

WEEK OF SERVICE 2026 EVENT HOW-TO GUIDE

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Week of Service Updates

We are excited to celebrate our 8th Annual Week of Service this year! It has been a joy to watch our sisters continuously give back to their local communities during this dedicated time each year.

Last year, Week of Service included:

- 97 service events, including 14 virtual events
- Hosted by 50 Alumnae Associations and 8 Collegiate Chapters
- Representing 24 states and provinces

In celebration of this milestone and the 47th anniversary of our partnership with Ronald McDonald House, we created a signature service project that can support your local Ronald McDonald House®. We encourage every Alumnae Association and Chapter to use this signature event- add it as an extra event or add it onto an event you are already hosting. Check out the Signature Event section below to find more information!

Participants can register for Week of Service events online at alphadeltapi.org/week-of-service. The registration is designed to be easier for our members, help you receive more accurate headcounts, and allow non-members to register if they are participating.

Week of Service Overview

In the spirit of service, our Alumnae Relations Director team announced Alpha Delta Pi's inaugural Week of Service in 2019. In celebration of our 40th anniversary of partnership with the Ronald McDonald House, we launched this program to invite ADPi sisters to gather to give back during this timeframe.

Imagine the incredible spirit of seeing sisters across the country and around the world gathering to serve their communities. Whether it is service at a local Ronald McDonald House Chapter, a local food bank, or countless other opportunities, sisters work together create a wave of positive momentum. Alumnae Associations and Chapters are invited to organize an activity in their area and promote it globally using #ADPiWeekofService.

This year we are asking each Alumnae Association to host an event – every single Association! We know many of you have already started planning, and we are thrilled with how you have embraced Week of Service as part of your annual activities. We can't wait to hear your plans and to see what you accomplish this year!

We are again offering Alumnae Associations and Chapters the first opportunity to sign up to host an event. This is a wonderful opportunity to include your association members, non-member alumnae (be sure to reach out to all ADPi members in your area), ADPi parents, and your families, too. Visit prideonline.alphadeltapi.org/volunteer/weekofservice to register an event.

Ronald McDonald House

HISTORY OF OUR PARTNERSHIP

It all began in 1977, two years before Ronald McDonald House was officially selected as the philanthropic partner for Alpha Delta Pi. Grand President Ginny Rosenberg Stafford, Alpha Beta—Iowa, asked Joanne Henthorne Kirlin, Delta Delta—Arkansas, to serve as the National Service Project Chairman. Her mission was to select one charitable organization to benefit from the philanthropic efforts of our Chapters and Alumnae Associations.

Joanne did extensive research at her local library into different philanthropies but did not come across Ronald McDonald House. She later learned they were known as Children's Oncology Services at the time. Joanne found another charity that she believed would be a good partner with ADPi and spoke with the organization several times over the next biennium. The organization planned to send representatives to the 1979 Grand Convention in Minneapolis where the partnership would be announced. They even sent more than 1,000 pink erasers stamped with their logo to Joanne, to be taken to Convention.

About a week before Convention, the unthinkable happened. Joanne learned that the organization she had selected had already partnered with another sorority and that they had announced their partnership at the other sorority's Convention. Absent an understanding to partner exclusively with each other, the partnership plans were cancelled.

Joanne arrived at Convention without a plan and without a charity to announce as our philanthropic partner. ADPi Executive Director Maryann Friend Gillespie, Alpha Kappa—Tennessee, Knoxville, had mentioned Ronald McDonald House and discovered that one of the hotel staff members was active with the Minneapolis house. The staff member referred Joanne to Bud Jones and Dr. Ed Baum at the Ronald McDonald House headquarters in Chicago.

Bud, as it turned out, was a member of Sigma Nu from the University of Arkansas – the same campus where Joanne joined Alpha Delta Pi. They became fast friends ... and so began the partnership between Alpha Delta Pi and Ronald McDonald House.

MILESTONES

On October 30th, we celebrate the 47th anniversary of our partnership with Ronald McDonald House. Let's take a look back at some of the incredible milestones we have reached during these 47 years!

100th Ronald McDonald House

In 1986, Ronald McDonald House opened its 100th facility. Grand President Jane Fiedler Madio, Gamma Omicron—Susquehanna University, and National Service Project Chairman Emily Lusby Mackeebee, Alpha Kappa—Tennessee, Knoxville, gave a special presentation during the celebration near the Schneider Children’s Hospital at Long Island Jewish Medical Center in Long Island, New York.

First \$1,000,000

By the 1987 Grand Convention, Alpha Delta Pi chapters and alumnae associations had raised more than \$1,000,000 for Ronald McDonald House. McDonald’s Corporation hosted a “Thanks a Million” luncheon during Convention that year in Scottsdale, Arizona, to celebrate the milestone.

Chicago Marathon Team

Since 2013, Team ADPi runs as part of the Ronald McDonald House team during the Chicago Marathon each October. Our runners have raised more than \$250,000 for Ronald McDonald House Global through the marathon.

Annual Support

During the 2025-2026 school year, our members volunteered more than 37,000 hours and raised more than \$2,200,000 for local Ronald McDonald House Chapters throughout the U.S. and Canada.

Celebrating 47 Years and More Than \$26,000,000

Looking back over our 47-year partnership with Ronald McDonald House, Alpha Delta Pi has raised more than \$26,000,000 for local Ronald McDonald House Chapters.

Alpha Delta Pi is recognized as an Organizational Partner for our combined support of Ronald McDonald House with our time, talent, and treasure. And in 2016, Sheila Musolino, past CEO of Ronald McDonald House, joined Alpha Delta Pi as an Alumna Initiate.



RONALD MCDONALD HOUSE ENDOWMENT

As part of the *We Believe* Campaign, Jan Foltz Larson, Alpha Eta—Kansas State, established the Ronald McDonald House Endowment at the Alpha Delta Pi Foundation in 2014. This endowment creates a permanent bond between Alpha Delta Pi and Ronald McDonald House, providing an opportunity for ADPi to support Ronald McDonald House worldwide, even in locations where there is not a local chapter or alumnae association to support it. This fund allows any Ronald McDonald House to apply directly for grants from the Alpha Delta Pi Foundation, allowing us to support for:

- Houses that do not have an ADPi chapter or alumnae association nearby supporting them
- New houses being built
- Existing houses being renovated
- Family rooms that are being expanded and renovated

We have received more than \$1,300,000 in contributions to the endowment fund. Thanks to the efforts of our sisters in hosting additional philanthropy events and earmarking a portion of increased fundraising for existing philanthropy events for the endowment fund, we have surpassed our goal – but we continue to encourage gifts to the Ronald McDonald House Endowment so that our support may continue to grow. Read about the most recent Endowment grant recipients [on the blog](#).

Event Registration

Event registration is available to Alumnae Associations, Chapters, and all members of Alpha Delta Pi. It is key to register your event. We want all ADPi members to have the opportunity to participate, including sisters who may be visiting your area or can join in virtually from across the globe. This will help avoid overlapping events and increase the number of sisters who can participate.

The individual who registers the event is considered the host. This should be the designated point-person responsible for event details, answering questions, organizing a committee for the event, etc. After Week of Service concludes, the registered host will receive a survey to collect information about the event.

Action Item: Register your event on the [Week of Service](#) page on Pride Online.

When registering you will need to provide: Name of Event, Event Description, Date, Time, and maximum number of participants (if applicable). If you are hosting a virtual event that has an event link, be prepared to provide the link so sisters can have easy access when they register for your event on the public-facing [Week of Service page](#)!

When registration opens to the general membership, encourage members to register for your event on the Week of Service page. As host, this will help you track participants and have access to their contact information. When guests access the [Week of Service page](#), they no longer need to sign into Pride Online. Any non-member can also use this page to register if they participate in your event.

Signature Event

In celebration of this year's Week of Service, we have created a signature service project that can support your local Ronald McDonald House. We partnered with Ronald McDonald House Global to see how we can best support local Chapters and have the greatest impact. Kits was the immediate response! We would like to see every alumnae association include kits in one of their events or as a stand-alone event during the Week of Service. As a reminder, each local Ronald McDonald House Chapter is unique in terms of size and needs, so please connect with them to inquire about any restrictions, kit quantities, etc.

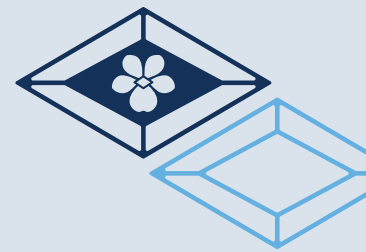
Not sure where to start when building kits? The following pages include examples of snack kits, as well as other kit suggestions. You could get together for lunch or dinner and each member bring an item from the list. You could also have members drop off the items at a sister's house and then gather to put the bags together. There are a lot of options to mix sisterhood with this service event.

If you do not have a local Ronald McDonald House Chapter, we encourage you to support a Ronald McDonald House Amazon Wishlist - you can choose a house near your home chapter or one of the chapters that have benefited from our Ronald McDonald House Endowment Fund. You could also select a different non-profit to support with kits - such as a women's shelter, children's support center, etc. Alternative kit types are also included on the pages that follow.

Week of SERVICE



signature EVENT



THE GOAL: For every alumnae association to include kits as part of one of their events or as a stand-alone event during Week of Service 2026

SNACK KIT EXAMPLE

Also considered an on-the-go kit, these tend to be the highest priority items for local Ronald McDonald House® Chapters since they are beneficial for both program guests and Chapters that support families with outpatient procedures. Contents may vary, but think of it as a **full, shelf-stable meal** that can be eaten on-the-go in the hospital.

Ronald McDonald House recommends including an **entrée, 1-2 sides, dessert, drink, and any necessary utensils**. Avoid major food allergens, like peanuts and tree nuts. Please connect with your local Ronald McDonald House Chapter to inquire about any restrictions, quantities, etc. **Sturdy paper bags with handles** are preferred over paper bags without handles. Napkins or moist towelettes are helpful, and bring some **markers to write the contents and earliest item expiration date** on the outside of the bag.

PICK 1 ENTRÉE	PICK 1-2 SIDES	PICK 1 DESSERT	PICK 1 DRINK
- Chef Boyardee Microwavable Cups - Easy Mac in Microwavable Bowl - Soups in Microwavable Container - Ramen Noodles in Microwavable Cups - Healthy Choice Fresh Mixers - Starkist Lunch To-Go Kits 	- Apple Sauce - Chips - Pretzels - Cheese & Crackers (no peanut butter) - Granola Bars (no nuts or peanut butter) - Dried Fruit - Microwavable Popcorn - Instant Oatmeal Cups 	- Gummy Bears - Fruit Snacks - Individual Pudding Snacks - Granola Bars (no nuts or peanut butter) - Dried Fruit 	- Bottled Water - Juice Box - Individual Powdered Drink Mixes - Tea Bags - Hot Chocolate 

MIXING SISTERHOOD AND SERVICE: ASSEMBLING YOUR KITS

There are many options to mix sisterhood with this service event. Gather for lunch or dinner and have each member bring an item from the list. Or have members drop off items at one member's house and then get together to put the bags together. Be sure to include the quantity of each item you need when sharing the shopping list so you can provide as many complete kits as possible. Making an Amazon Wish list can be helpful for sisters that want to participate but cannot attend the assembly event.

ADDING A PERSONAL TOUCH

A personal touch is also encouraged - a handwritten card or positive message that is happy and hopeful. Because many families have different beliefs, please avoid religious messages.

Alpha Delta Pi
Foundation

Alpha Delta Pi
BE THE FIRST

OTHER KIT SUGGESTIONS

Welcome Kits	• Phone chargers compatible with multiple types of phones • Insulated coffee tumbler • Travel-size tissue pack • Hand lotion • Hand sanitizer • Lip balm • Salty and sweet snacks • Journal or notepad and pen • Cozy socks or slippers • Tea or Cocoa • Books with games or activities • Playing cards • Blankets • Gum or mints • Stress toys • Ear plugs • Eye masks
Take-Home Meal Bag at Check-Out	<i>Non-perishable meals for when they first get home</i> • Grocery gift card (\$20-\$50) • Easy Prep Meals (Hello Fresh, Publix, Blue Apron) • Pantry meals like spaghetti and pasta sauce, canned veggies • No-bake dessert
Hygiene Kits	• Shampoo and conditioner • Liquid body wash • Lotion • Deodorant • Makeup remover • Hair ties, hairbrush, comb • Shaving supplies • Toothbrush, toothpaste, and toothbrush cover • Reusable bag for the above contents <i>Note: these are lowest priority for most Chapters, but keep items small (travel-size) if you prepare these kits so they can be used easily at Ronald McDonald House® Family Room programs and on hospitality carts</i>

Event Ideas

Here is a short list of events that have been used in previous Weeks of Service. We always enjoy seeing what you come up with! You can also check out the [Alumnae Philanthropy Resources](#) on Pride Online for more ideas and tips.

- Making Coloring Packs or Grab-and-Go bags
- Making "Period Packs" for women's shelters
- Amazon Wish List (Fill the Pantry)
- Writing Letters to a local charity (nursing home facility, Operation Gratitude are examples)
- Tie Blankets (can be virtual or in-person)
- Pumpkin Carving Contest
- Toy Drive
- 5K Race to Ronald McDonald House (can be virtual or in-person)
- Park Clean Up
- Blanket & Coat Drive
- Food Drive for your local Food Bank
- Virtual Bingo Night (be sure to check legality) and Silent Auction
- Profit Shares (Chipotle, IHOP, Honey Baked Ham, local restaurants)

Fundraising Event Planning

1. If hosting a fundraising event, complete the [Philanthropy Event Checklist](#) once you begin planning your event.
 - a. Send to philanthropy.alumnae@gmail.com.
2. Make sure to review the [proper use of logos](#) for the Alpha Delta Pi Sorority and Ronald McDonald House. Send your philanthropy director any graphics or logos you plan to use for marketing materials.
3. Consider using [CrowdChange](#). This platform provides a supplemental method of collecting proceeds for your event. It allows options for ticket sales, individual fundraising, team fundraising, and general contributions – all online! All monies raised through CrowdChange go directly to the Foundation for disbursement to your designated charity or charities.
 - a. Complete the CrowdChange Agreement and send it to the Alumnae Philanthropy Director (Alumnae Associations) or your District Philanthropy Director (Collegiate Chapters).
 - b. Additional information on CrowdChange can be found later in this guide.
4. Other Alumnae Association Resources:
 - a. Join the [Alumnae Association Officer Facebook Group](#). Here, other Alumnae Associations share events ideas, what worked and didn't work, and other useful information.
 - b. Attend the Alumnae Association Officer Meetings throughout the year. You can register on the [Pride Online Calendar](#).
 - c. Our Alumnae Philanthropy Director is here to help as well: philanthropy.alumnae@gmail.com.

WHY DO WE SEND OUR FUNDRAISING PROCEEDS THROUGH THE FOUNDATION?

By making your philanthropic contributions (whether during Week of Service or anytime during the year) through the Alpha Delta Pi Foundation, you are helping make our sisterhood strong and increasing the level of awareness for all that Alpha Delta Pi does to support others in their local communities and beyond.

Ronald McDonald House is structured much like Alpha Delta Pi. There is a global organization with local Ronald McDonald House Chapter. When our collegiate chapters and alumnae associations raise money and send it through our Foundation, it allows us to accurately report the impact of Alpha Delta Pi's cumulative philanthropic reach. Without this, we would not be able to verify the total contributions raised by Alpha Delta Pi for Ronald

McDonald House and other nonprofit organizations. With this centralized reporting, we ensure that Alpha Delta Pi is a leader in helping those in need in our communities.

WHAT IS THE 7% PHILANTHROPY PROGRAM FEE USED FOR?

The 7% Philanthropy Program Fee was established by the Foundation in 1994. By directing funds raised from philanthropic events through the Alpha Delta Pi Foundation, it ensures strong financial management and oversight. It allows chapters and alumnae associations the ability to confidently assure the donors supporting their efforts that the proceeds generated through their events are ultimately provided to the designated beneficiaries.

This fee is used to improve our philanthropic resources, scholarship outreach, educational opportunities, and leadership programs. We use these funds to raise awareness of Alpha Delta Pi's focus on serving others. For example, when the first Ronald McDonald House® Care Mobile, which brings dental and health care resources to underserved communities worldwide, was unveiled in 2007, Alpha Delta Pi was able to invest as a partner in that effort.

Today, funds are used to develop and expand philanthropy resources, including a partnership with CrowdChange that allowed our chapters to quickly pivot to virtual events during Spring 2020, an educational Ronald McDonald House video that is produced every four years for all Alpha Delta Pi chapters and alumnae associations to use, and to help administer the Ronald McDonald House Endowment Grant that expands our reach to local Ronald McDonald House Chapters that do not currently benefit from local ADPi support. We also use funds received through this fee to provide resources wherever the need is greatest within our organization.

CrowdChange

Alpha Delta Pi has established a partnership with CrowdChange through the Alpha Delta Pi Foundation. The CrowdChange platform provides a supplemental method of collecting proceeds for your philanthropy event. It allows options for ticket sales, auctions, individual fundraising, team fundraising, and general contributions online.

HOW TO USE CROWDCHANGE

1. Complete the [CrowdChange Agreement](#) in Pride Online.
2. Refer to the [CrowdChange How To Guide](#) to help set up your event.
3. Once the event is completed, CrowdChange will automatically send your proceeds to the Alpha Delta Pi Foundation for distribution to the Ronald McDonald House Chapter or other 501(c)(3) charity (or charities) you've indicated on your CrowdChange Agreement.

IMPORTANT CROWDCHANGE REMINDERS

1. All funds collected through CrowdChange are distributed directly to the charitable organizations you've selected. Funds will not be returned to the Alumnae Association or Chapter for budget or reimbursement purposes.
2. CrowdChange is a supplemental resource to help increase and improve your fundraising efforts. You should still continue to collect money via [other approved methods](#).
3. CrowdChange may only be used for philanthropy purposes. It may not be used for pass-through items such as t-shirts. CrowdChange may be used for philanthropy event t-shirts or ticket sales, but no funds will be returned to the chapter for event expenses, so these items and expenses must be covered by the philanthropy budget or through other collection methods.
4. CrowdChange may not be used for raffles. There are no exceptions to this rule.
5. CrowdChange charges a small administrative fee and credit card fees to use the platform. These fees will come out of your total profit at the end. The Alpha Delta Pi Foundation can provide you with a breakdown of funds raised and fees upon request.

Event Tips

BRANDING & MARKETING

Make sure to review the proper use of logos for the Alpha Delta Pi Sorority and Ronald McDonald House. When supporting a local Ronald McDonald House Chapter, the approved logo lockup should be used. Refer to the [Ronald McDonald House section in Pride Online](#) for details and logo lockups as they become available, particularly as local Ronald McDonald House Chapters complete the rebrand process through fall 2026. To use the new brand before your local Ronald McDonald House Chapter transitions to the new brand, you may opt to use the “Benefiting Local Chapters” logo lockup available in Pride Online.

Send all marketing images, graphics, and text to your philanthropy director philanthropy.alumnae@gmail.com (Alumnae Associations) or your District Philanthropy Director (Chapters).

Ronald McDonald House entrusts us with the proper use of their brand, so we must take care to protect their brand and follow their guidelines. When your event or project supports a local Ronald McDonald House Chapter, using the local Chapter logo (i.e. the version with the specific local Ronald McDonald House Chapter name as part of the graphic) helps distinguish that your efforts are for the local organization and not benefitting Ronald McDonald House Global (which fundraises separately from each individual Ronald McDonald House chapter). Note that no part of the logo lockups or wording may be changed, altered, re-colored, or removed.

SOCIAL MEDIA MARKETING

We cannot stress enough the importance of you marketing your event on social media and providing a link for potential participants to register. Participants are looking to participate in multiple events during the Week of Service - and a combination of in-person and virtual events. Encourage members and friends & family to register for your event on the [Week of Service page](#). Don't forget to also post on your alumnae association's or chapter's social media.

Don't forget you have two options to market your event to every Alpha Delta Pi member. You can put your event on the Calendar on Pride Online using the “Submit an Event” under the Calendar tab. You may submit a [Communications Request](#) for your event to be in The Chronicle too. If enough events are submitted, we will have a special section with all of the Week of Service Events highlighted. To submit an event for the Chronicle, find the Executive Office tab on Pride Online and submit a “Communications Request”. The Volunteer Chronicle posts every Friday and reaches all volunteers for Alpha Delta Pi; the deadline for inclusion is the Wednesday before distribution. The Chronicle is sent to every member of Alpha Delta Pi and is sent every second Tuesday of the month (October 13); the deadline for inclusion is October 9.

BEFORE THE EVENT

- Send out an exciting, welcome email immediately to an alumna registering for your Week of Service event.
- Post event on your Alumnae Association's or Chapter's social media sharing Week of Service event and encouraging alumnae to register for the event. Provide link to register in your post. Use hashtag #ADPiWeekofService.
- Make sure to review the proper use of names and logos for Alpha Delta Pi and Ronald McDonald House. Hint: It's not RMH, RMHC, or any other acronyms anymore!
- Send out an email to registrants with specific information closer to time of the event - what to expect, times, maps, where to park, what to wear (ADPi letters), lunch/dinner options, etc.
- Create or order swag - ADPi water bottle labels, lanyards, buttons, etc. - from licensed vendors. Our preferred vendor is [The 1851 Shop](#).
- Create an Alumnae Association flyer to have as a handout at the event with upcoming programs and events and contact information. Include social media handles and website!
- Ask officers to call attendees (split up the list) within three days of the event.

- Encourage participants to sign up for the event on Pride Online. You may offer an alternative method of registering such as a Google Form or SignUpGenius. Be prepared to enter the participants into the Week of Service registration so your event is accurately reported.

IN-PERSON EVENT TIPS

- Consider assigning certain tasks to members of your association or chapter. Have a point person for volunteers, a photographer, etc.
- Make sure you know the terms of your contract for a location, food, etc., should you need to cancel or postpone the event.
- Check the local and state regulations on closures and required limits on number of attendees. University limits might be different from those imposed by local and state governments.
- Consider a virtual component for your event as some members may not feel comfortable attending in a group setting.
- Most importantly, be flexible and as accommodating as possible with changing circumstances.
- If deemed necessary, purchase water bottles and snacks for your participants. Prepare a hydration station at the event.
- Create nametags for the attendees.

VIRTUAL EVENT TIPS

- Consider which platform makes the most sense for your attendees (Zoom, Google Meet, WebEx, etc.) and be sure you are familiar with all the tools available to make your celebration inviting for everyone.
- Make sure to send the event link at least 48 hours in advance with specific instructions on how to log in to the respective video platform. Remember that people with various levels of technology experience will hopefully be participating in your Week of Service event.
- Keep the event to an hour in length, and no more than an hour and a half.
- Plan time for alumnae and collegians to socialize using breakout rooms like the chapter did during virtual recruitment. It will be a great way to meet new sisters in a more intimate setting.

AFTER THE EVENT

- Send an email to each attendee immediately after the event thanking her for involvement and share upcoming association events and personally invite.
- Post pictures on your association's social media. Use hashtags #ADPiWeekofService. Submit high quality photos to photos@alphadeltapi.com.
- Place a photo and recognize attendees in your next Alumnae Association or Chapter Newsletter.
- If you provided a back-up registration option, enter your participants information into the Week of Service registration on Pride Online.
- Complete the [Philanthropy Contribution Form](#) for any funds raised through methods other than CrowdChange.
 - Complete within 30 days after the event. Write one check from the Alumnae Association or Chapter for proceeds raised, include a copy of the completed form, and mail to the Alpha Delta Pi Foundation. These instructions are also on the form.
- Keep an eye on your email in early November. There will be a survey and we want to hear about all the wonderful things that happened during the Week of Service. Hosts and participants will receive surveys. Submit how many participants your event had, hours you volunteered, and feedback.
- Don't forget to ask members to log their hours on Pride Online to help keep track of volunteer hours for your Alumnae Association's Philanthropy Report.
- Send an email to each attendee a couple of weeks following the event touching base and encouraging attendance at upcoming association events.

Contact Information

- **Philanthropy or Event-Related Questions:** Contact your Alumnae Philanthropy Director at philanthropy.alumnae@gmail.com (Alumnae Associations) or your [District Philanthropy Director](#) (Chapters).
- **Foundation-Related Questions:** Contact the Alpha Delta Pi Foundation at foundation@alphadeltapi.com or (404) 378-3164.

Things to Remember

- Plan and register an event through Pride Online.
- The individual who registers the event is considered the host. This should be the designated point-person responsible for event details, questions, etc.
- Invite all local Alpha Delta Pi members! A data request can be submitted through Pride Online for contact information.
- Invite local collegiate chapter(s).
- Invite non-Alpha Delta Pi family and friends – partners, children, parents, etc.
- Verify if your event needs to be registered with the community.
- Wear ADPi letters!
- Take lots of photos and share them on social media using the hashtags #ADPiWeekofService.