

CHI OMEGA FOUNDATION

PERSEPHONE'S CIRCLE FAQ

Persephone's Circle is a collegiate giving society for members of Chi Omega who give an annual donation of \$18.95. Membership is based on a **calendar year**. Each member of Persephone's Circle will receive **one** gold charm during a calendar year. There are a total **four** different charms to be collected over **four** years. Persephone's Circle donations can be directed to a chapter's scholarship fund. If a scholarship fund doesn't exist, donations will be applied to the Annual Fund. Gifts will be applied to the member's lifetime giving record. All donors are recognized in the annual donor listing of *The Column*.

- Membership in the undergraduate giving society is secured with an \$18.95 yearly gift to the Foundation. Gifts will be recognized based on the **calendar** year.
- Chapters with scholarship funds can elect to have Persephone's Circle donations applied to it. This is an excellent way to increase the balance of the fund and the amount available to award as a scholarship.
- Set a chapter participation goal and provide status updates at chapter meetings.
- Reference the **Persephone's Circle Donation FAQ** when making Persephone's Circle donations. It is located in the Training and Resource Center under Foundation: Persephone's Circle. **Persephone's Circle pledge cards are no longer a preferred method when making PC donations.**
- **DO NOT SEND CASH** through the mail.
 - Chapter donations can be made through Billhighway via a **manual check** made payable to the **Chi Omega Foundation**, by setting up the Foundation as a vendor in Billhighway. Be sure to **email** the list of donors by using the membership attendance roster on the Chapter Dashboard. It should be emailed as an Excel file. Refer to the **Persephone's Circle Donation FAQ** for detailed instructions.
 - On your chapter dashboard, a payment through the Scheduled Payments function in Billhighway is for **Chi Omega Fraternity** not the Chi Omega Foundation. Items on your dashboard include national membership dues, national new member dues, national initiation dues and risk management dues. **Please do not use this method for making Persephone's Circle donations.**
 - Chapters may also choose to send **one check** from the chapter's account to the Foundation. Don't forget to **email** the list of donors as an Excel file to the Foundation.
 - Make the check payable to the Chi Omega Foundation and mail to 3395 Players Club Parkway, Memphis, TN 38125.
- Donations can be made throughout the year. However, they must be made by **December 20** to receive the current year's membership status and the current year's charm.

If I have questions about making donations or PC charms, who should I contact? Maddie Dotson, Foundation Assistant, maddie.dotson@chiomega.com or call 901.748.8635.

If I have questions about scholarships or the Foundation Ambassador position, who should I contact? Angela Reynolds, angela.reynolds@chiomega.com or call 901.748.8637.