



The Oxford Award of Delta Gamma - Submission Instructions

AWARD DESCRIPTION:

The Oxford Award recognizes the alumna who exemplifies the Delta Gamma philosophy of service to her community through volunteer and philanthropic activities. It honors the alumna who takes pride in her community and who, through the years, has devoted her talents to improve the quality of life around her.

The Fraternity Awards Committee relies on the nomination application and all aspects of the submission for evaluation purposes. A comprehensive presentation of a nomination is essential. Final selections are made by Fraternity Council.

ELIGIBILITY REQUIREMENTS:

- An Oxford Award nominee may devote herself to a single community project over a period of years, or she may be involved in numerous philanthropic activities
- A nominee brings a sense of pride to her alumnae group through her community efforts and involvement. While Delta Gamma alumnae participation is encouraged, it is not a factor in determining worthiness for this award.
- A nominee's service:
 - does not include years of Fraternity employment (e.g., Collegiate Development Consultant, Executive Offices staff)
 - does not include collegiate honors or offices
 - does include professional or community activities unrelated to Delta Gamma
- Members of Council, the Foundation Board of Trustees, the Nominating Committee and the Fraternity Director: Awards are ineligible for nomination while in office

PREPARING THE APPLICATION:

- Allow adequate time for contacting those who will write and submit letters of support and assembling the application. *Many groups start this process in the summer.*
- Letters of support from professional colleagues are the heart of this submission
 - It is helpful to provide letter writers with the Shield Award description, and inform them of the award confidentiality
 - Consider requesting photographs of the nominee at the same time as support letters
- View the [Comprehensive Individual Alumnae Award Winners](#) and [2020 & 2021 Individual Alumnae Award Recipients](#) documents in the Delta Gamma Library to determine which, if any, Delta Gamma awards the individual has received.
- If you are an alumnae group officer, you can access the dates and office of the nominee's Fraternity service in Anchorbase. Go to the menu and select Awards > Reports > Volunteer History of Alumnae Group Members. If you cannot access this report in Anchorbase, you can find a member's award and service history via the member search

at members.deltagamma.org. Once logged in, hover over the Directory tab and select Member Search. Search for the member you are looking for, and select See Profile in the results.

ASSEMBLING THE APPLICATION:

- It may be helpful to compose the full submission information in a Word document that may be revisited and saved
- The online application may be accessed/completed via desktop, laptop and/or iPad devices
- It is recommended that nominators do not wait until the intended date of submission to access the online application for the first time
- Online applications do not have to be completed in one sitting. You may save and revisit your application until submission is complete.

SUBMITTING THE APPLICATION:

- Applications may be submitted by any Delta Gamma member
- Applications must be submitted online through the [Google Form application](#)
- **The application deadline is 11:59 p.m. on November 15, 2021** (in the submitter's time zone). This is a firm deadline.

REQUIRED MATERIALS AND INFORMATION:

- Nominee name (maiden and married, if applicable)
- Nominee's current alumnae chapter membership, if applicable
- Nominee's mailing address (street, city, state/ province, zip/postal code)
- Nominee's chapter and university of Initiation
- Nominee's Initiation year
- Any Delta Gamma individual alumnae awards (Cable, Anchor, Oxford, Shield and/or Rose) received and year(s) presented
- Status of 2021-2022 per capita dues payment and/or status as a 50-year member
- Date award will be presented
- Chronological information including specific dates (mm/yy-mm/yy) of all relevant volunteer activities, community awards and honors, memberships (civic, professional, non-professional), and/or other noteworthy accomplishments (may upload a volunteer résumé, if available)
- Summary of why the nominee is qualified for the Oxford Award (250-500 words suggested)
 - A high-level overview of how the nominee exemplifies the Delta Gamma philosophy of service to her community through volunteer and philanthropic activities
- At least **five** letters of impact from Delta Gamma sisters (no minimum # of letters from Delta Gammas), relevant friends, business and professional associates or fellow volunteers must be submitted
 - Letters of impact help the members of the Awards Committee get to know the nominee on a more personal level.
 - Letters should demonstrate the nominee's impact to their community, including noteworthy accomplishments and outcomes. Nominators are encouraged to explain the significance of the service(s) rendered, the benefits to the community

- and an indication of why these activities are beyond normal community involvement.
- Most letters have three parts: an opening statement that identifies the relationship of the letter writer to the nominee, 1-2 middle paragraphs that demonstrate the impact of the member's service, and a closing statement.
 - Any additional information, including additional recommendation letters, media coverage, and other supporting documentation may be submitted

Nominations are due by 11:59 p.m. (in the submitter's time zone) November 15, 2021.
Final selections are made by Council.