



## Joint Activities Guide

Updated January 2026

### What is a Joint Activity?

A joint activity happens when two or more chapters or youth service clubs meet on the same day, at the same time, and in the same place.

### Why Joint Activities Matter

Modern Woodmen values joint activities because they bring people together, build stronger community connections, and expand the impact of our mission.

While chapters and youth clubs should still host some events on their own, joint activities can be a great way to collaborate. When planning one, leaders need to follow the guidelines below to keep everything documented and fair.

### How to Hold a Joint Activity

1. **Submit an activity request** - Each chapter or youth service club must submit its own request form at least 7 days before the event.
2. **Submit an activity report** - Each group completes and submits its own report form after the event.
  - **Shared receipts**
    - If one receipt covers expenses for multiple groups, note how costs were split. Write the breakdown on the receipt or on a separate sheet of paper and attach it to the report.
  - **Matching fund activities**
    - If the event includes a matching fund, report separate amounts raised for each group.
    - If using one declaration form, list all participating chapters and youth clubs.
  - **Attendance tracking**
    - Record attendance separately for each group in Fraternal Connect.
    - Don't list all attendees on every report, please divide them by group to avoid duplicates.