 am - 12:15 am
Fellowship Around New Orleans Event	12:30 pm - 5:30 pm
Sunday, April 14, 2024	
Event	Time
Conference Departure	12:00 am - Until



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CHAPTER PREPARATIONS INFORMATION

General Information

Each chapter and chapter delegate must be prepared administratively to attend the 2024 Gulf Coast Regional Conference and maximize the opportunity to position their chapter for follow-on operations as best as possible. This portion of the 2024 Gulf Coast Regional Conference Chapter Kit will provide some information for each chapter to consider as you prepare to complete your 2024 Gulf Coast Regional Conference information and competitions forms and send your chapter representatives to the 2024 Gulf Coast Regional Conference. The submission of all information, where applicable, must be by the most current editions of the international bylaws Phi Beta Sigma Fraternity, Inc., Gulf Coast Region bylaws, along with all applicable conference deadlines and procedures where appropriate. All submissions, requests, and recommendations for consideration must be sent to all designated reception centers and the attention of Bro. Paris Taylor, Gulf Coast Regional Secretary at gc.regionalsecretary@gmail.com or Gulf Coast Region, Phi Beta Sigma Fraternity, Inc., P. O. Box 561330, The Colony, TX 75056. Please contact Brother Paris Taylor at gc.regionalsecretary@gmail.com or 832-443-7272 if you have any questions.

2024 Gulf Coast Regional Conference Attendance:

All Gulf Coast Region Chapters are required to, at a minimum, have a representative registered at the 2024 Gulf Coast Regional Conference. This may be in the form of a Primary 2024 Gulf Coast Regional Conference Chapter Delegate. Any chapter that does not have a representative check-in for credentialing and conference accountability will not be counted as having sent representation to the 2024 Gulf Coast Regional Conference and will be assessed an absentee fee. Chapter Presidents, Collegiate Advisors, and Sigma Beta Club Advisors are expected to attend the Regional Conference.

Chapter Financial Assessments:

Ensure that your chapter has fulfilled all chapter financial obligations at least 30 days before the 2024 Gulf Coast Regional Conference. This includes the chapter's annual assessment fee and insurance fee. Ensure that all absentee fees for the previous Conclave and Gulf Coast Regional Conference have been paid.

Reporting Submissions:

Ensure that your 2023 Chapter Report is complete, submitted to the proper recipients, and available before the first plenary session of the 2024 Gulf Coast Regional Conference (preferably by the designated deadlines). Ensure your 2023 CSAF and all 2023 PIAs are submitted to the proper recipients and available before February 9, 2024.



Chapter Delegate Representation:

Ensure that your chapter has voted on and approved all primary and alternate delegates. Ensure that the Conference Delegate Form has been submitted to the attention of Bro. Paris Taylor, Gulf Coast Regional Secretary at gc.regionalsecretary@gmail.com, by the designated deadline. Only the delegates coordinated with the regional credentials committee will receive approval to represent their chapter during the regional conference. Your chapter may not exceed the number of applicable delegates based on your chapter's membership strength as assessed 30 days (Monday, March 11, 2024) before the 2024 Gulf Coast Regional Conference. All chapters are reminded that a Conference Attendance Registration Form does not suffice as the completion and submission of a delegate registration. Any Brother registering as a delegate without the approval of their chapter/president will be refused that opportunity to represent their chapter as a delegate and will be reported to their chapter.

Chapter submissions:

Ensure all chapter and Brother submissions are completed and submitted before the first plenary session of the 2024 Gulf Coast Regional Conference (preferably by the designated deadlines). Deadlines must be met for competition submissions to be valid. It is recommended to submit a copy of the Annual Report and all related documents via flash drive and email. Each chapter should have at least one hard copy of their chapter report available and on hand at the 2024 Gulf Coast Regional Conference. If applicable, send flash drives and hard copies to Gulf Coast Region, Phi Beta Sigma Fraternity, Inc., P. O. Box 561330, The Colony, TX 75056 by the designated deadlines. Send digital copies via email to the Gulf Coast Regional Director at gcregionaldirector@gmail.com. Chapter submissions include all PIAs, CSAFs, Chapter Reports, demographics forms, competition forms, submissions, registration information, a souvenir journal advertisement and sponsorship information, and any other relative information to the Gulf Coast Regional Director and appropriate regional committees.

2024 Gulf Coast Regional Conference Information:

Ensure your chapter reviews the 2024 Gulf Coast Regional Conference Information at www.pbsgulfcoastregion.org. Additionally, ensure that your chapter examines the information they desire to return from the conference with the chapter delegates.



PHI BETA SIGMA FRATERNITY INCORPORATED

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GULF COAST REGIONAL CONFERENCE SPIRIT AWARDS

The following awards are presented by the Regional Conference Credential Committees based upon registration information.

Longest Traveled Chapter

This award is given to the chapter that has traveled the longest distance. This award is given at each regional conference and conclave. The Regional Conference or Conclave Credentials Committee presents this award.

Requirements:

- A minimum of 5 registered attendees are required to be considered for this award.

Chapter with the Most Registered Members

This award is given to the chapter with the largest registered delegation at the Regional Conference. Host chapters are not eligible to compete in this award category. This award is based on registration information compiled by the Credentials Committee.

The Oldest Sigma in Attendance.

This award is presented to the brother in attendance at a Regional Conference with the most Sigma Service Years. This award is based on registration information compiled by the Credentials Committee.

The Youngest Sigma in Attendance

This award is presented to the newest brother in attendance at a Regional Conference. This award is based on registration information and is presented by the Regional Conference Credentials Committee.

A completed digital copy of these forms may be submitted to Bro. Paris Taylor at gc.regionalsecretary@gmail.com

Le Meridien Hotel

333 Poydras St., New Orleans, LA 70130

www.pbsgulfcoastregion.org

