



ONYX NATIONAL COUNCIL POLICY STATEMENT

Blackout Host Awarding Procedure

Prepared by
ONYX National Council

*Version 1.0
Date TBD*

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BYLAWS CHANGE LOG

#	Description	Date	Updated By
1	Initial Draft Version. Prepared by Volt ONYX.	11/14/2025	Volt
2	Reviewed by ONC Leadership	1/20/2026	ONC Officers
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1 Overview

1.1 Purpose

To establish a consistent and transparent process for selecting, preparing, and executing ONYX BLACKOUT — the bi-annual anniversary gathering of ONYX — ensuring excellence, financial integrity, and alignment with Onyx values and standards.

1.2 Event Description

ONYX BLACKOUT is the bi-annual anniversary gathering of ONYX, celebrating brotherhood, community leadership, and cultural legacy. This document defines the process for selecting a Host Chapter, outlining governance, financial, and operational procedures to ensure accountability, excellence, and alignment with ONYX standards.

1.2.1 Frequency

Frequency: Every other year (bi-annual) or every 3 years (tri-annual), per the table below.

Blackout 32	2027
Blackout 35	2030
Blackout 37	2032
Blackout 40	2035
Blackout 42	2037
Blackout 45	2040
Blackout 47	2042
Blackout 50	2045
Blackout 52	2047
Blackout 55	2050

1.2.2 Ownership

ALL BLACKOUT branding and materials become property of ONYX National Council (ONC), retained for the national archives and may be utilized in subsequent communications.

1.2.3 Execution

A selected ONYX chapter serves as the Host Chapter, responsible for planning and delivering the event under oversight of the ONC Vice Chair .

1.2.4 Goals

Celebrate brotherhood, showcase community leadership, provide education and networking, and strengthen inter-chapter connections.

2 AWARDING PROCESS

ONYX National Council (ONC) issues a Call for Proposals 18–24 months before the next BLACKOUT. Eligible chapters in good standing may submit applications. The Call will provide requirements, deadlines, budget template, lessons learned from prior BLACKOUT(s) and hosting expectations.

2.1 Call for Proposals

- a. ONC issues a Call for Proposals 18–24 months prior to the next BLACKOUT.
- b. Chapters in good standing (compliant with chapter taxes, reporting, and not under disciplinary review) are eligible to apply.
- c. Call includes submission requirements, evaluation criteria, deadlines, and hosting agreement.

2.2 Proposal Submission Requirements

Each chapter's proposal must include:

- a. Host Chapter Information: name, leadership contact, designated event co-chairs.
- b. Proposed City & Venue Concept: accessibility, hotel capacity, transportation, regional appeal.
- c. Proposed Dates: within the designated year window.
- d. Event Concept: theme, signature programming, vision for celebration, anticipated number of attendees.
- e. Program Framework
 - Core ONYX BLACKOUT components (education, community, recognition, celebration).
 - Social and networking activities.
 - Plans for inclusion, accessibility, and safety.
- f. Preliminary Budget / Financial Outline: projected revenues, expenses, registration tiers, contingency reserve, and break-even analysis (see Section 5).
- g. Timeline of Milestones: key dates from selection through post-event reporting.
- h. Marketing & Communications Plan: initial outreach, proposed micro-site, save-the-date strategy, sponsorship approach.
- i. Commitment to ONC Oversight: acknowledgment of ONC's financial and compliance requirements and the role of the ONC Vice Chair as liaison.

2.3 Evaluation & Selection

The ONC evaluates proposals based on:

- Financial feasibility and planning quality
- Chapter operational capacity
- Venue readiness and accessibility
- Program alignment with ONYX mission and legacy
- Communication and sponsorship plan quality
- Overall member experience potential

The selected chapter is notified formally and enters into a Hosting Agreement with ONC.

Evaluation will follow the ONC voting process defined in the ONC bylaws.

**If no proposals are received or submissions fail to meet evaluation standards, the ONC may reissue the Call for Proposals or convene a National Planning Committee to plan Blackout.*

3 HOSTING AGREEMENT & STRUCTURE

A Hosting Agreement outlines deliverables, oversight expectations, and compliance measures. An ONC Liaison will be assigned to the Host Chapter's BLACKOUT Committee for oversight and bilateral communication.

3.1 Governance

- A written Hosting Agreement outlines shared responsibilities, deliverables, and compliance expectations.
- The ONC Vice Chair is appointed to the Host Chapter's Blackout Committee to maintain bilateral communication, provide oversight, and ensure compliance with ONC policy.
- Unresolved disputes will be reviewed by the ONC for final determination.

3.2 Host Chapter Structure

The Host Chapter must form a BLACKOUT Planning Committee with defined subcommittees:

Committee	Focus
Executive/Steering	Overall leadership, coordination, and decision-making
Finance & Sponsorship	Budget management, contracts, sponsors, fundraising
Program & Education	
Social & Events	Receptions, bar crawl, awards banquet, entertainment
Marketing & Registration	Website, communications, social media, ticketing
Logistics & Hospitality	Venue, hotel, transportation, accessibility, volunteer management
Compliance & Safety	Risk management, code of conduct, accessibility standards

4 TIMELINE FRAMEWORK

Timeframe	Milestones
T-24 months	ONC issues Call for Proposals
T-20 months	Host Chapter selected; Hosting Agreement signed
T-18 months	Host Committee formed; ONC Liaison assigned; budget baseline submitted
T-15 months	Venue and hotel contracts secured; event theme finalized
T-12 months	Marketing launch, sponsorship outreach, early-bird registration opens
T-9 months	Program draft, confirmed facilitators and entertainment
T-6 months	Logistics finalized, volunteer recruitment complete
T-3 months	Registration closes, final financial review with ONC
Event Week	Execution of full event; daily financial reconciliation and liaison check-ins
+30 days	Preliminary report + summary to ONC
+60 days	Final audited financial statement submitted to ONC; lessons-learned session

5 FINANCIAL REQUIREMENTS

Each proposal must include a detailed financial outline covering projected revenues, expenses, registration tiers, contingency reserves, and risk planning. Quarterly (and later monthly) financial reports must be submitted to the ONC Liaison. A final audited statement is required within 60 days post-event.

5.1 Proposal Stage – Financial Outline

A detailed Financial Outline must accompany the proposal, including:

- Projected revenues (e.g., registration fees, sponsorships, vendor fees)
- Estimated expenses (e.g., venue, food, A/V, entertainment, marketing, insurance, transportation)
- Contingency reserve (10–15 %)
- Cash-flow timeline and payment schedule
- Registration pricing tiers and expected attendance
- Risk and cancellation plan

5.2 Financial Oversight During Planning

- Host Chapter must maintain transparent records in a chapter account with at least two signatories.
- The ONC Liaison receives quarterly (then monthly) financial updates.
- Any ONC advance funds must be tracked separately and reconciled post-event.
- Expense approvals exceeding thresholds require liaison review.

5.3 Post-Event Reporting

- A final, full financial statement (actual vs. budget) must be submitted to ONC within 60 days.
- Report must include income sources, expenses, variances, and account balances.
- Any surplus or deficit is addressed per Hosting Agreement (e.g., reserve return or shared allocation).

6 PROGRAM & EVENT COMPONENTS

ONYX BLACKOUT must include ONYX University, and the General Meeting. Other core programming elements, such as awards and social events may be included. Anniversary cycles should include commemorative elements, historical exhibits, and legacy reflections.

6.1 Core Components

- ONYX University: educational sessions highlighting leather, kink, and community topics.
- General Meeting / Council Session: official business and governance updates.
- Awards & Recognition: honoring ONYX members, chapters, or community partners.
- Social Events: receptions, bar crawl, themed gatherings, and networking mixers.
- Community & Legacy Elements: photo archives, storytelling, and reflections on ONYX history.

6.2 Milestone Anniversary Enhancements

For anniversary years (every other BLACKOUT cycle), include:

- A unifying theme and commemorative materials (program book, memorabilia).

- Historical displays and archival exhibits.
- Keynote or legacy speaker series.
- Multimedia presentation celebrating the evolution of ONYX.
- Visual branding consistent with national standards.

7 LOGISTICS & OPERATIONS

Host Chapters must ensure venue accessibility, insurance coverage, risk management, and compliance with ONC brand and conduct policies.

- Secure hotel + venue with accessibility compliance.
- Create centralized registration system with clear refund policies.
- Offer guidance for travel, parking, and local transportation.
- Implement risk-management plan (insurance, contracts, emergency procedures).
- Ensure inclusivity in space usage, signage, and program design.
- Conduct volunteer orientation on safety, accessibility, and customer service.

8 MARKETING & COMMUNICATION

- Develop a unified event brand (theme, logo, color palette, tagline) compliant with Onyx branding.
- Launch save-the-date → announcement → registration → countdown campaign.
- Create an event microsite or dedicated page under ONYX's national site.
- Send regular email updates to ONC, chapters and full members.
- Engage sponsors and partners for visibility opportunities.
- Capture photo and video content for archival and future promotion.

9 POST-EVENT RESPONSIBILITIES

Within 60 days of event completion, the Host Chapter must submit final financials, an event evaluation, attendance data, and digital archives to ONC. A debrief session will capture lessons learned for future hosts.

- Submit full financial statement and post-event evaluation to ONC within 60 days.
- Provide attendance and satisfaction summary, highlighting lessons learned.
- Deliver digital archive (program book, photos, marketing materials) to ONC.
- Send formal thank-yous to sponsors, vendors, and participants.
- Participate in ONC's debrief session to inform future host cycles.

10 COMPLIANCE & ACCOUNTABILITY

- Host Chapter must adhere to ONC financial policies, branding standards, and event code of conduct.
- ONC reserves the right to audit records or intervene if fiduciary or ethical concerns arise.
- Repeated or serious non-compliance may impact ONC planning takeover, future hosting eligibility or discontinuation of funding support.

11 SUCCESS INDICATORS

Success indicators include financial transparency, strong attendance, consistent branding, inclusive programming, and timely reporting. Non-compliance may affect future hosting eligibility.

A successful ONYX BLACKOUT demonstrates:

ONYX NATIONAL COUNCIL BLACKOUT AWARDING PROCEDURE

- Financial transparency and fiscal responsibility
- Strong attendance and engagement from ONYX membership
- Consistent branding and messaging across communications
- Inclusion, accessibility, and safe environment for all attendees
- Meaningful celebration of ONYX history and continued service
- Comprehensive post-event reporting and institutional knowledge transfer