

# *Midwest District Region Day Guidelines*

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## **What are Region Days?**

The goal of Region Days is to increase activities in the Midwest district outside of Convention. Region Days also serve to promote Brother and Sisterhood bonding between chapters. This, in turn, will help chapters improve service to their college or university band programs. Hosting a region day is excellent experience in planning events and can be great practice if your chapter is planning to bid for district convention.

## **What sort of activities will these events include?**

Your district council will arrange workshops for you, if requested. The host chapter is responsible for all types of activities but may call upon the Joint District councils to plan workshops. Workshops may include topics in the areas of leadership, chapter operations, music, service, Membership Education programs, among others. Host chapters have the opportunity to plan special events that may be a tradition in their chapter. You are welcome and encouraged to share your traditions with other members and make your Region Day unique.

## **What is the time frame for Region Days?**

REGION DAYS CAN BE HELD ANYTHIME THROUGH THE YEAR. You may hold it in the fall, spring, or even during the holiday or summer vacations. Region Days should include approximately eight (8) hours of programming. This may take place on one day or over the place of two.

## **We want to host a Region Day. What do we have to do?**

Request Forms are available on the Midwest district website ([www.kkyltbs.org/mwd/](http://www.kkyltbs.org/mwd/)). The requesting chapters need to provide the information and answer all questions included on the request form. This information must be submitted to the District Events Committee Chair no later the beginning of the Saturday of Convention. No formal or informal presentation needs to be given. The committee reserves the right to request more information from perspective host chapters.

## **Responsibilities of the host chapters:**

The host chapters are responsible for...

- Organizing workshops and activities for the event
- Notify chapters and publicize about the event
- Provide meeting rooms for the event
  1. One large room capable of holding 75-100 people

2. Three to four smaller rooms capable of holding 20-40 people
- Provide/coordinate housing for those in attendance on evenings prior to and following the event
  - Provide/coordinate directions to the location
  - Work together with the Midwest District officers to coordinate the event

# Kappa Kappa Psi - Tau Beta Sigma

## MIDWEST DISTRICT REGION DAY HOST APPLICATION

*SUBMIT COMPLETED FORM TO DISTRICT EVENTS COMMITTEE BY THE START OF CONVENTION*

Chapter Name(s): \_\_\_\_\_ KΚΨ and/or  
TΒΣ: \_\_\_\_\_

School: \_\_\_\_\_ Proposed Date of Event: \_\_\_\_\_

Facilities Available (include meeting spaces, equipment, etc.)

What kind of housing is available? How many are you able to accommodate? When is housing available?

Will there be a fee of any kind? If so, provide amount and an itemized list of what the cost includes.

Activities Planned:

Workshops Planned:

Proposed Schedule:

Briefly describe why your chapters are qualified to host a Region Day. Brag, Boast and be Arrogant.

