

Seminole Clubs® Frequently Asked Questions

Q. What is the difference between a Seminole Club® and Chapter?

A. In order to be a Seminole Club® it is required that an area have an alumni population of at least 250. For regions with less than 250 alumni a Seminole Chapter is created. Both clubs and chapters are assigned an Alumni Association staff member for support and guidance. The key difference between clubs and chapters is funding; clubs in good standing will receive a yearly stipend, while chapters do not.

Q. Where can I find information about club requirements?

A. The latest club requirements are always posted online on our [Resources for Seminole Club Leader web page](#) under the “Requirements” tab, along with the necessary forms. If you have trouble finding the forms online, please contact Dia Combas at dcomebas@fsu.edu or 850.645.9530 to have the forms emailed or faxed to you.

Q. What are the annual requirements and deadlines for Seminole Clubs®?

A. During the course of the fiscal year Seminole Clubs® are required to host one athletic event, one academic event, and participate in Seminole Service Day. Clubs must also complete the planning calendar, executive summary and officer slate forms by July 8 (all forms can be found at on the Club Leader Resource web page under the “Marketing” tab). Additionally all Seminole Clubs® are required to submit financial reports twice annually (January 15 & July 8).

Q. How do I send out an email to all alumni in my area?

A. The FSU Alumni Association is able to assist Seminole Clubs® with email marketing and promotion of club events that adhere to university policies. All marketing request forms can be found on the [Resources for Seminole Club Leader web page](#) under the “marketing” tab. Event details must be final before the request form is submitted. Forms must be submitted **at least 30 days in advance** of your event or deadline. Contact Jessica Tanca at jtanca@fsu.edu or 850.645.0213 with any questions you may have.

The FSU Alumni Association will provide four special event eBlasts for each Seminole Club® on an annual basis. Due to the volume of requests we receive throughout the year, there may be periods when we are not able to fulfill all marketing requests. Alumni Association staff will contact you via email to confirm the marketing plan for your event(s).

Q. Can the FSU Alumni Association provide me with contact information of alumni in my area?

A. The FSU Alumni Association can provide the club with a list of alumni and Seminole Boosters in your area. However we are unable to provide clubs the email addresses for local alumni. Clubs and chapters are encouraged to collect constituent data at events to be used by the club/chapter in the future. Clubs and chapters can also request emails to be sent out by the FSU Alumni Association on their behalf (see previous question).

Q. What should I do with constituent data?

A. Any constituent data (phone number, email address, etc.) collected at a club event should be copied and emailed to Michael McFadden at momfadden@fsu.edu.

Q. What are some examples of successful fundraisers that other clubs & chapters have organized?

A. The best fundraisers are those events that are tailored to your local community. Alumni in different cities and communities have their own personality and clubs should take this into account when planning fundraisers. Please contact your alumni staff member with any questions.

Q. What types of events should our group consider hosting?

A. You know your community best and what events will appeal most to your alumni. Activities and programming ideas can be found in the Seminole Club® handbook. Event timeline and tips can also be found in the handbook. Keep in mind that a few really well done events throughout the year are better than frequent yet poorly planned events.

Remember, in order to be in compliance with Seminole Club® general requirements your club must hold one athletic event, one academic event and participate in Seminole Service Day.

Q. Who do I contact with event insurance questions?

A When working on an event with insurance needs contact Wendy Roth at wroth@holmesmurphy.com. Wendy is the liaison for the FSU Alumni Association at Holmes Murphy

& Associates.; she will help club leaders with all insurance needs. When emailing Melissa, please copy David Overstreet at doverstreet@fsu.edu and your Seminole Club® staff member on all communications.

Q. What is Leadership Conference all about?

A. Leadership Conference is a way to bring club leaders together from across the country so they can interact and share ideas, as well as receive training and updates from the FSU Alumni Association. It's also a great time for the FSU Alumni Association to hear from our volunteers. Leadership Conference is designed to benefit both the leaders and the FSU Alumni Association, to strengthen the entire Seminole Club® network.

Q. Are Seminole Clubs® & chapters allowed to charge local membership dues?

A. Local clubs and chapters are not permitted to charge membership dues.

All FSU alumni, fans, and friends are encouraged to join the FSU Alumni Association. Being a member of the FSU Alumni Association automatically grants members access to the network of Seminole Clubs®.

Q. When is the club stipend check disbursed*?

A. Club stipends cannot be disbursed until **ALL** required events, reports and financial statements are complete. Once the FSU Foundation accepts the final copy of club financials, the stipend check will be disbursed. This will generally occur at the end of July or beginning of August.

*Only clubs in good standing receive stipends, chapters do not receive funding.

Q. When will the club goodie boxes and football posters be sent out?

A. Club goodies boxes will be mailed out at the end of July. Items in the box are to be used as promotional items at the clubs' discretion.

Generally in late July, the FSU Alumni Association receives football posters from the Seminole Boosters. Once we receive the posters we will ship them to club leaders. **Date and quantity of posters received by clubs will fluctuate annually.**

Q. Can we get any autographed sports memorabilia to auction for a fundraiser?

A. Due to high demand, there is a very strict limit of three items. If items are being signed by Coach Fisher to be used as a door prize it **MUST** go through the compliance office first.

The memorabilia office is open from September 1 through the middle of November. The office will reopen the day after National Signing Day through May 31.

If you mail your items directly to the memorabilia office you must include a return label as well as postage!

Contact Dia Combas at dcomebas@fsu.edu or 850.645.9530 with questions about FSU's memorabilia policies or to obtain the Charitable Donation form.