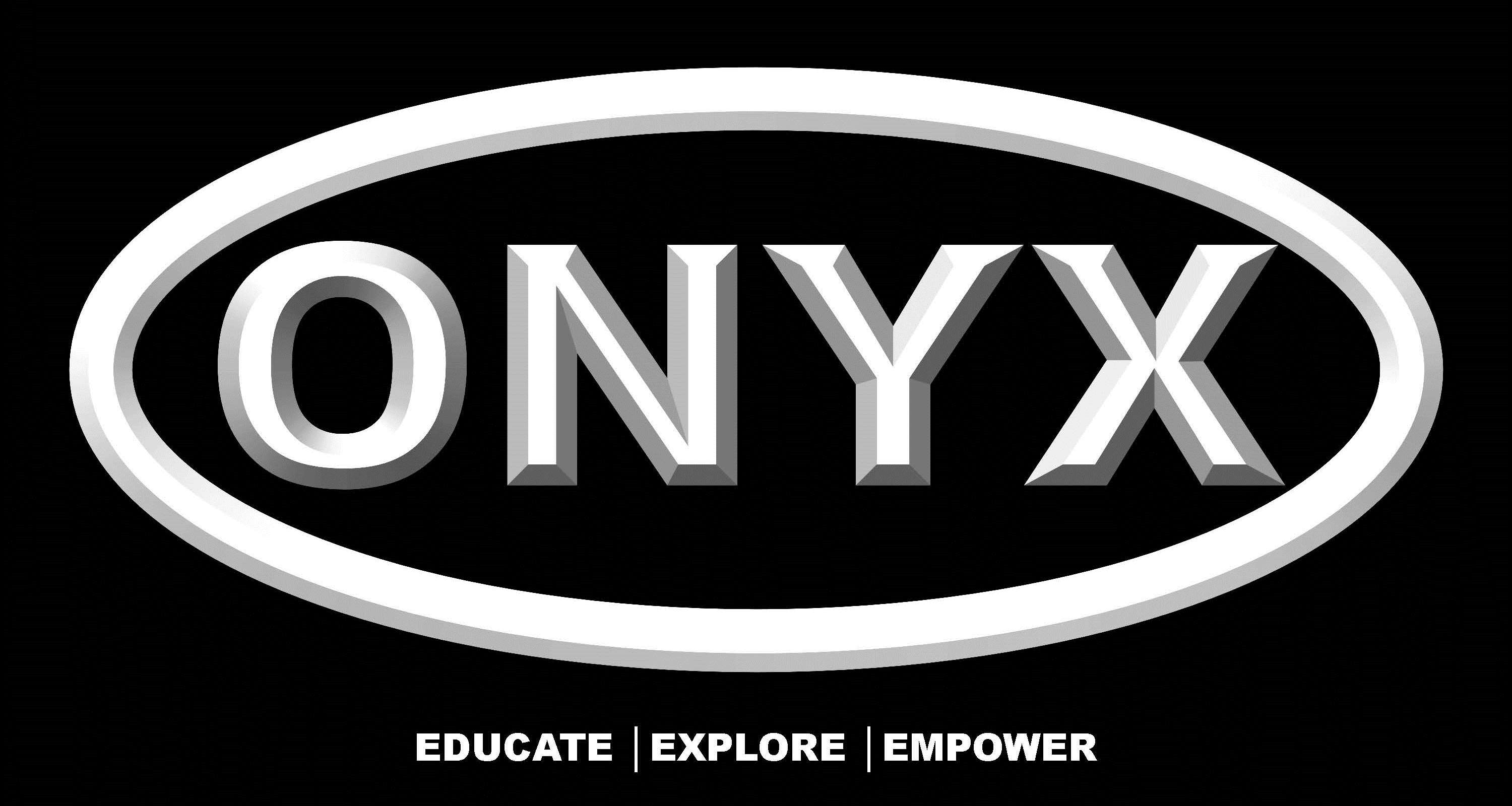
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CIF Ratification Proposal

**CIF Name**

**Prepared by**

List of members in the CIF that prepared the document. First name listed is the POC

Version *1.1*

Date *mm/dd/yyyy*

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DOCUMENT Change Log

| **#** | **Description** | **Date** | **Updated By** |
| --- | --- | --- | --- |
| **1** | Version 1.0 | 2024 | Pap ONYX |
| **2** | Version 1.1. Formalized the content with review by Sphinx ONYX and Daddy Rod ONYX. | 8/27/2025 | Pap ONYX |
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**Instructions for Completing This Document**

1. This document uses an auto-generated Table of Contents. Preserve this feature. To update the table of contents, highlight the table and right click to be prompted to update the entire table.
2. Do not change the titles or order of the table of contents. The document should be well formatted and easy to read.
3. Ensure your responses fully address and meet the requirements defined in the ONC (ONYX National Council) Chapter In Formation policy document.
4. Responses must be accurate, current and sufficiently detailed. Use of bullets and tables to better organize the information presented is encouraged where applicable.
5. Statements made in your proposal should also provide the necessary documentation that substantiates the statement. Examples:

* When stating your proposed territory, embed a copy of an email from the Board of the existing “owning” chapter stating they have agreed to relinquish ownership of the portion of the territory the CIF is referencing.
* Substantiate your financial status by embedding a screenshot of the current bank statement for your CIF.
* For CIF events or events supported by the CIF, if you provide photos showing participation of the CIF include a caption explaining the photo and listing the CIF participants shown in the image(s).

1. If you have questions regarding the CIF process and the required deliverables, work through your assigned ONC mentor. Your mentor can easily reach back to the ONC for any clarifications.
2. Your mentor should review this document (and any previous drafts) before it is submitted to the ONC.
3. Your final document version should be submitted in PDF format.

**The CIF must submit their final PDF version of the ratification proposal to the ONC a least sixty (60) calendar days prior to the next ONC meeting. Proposals should be submitted to** [**secretary@onyxmen.com**](mailto:secretary@onyxmen.com?subject=CIF%20Ratification%20Proposal)

# COVER LETTER

Enter information here. The cover letter provides an executive summary of the key points and accomplishments outlined in the proposal. Think of your cover letter as a two (2) minute elevator speech that justifies why the ONC should ratify the CIF. The cover letter should be concise and not exceed two (2) pages.

# LETTER OF SUPPORT

Enter information here. Include a copy of the original, signed letter of support from the Board of any existing chapters potentially affected by the creation of this new chapter. A letter of support is required at the start of the CIF process and must be submitted by the Board of any existing chapter(s) potentially affected by the creation of a new chapter.

# ONC MENTOR

Enter the name(s) of the ONC as well as any other ONYX member(s) that served as the mentor(s) for the CIF. Briefly describe how the mentor(s) participated throughout the entire CIF process.

# CHAPTER NAME

Provide the full name of the proposed chapter, including the acronym that you plan to use. Example: ONYX Deep South (ONYXDS). If needed, explain why you choose this name.

# TERRITORY

## Overall Territory

Enter information here. Information that should be provided includes but is not limited to:

* Primary territory.
* Plans to support the territory, particularly factoring in the geographical range.
* Membership recruiting and growth plans.
* Any potential plans and justification for expansion beyond the primary territory.
* Other relevant information.

## Population Assessment

Enter information here. The proposed region / territory should be characterized by a people of color population of at least 20%. The proposal must include detailed information regarding how the population supports the ability of a potential chapter to continue to grow and thrive. Requests for exceptions to the 20% minimum must also contain a detailed membership growth plan.

# MEMBERSHIP

## Membership List

Enter information here. Information that should be provided for individuals who are active in the CIF and includes but is not limited to:

* Full Brothers of an ONYX chapter.
* Associates of an ONYX chapter.
* Committed individuals planning to pledge as a full brother post ratification.
* Committed individuals planning to pledge as an associate post ratification.

The following types of information should be provided for the potential membership:

* Government name.
* Proposed type of member (Full Brother=FB, Associate=A).
* Current residence location (city, state).
* Current ONYX chapter.
* Current ONYX member type (Full Brother=FB, Alumni=AL, Associate=A).
* ONYX name.
* Year crossed into ONYX (YYYY)
* Years involved in the leather / kink community.
* Age

Much of this information can be presented in multiple table formats (edit / format as needed). Samples provided below:

| **#** | **Name** | **Type** | **Related ONYX Information** | | | | **Yrs Kink** | **Location**  **(City/State)** | **Age** |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Chapter | Type | Name | Yr |
| 1 |  |  |  |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |  |  |  |
| 3 |  |  |  |  |  |  |  |  |  |
| 4 |  |  |  |  |  |  |  |  |  |

| **#** | **Name** | **Type** | **Yrs Kink** | **Location**  **(City/State)** | **Age** | **Other Relevant Information** |
| --- | --- | --- | --- | --- | --- | --- |
| 1 |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |
| 3 |  |  |  |  |  |  |
| 4 |  |  |  |  |  |  |

## Disclosures

Enter information here. Information that should be provided includes but is not limited to:

* A statement affirming each member listed from an existing ONYX chapter is in good standing, including the source of that information.
* Identification of any proposed ONYX members that are not in good standing. Provide explanation.
* Any members proposed as a Full Brother of the CIF that hold the equivalent status in another similar leather / kink organization, indicating a potential conflict of interest. Provide explanation.
* Other disclosures as needed to provide full transparency.

## Member Biographies

Enter information here.

# EXECUTIVE BOARD

Enter information here. A simple table format is provided as an example. A member of the CIF must meet the requirements of the position as defined in the unified chapter bylaws. Additionally, a member may occupy only one position.

|  |  |  |  |
| --- | --- | --- | --- |
| **#** | **Position** | **Name** | **Related Experience** |
| 1 | President |  |  |
| 2 | Vice President |  |  |
| 3 | Treasurer |  |  |
| 4 | Pledge Master |  |  |
| 5 | Road Captain |  |  |
| 6 | Secretary |  |  |

# MEETING LOCATIONS

## Home Bar

Enter information here. Information that should be provided includes but is not limited to:

* Bar name and address.
* Explanation of why this establishment was selected.
* Explanation of the current relationship with the establishment.
* Other relevant information.

## Meetings

Enter information here. Information that should be provided includes but is not limited to:

* Meeting location.
* In-person vs. virtual meeting plans.

# CHAPTER BYLAWS

## Commitment to Follow Unified Bylaws

Enter statement of commitment here.

A copy of the CIF Chapter Bylaws should be provided as a separate document.

## Summary of Changes to Tailorable Sections

Enter information here, detailing the changes made to the unified chapter bylaws as set form in Section 1.7 of the Unified Chapter Bylaws.

# CHAPTER ONYX CODE

Enter statement of commitment here.

A copy of the CIF ONYX Code should be provided as a separate document.

# PLEDGE PROCESS

## Pledge Process Summary

Enter information here. Information that should be provided includes but is not limited to:

* Summary of the application and interview processes.
* Overview of the pledge process and materials you will be using.
* Plans for upcoming application cycles and pledge lines post ratification.
* Other relevant information.

## Pledge Process Details

Enter information here. Information that should be provided includes but is not limited to:

* Pledge process for brothers and associates.
* Pledge process requirements.
* Pledge process timeline.
* Pledge cost breakdown.
* Other relevant information.

## Commitments

Enter information here. Identify all non-ONYX members that have committed to going through the previously described pledge process post ratification.

## Materials & Uniform

Enter information here. Information that should be provided includes but is not limited to outlining the materials that will be used during the pledge process as well as pledge uniform requirements (in keeping with the unified chapter bylaws).

# MEETING AND EVENT HISTORY

## Meeting History

Enter information here. Provide a summary list by date of all business meetings (date, location, duration, etc.), including a list of CIF attendees in attendance.

## Event History

Enter information here. Information that should be provided includes but is not limited to:

* A summary list by date of all bar nights (date, location, duration, etc.), including a list of CIF attendees in attendance and approximate count of external attendees / patrons.
* A summary list by date of all fundraisers (purpose, date, location, duration, etc.), including a list of CIF attendees in attendance and approximate count of external attendees / patrons.
* A summary list by date of all education events (type of education, date, location, duration, etc.), including a list of CIF attendees in attendance and approximate count of external attendees / patrons.
* A summary list by date of all community service (type of community service, date, location, duration, etc.), including a list of CIF attendees.
* Other relevant information.

# BUSINESS STATUS

Enter information here. Explanation of the CIF plan to form a Business Entity and obtain an EIN.

## Business Type

Enter information here. Information that should be provided includes but is not limited to:

* Physical address of the business entity.
* Type of business entity (actual or planned), e.g. Corporation, LLC, etc.
* EIN and business entity name of record.
* Other relevant information.

## Financial

Enter information here. 11. Throughout the Formation Phase the CIF is responsible for handling its own finances. At the time of ratification the CIF must demonstrate a minimum balance of $1,000.00 in its treasury.

Information that should be provided includes but is not limited to:

* Banking information (Bank name, type of account, balance, etc.).
* Explanation of the existing funds, detailing the source of the funds and dollar breakouts (dues, bar nights, grants, fundraisers, expenses, etc.).
* Any plans underway to ensure the financial stability of the CIF post ratification.

# SOCIAL MEDIA PRESENCE

Enter information here. CIF social media presence (Facebook, Twitter, Instagram, TikTok, and Website) may be used as needed. Typically, during the Formation Phase the CIF will utilize Facebook, Twitter and Instagram. Specific references / links to the social media should be provided, as well as information about the number of “followers”.

# EXTERNAL RELATIONSHIPS

## LGBTQIA+ Organizations

Enter information here regarding any special relationships developed or work completed with other LGBTQIA+ organizations.

## Community Organizations

Enter information here regarding any special relationships developed or work completed with other community organizations.

## Partnerships / Corporate Support

Enter information here regarding any formal partnerships or corporate type support setup through the CIF.

# OTHER RELEVANT INFORMATION

Enter information here. Provide any other information the CIF believes will have a direct bearing on the ratification process.

# APPENDICES

## Appendix A - Business Meeting Minutes

Enter a copy of the CIF business meeting minutes for each meeting that occurred throughout the CIF process.

**Business Meeting Minutes MM-DD-YYYY**

xxx

**Business Meeting Minutes MM-DD-YYYY**

xxx

**Business Meeting Minutes MM-DD-YYYY**

xxx

## Appendix B – Bar Night Details

Enter information here. Indicate if the CIF was the host, co-host, or an attendee of another organizations’ bar night. Provide a high bulleted summary describing the bar night (location, purpose, theme, CIF attendees, external attendees / patrons, and special activities that occurred if any. Include a summary of revenue (before expenses), income (after expenses) and a summary of expenses.

**Bar Night MM-DD-YYYY**

xxx

**Bar Night MM-DD-YYYY**

xxx

**Bar Night MM-DD-YYYY**

xxx

## Appendix C – Fundraiser Details

Enter information here. Indicate if the CIF was the host, co-host, or an attendee of another organizations’ event. Provide a high bulleted summary describing the fundraiser (location, purpose, theme, CIF attendees, external attendees / patrons, and special activities that occurred if any. Include a summary of revenue (before expenses), income (after expenses) and a summary of expenses.

**Fundraiser MM-DD-YYYY**

xxx

**Fundraiser MM-DD-YYYY**

xxx

**Fundraiser MM-DD-YYYY**

xxx

## Appendix D – Education Details

Enter information here. Indicate if the CIF was the host, co-host, or an attendee of another organizations’ event. Provide a high bulleted summary describing the fundraiser (location, purpose, type of education performed by the CIF, theme, CIF attendees, external attendees / patrons, and special activities that occurred if any. Include a summary of revenue (before expenses), income (after expenses) and a summary of expenses.

**Education Event MM-DD-YYYY**

xxx

**Education Event MM-DD-YYYY**

xxx

**Education Event MM-DD-YYYY**

xxx

## Appendix E – Community Service Details

Enter information here. Indicate if the CIF was the host, co-host, or an attendee of another organizations’ event. Provide a high bulleted summary describing the community service (location, purpose, type of community service by the CIF, CIF attendees, external attendees / patrons, and special activities that occurred if any. Include a summary of revenue (before expenses), income (after expenses) and a summary of expenses.

**Community Service MM-DD-YYYY**

xxx

**Community Service MM-DD-YYYY**

xxx

**Community Service MM-DD-YYYY**

xxx