

# ESTHER FUNDS FOUNDATION

EVERY FUTURE FULFILLED

## PRETTY GIRLS WHO SERVE AT

### Chapter Bylaws

*An Official Chapter of the Esther Funds Foundation*

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**Chapter Name:**

**Program:** Pretty Girls Who Serve — a sisterhood program of the Esther Funds Foundation

**College / University:**

**Date Adopted:**

**Academic Year:**

**Chapter President:**

**Campus Advisor:**

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*This is the official governing document of this EFF collegiate chapter.  
It is subordinate to and fully bound by the EFF 2026 National Bylaws.  
In any conflict between this document and national bylaws, NATIONAL GOVERNS.*

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## PREAMBLE

### Foundational Statement & National Subordination

We, the members of Pretty Girls Who Serve at  in , hereby establish this Chapter of the Esther Funds Foundation (EFF), a Christ-centered nonprofit organization committed to preventing college dropouts and ensuring that every student has the support, resources, and community they need to succeed. We adopt these Bylaws as the governing document of our chapter, in accordance with and fully subordinate to the 2026 National Bylaws of the Esther Funds Foundation and all national policies, standards, and directives issued by EFF National Headquarters.

This chapter exists to carry forward the mission of the Esther Funds Foundation: "Every Future Fulfilled." We are an extension of a national nonprofit organization — not an independent entity. Our authority to operate under the EFF name and brand is granted by, and contingent upon, our compliance with all national standards, bylaws, and directives.

### ★ NATIONAL SUPREMACY CLAUSE — MANDATORY & NON-WAIVABLE

This chapter is bound by and subordinate to the EFF 2026 National Bylaws in all matters of governance, conduct, finance, membership, programming, and operations. In the event of any conflict, ambiguity, or inconsistency between this chapter's bylaws or local practices the EFF 2026 National Bylaws shall govern without exception. This chapter may not adopt any policy, practice, or provision that contradicts, diminishes, circumvents, or supersedes any provision of the National Bylaws. The National Code of Conduct, accountability standards, financial controls, and removal authority established by Nationals are binding upon all members, officers, and advisors of this chapter.

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## ARTICLE I — Name & Affiliation

### Section 1 — Official Chapter Name

The name of this organization shall be Pretty Girls Who Serve at . The Chapter's full official name is: Pretty Girls Who Serve at  (as registered with EFF Nationals).

### Section 2 — National Affiliation

This Chapter is an officially chartered collegiate chapter of the Esther Funds Foundation (EFF), a Christ-centered nonprofit organization headquartered in Tallahassee, Florida. The Chapter

operates under, and is fully subject to, the authority and governance of EFF National Headquarters, the Executive Director, and the National Board of Directors.

### Section 3 — Host Institution

This Chapter is established at and affiliated with   The Chapter operates in accordance with applicable university regulations in addition to national PGWS standards. While the university policy and PGWS national policy differ, the stricter standard shall apply.

### Section 4 — No Independent Legal Status

This Chapter is not a separate legal entity. It functions as an extension of the Esther Funds Foundation and may not: enter into contracts independently; open financial accounts outside of university-approved systems without national approval; apply for grants or 501(c)(3) status independently; or act in any capacity that implies independence from the national organization.

### Section 5 — EFF Contact Information

EFF National Headquarters: [info@estherfundsfoundation.org](mailto:info@estherfundsfoundation.org) | [www.estherfundsfoundation.org](http://www.estherfundsfoundation.org)

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## ARTICLE II — Mission & Purpose

### Section 1 — National Mission

The Esther Funds Foundation exists to prevent college dropout and increase graduation rates, particularly among underrepresented, low-income, and first-generation college students, by providing support, advocacy, emergency assistance, faith-based community, and leadership development. National mission tagline: "Every Future Fulfilled."

### Section 2 — Chapter Purpose Statement

The Pretty Girls Who Serve chapter at  exists to build a Christ-centered sisterhood that helps women discover their worth and beauty in Christ, grow in their faith, and serve their campus and community — consistent with the EFF mission, Every Future Fulfilled.

### Section 3 — Core Values

This Chapter affirms EFF core values: Christ-Centered Leadership; integrity, accountability, community, and belonging; Bold Faith in Action; and Excellence and Purpose.

### Section 4 — Faith Identity

The Esther Funds Foundation is a Christian nonprofit ministry. Faith is not optional but foundational. All chapter programming, leadership conduct, and community engagement shall reflect a commitment to the teachings of Jesus Christ.

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## ARTICLE III — Membership

### Section 1 — Open Membership & National Membership Is Free

National membership into PGWS is \$20. Membership is open to all currently enrolled students at  who affirm the PGWS mission and values, complete the membership intake process, and sign the PGWS Membership Agreement and Code of Conduct Acknowledgement Form.

### Section 2 — Local Chapter Dues

This chapter does collect local chapter dues. Local dues shall be \$20 per semester, which does not exceed the national maximum of \$30.00 per semester. Dues collection requires prior written approval.

Membership intake shall remain open during the period established by the chapter and approved by PGWS National Leadership. Prospective members must complete all membership requirements and pay the required national dues by the published deadline. After the deadline, membership intake may remain closed until the next approved intake period from EFF National Headquarters.

### Section 3 — Membership Eligibility

- Currently enrolled students at
- Complete an official PGWS Interest Meeting and all required Training
- Sign the PGWS Membership Agreement and National Code of Conduct Acknowledgement Form
- Pay all required national and local chapter dues
- Remain in good standing by following the chapter's attendance, participation, conduct, and accountability requirements.

### Section 4 — Active Membership Status

#### ★ MANDATORY NATIONAL STANDARD

Member status is determined by the 15-Point Participation System (see Article VII). Members who earn fifteen (15) or more participation points per semester are classified as Active. Members who fail to earn fifteen (15) points by the end of the semester shall be classified as Inactive. Inactive status may impact leadership eligibility, voting privileges, recognition, and continued participation.

### Section 5 — Zero Tolerance for Hazing

PGWS maintains a zero-tolerance policy for hazing in all forms. PGWS is not a fraternity, sorority, or secret society. Any behavior — intentional or implied — that humiliates,

intimidates, manipulates, or pressures an individual as a condition for inclusion is strictly prohibited.

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## ARTICLE IV — Executive Board & Officer Roles

### Section 1 — Executive Board Composition

The governing body shall be the Executive Board, composed of the following required officer positions. All positions must be filled for good standing. Each officer must complete PGWS National Leadership Training before assuming duties.

#### Officer Roster

| Officer Position                  | Current Officer Name | Chapter Email | Date Assumed |
|-----------------------------------|----------------------|---------------|--------------|
| President                         |                      |               |              |
| Vice President                    |                      |               |              |
| Secretary                         |                      |               |              |
| Treasurer                         |                      |               |              |
| Chaplain                          |                      |               |              |
| Social Media & Content Manager    |                      |               |              |
| Co Social Media & Content Manager |                      |               |              |

#### Officer Duty Descriptions

**President:** Presides over all meetings; primary liaison with EFF National Headquarters; represents the chapter; ensures national compliance; oversees all officer duties; must consult the full Executive Board before any major chapter decision (Art. V); conducts Code of Conduct Seminar each term (Art. XI); may recommend strikes to Parliamentarians but may not issue strikes unilaterally.

**Vice President:** Supports the President; assumes presidential duties in the President's absence; first in succession order; oversees internal chapter coordination; assists in planning and executing chapter events.

**Secretary:** Maintains accurate records of all chapter meetings (minutes, attendance, decisions, action items); sends meeting agendas and notices; manages official chapter correspondence;

maintains the chapter roster; archives all chapter records for transition and national submission.

**Treasurer:** Manages all chapter financial activity per Article X and EFF national financial policy; maintains a transparent, up-to-date ledger; collects and records dues (if applicable); manages the chapter's university-approved account; ensures dual approval on all expenditures; submits financial records and reports to Nationals each semester. NEVER holds chapter funds in any personal account, Venmo, CashApp, Zelle, or personal payment platform.

**Parliamentarian:** Ensures meetings and proceedings follow proper parliamentary procedure and these Bylaws; oversees documentation and compliance with the 15-Point Participation System (Art. VII) and the Executive Board Strike System (Art. VIII); is the authorized officer to document and issue strikes; maintains the Strike Log and all disciplinary records; serves as neutral arbiter during disputes. The Parliamentarian is not subject to presidential override in performing accountability duties.

**Membership Chair:** Oversees membership recruitment, intake, and retention; maintains official sign-in sheets at all chapter events; tracks and maintains accurate participation point records for all members under the 15-Point Participation System (Art. VII); communicates member status to the Parliamentarian and President; coordinates the Esther Experience onboarding process; submits semesterly membership and participation report to National Headquarters.

**Community Service Chair:** Plans, organizes, and leads chapter community service activities; ensures the chapter meets its minimum of 25 community service hours per semester; maintains documentation with official sign-in sheets, project descriptions, and supervisor verification; submits the community service report to National Headquarters at end of each semester.

**Fundraising Chair:** Plans and leads chapter fundraising in accordance with PGWS national fundraising policy; coordinates the chapter's participation in mandatory national fundraisers (including the Double Good Popcorn Fundraiser); submits fundraising request forms for pre-approval before launching any fundraiser; ensures all funds deposited into approved accounts; submits post-fundraiser reports to Nationals within two (2) weeks of completion.

**Social Media & Content Manager :** Creates all flyers, graphics and edits the content for PGWS. All content must be mission-aligned, faith-based, and PGWS related content using only approved PGWS logos, colors, fonts, and templates. No new social media account may be created without prior written approval from National Headquarters.

**Co Social Media & Content Manager:** Records, photographs, and edits content for all PGWS events. All content must be mission-aligned, faith-based, and PGWS related content using only approved PGWS logos, colors, fonts, and templates. No new social media account may be created without prior written approval from National Headquarters.

**Chaplain / Director of Collegiate Ministry:** Ensures faith remains central in all chapter activities; plans and leads at least two (2) Bible studies per semester; opens meetings and events with prayer; coordinates with the EFF National Chaplain or Director of National Ministry; provides spiritual care and support to members; fosters a Christ-centered atmosphere consistent with PGWS's faith identity.

**Historian:** Documents and preserves chapter history through photographs, videos, written records, and digital archives; compiles chapter achievements, milestones, and impact stories; maintains a semesterly photo and narrative archive; ensures records are transferred to incoming officers during leadership transitions.

## Section 2 — Campus Advisor (Required)

Role: A designated faculty or staff member at  serving as the official campus liaison. The Advisor provides guidance and oversight; is notified of all probationary actions and removals under the Strike System (Art. VIII); must be included in at least one official chapter group communication channel; cosigns fundraising approvals and major financial decisions; reviews and approves chapter social media account creation; ensures compliance with both university regulations and PGWS national standards. The Advisor does not hold voting authority but plays a critical oversight role. All Advisor contact information must be submitted to National Headquarters.

- Advisor Name:
- Title/Department:
- Campus Email:
- Phone:

## Section 3 — Officer Eligibility Requirements

- Active enrolled student at
- Cumulative GPA of a 2.5 or higher
- Active status per the 15-Point Participation System
- Completed PGWS National Leadership Training and onboarding before exercising officer authority
- Signed the PGWS Chapter Agreement & Compliance Form

## Section 4 — Officer Terms

Officer terms shall run for one academic year. Officers may serve a maximum of two consecutive terms in the same position if she remains eligible, receives a satisfactory leadership evaluation, and is reelected or reappointed according to chapter procedures. No individual may serve more than two consecutive terms in the same office.

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## ARTICLE V — Decision-Making & Chain of Command

### Section 1 — Chain of Command

1. EFF National Headquarters / Executive Director — Supreme governing authority over all chapters. National directives supersede all chapter-level decisions.
2. Campus Advisor — Must be consulted on major decisions, financial matters, and disciplinary actions.
3. Chapter President — Chief executive; presides over meetings; must consult the Executive Board before making any major decision.
4. Executive Board — Collectively governs chapter operations; major decisions require Board consultation and vote.
5. General Body — All active members; participates in chapter life and votes on applicable matters.

### Section 2 — No Unilateral Action; President Must Consult Executive Board

#### ★ MANDATORY GOVERNANCE STANDARD

The Chapter President must consult the full Executive Board before making any major chapter decision. No unilateral action on major matters is permitted. "Major decisions" include, but are not limited to: entering into any partnership, MOU, or collaboration under the PGWS name; launching or canceling events, fundraisers, or programs; disciplinary actions, removal of members; expenditures above \$50; communications sent on behalf of the chapter to external organizations or campus officials; and any matter that could significantly affect the chapter's standing, finances, or reputation. Decisions made unilaterally in violation of this provision may be reversed by the Executive Board or National Headquarters.

### Section 3 — Voting Procedure

- Quorum: 3 of 5 officers for Executive Board meetings. No vote may be taken without a quorum present.
- Simple Majority Vote: More than half of voting members present are required for most decisions.
- Supermajority Vote (two-thirds): Required for bylaw amendments; removal of a member outside the Strike System.
- Tie-Breaking: The Chapter President casts the deciding vote on tied Executive Board votes.
- Voting Method: Elections shall be by written ballot.
- Recusal: Members with direct conflicts of interest must recuse themselves from related votes.

### Section 4 — General Body Voting

Quorum for General Body meetings requiring a vote: 50% of active members are eligible to vote. Inactive members do not hold voting privileges during the semester in which they hold inactive status.

## Section 5 — Appeals & Escalation to Nationals

Unresolved concerns may be escalated: Chapter President → Chapter Advisor → EFF National Headquarters (info@estherfundsfoundation.org). EFF Nationals reserves the right to review, overturn, or enforce any chapter decision at any time.

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## ARTICLE VI — Meetings

### Section 1 — General Body Meetings

This chapter shall hold General Body Meetings at least once each month during the academic year on dates and at locations approved by the university. The Executive Board shall provide members with reasonable advance notice of each meeting. Meeting dates may be adjusted based on the university calendar, facility availability, holidays, emergencies, or other institutional requirements. Attendance will be tracked by the Secretary using official sign-in sheets.

### Section 2 — Executive Board Meetings

Executive Board Meetings shall be held at least four times per semester,  in the  Attendance is mandatory and subject to the Strike System (Article VIII). The Secretary shall document attendance.

### Section 3 — Special Meetings

Special meetings may be called by the President (or Vice President in President's absence) with at least 24 hour advance notice, except in emergencies.

### Section 4 — National Leadership Calls

All Executive Board members must attend national leadership calls coordinated by EFF National Headquarters each semester. These calls are mandatory. Absence without prior written excuse may result in a strike under Article VIII.

### Section 5 — Documentation Requirements

The Secretary shall distribute meeting minutes within 48 hours of each meeting. Minutes must include: date, time, location, attendance, decisions, action items, and next meeting date. All records shall be archived and available to the Advisor and National Headquarters upon request.

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## ARTICLE VII — Participation & Member Accountability System

*Mandatory National Language Notice: The following reproduces the PGWS National Accountability and Participation Standards as required by PGWS 2026 National Bylaws (Article XII). Per national mandate, this language must be included verbatim in all PGWS chapter bylaws*

*and may not be altered, abridged, or omitted. Failure to implement or enforce this system may result in CND status.*

## Section 1 — National Accountability and Participation Standards

*(Verbatim from PGWS 2026 National Bylaws, Article XII)*

### ★ REPRODUCED VERBATIM — PGWS 2026 NATIONAL BYLAWS, ARTICLE XII

All Esther Funds Foundation (EFF) chapters shall adhere to the National Accountability and Participation Standards established by Esther Funds Foundation Nationals. These standards are mandatory and are effective immediately for all chapters beginning Spring 2026 and beyond.

#### MEMBERSHIP PARTICIPATION AND ACTIVE STATUS

All members of the chapter are required to earn a minimum of fifteen (15) participation points per semester to maintain active membership status. Participation points shall be awarded as follows:

| Activity Type                                         | Points Awarded |
|-------------------------------------------------------|----------------|
| Fundraising participation                             | 3 points       |
| Internal chapter events (e.g., General Body Meetings) | 2 points       |
| External events (e.g., workshops, collaborations)     | 2 points       |
| Community service activities                          | 2 points       |
| Bonding or fellowship events                          | 1 point        |

Points are cumulative throughout the semester and must be documented through official event sign-in sheets. All events must require member sign-in on the day of the event. Failure to notify the Secretary or designated executive board member of an absence within twenty-four (24) hours before or after an event may result in a one-half ( $\frac{1}{2}$ ) point deduction.

Members who do not meet the fifteen (15) point requirement by the end of the semester shall be classified as INACTIVE with the chapter. Inactive status may impact leadership eligibility, voting privileges, recognition, and continued participation as determined by chapter and national policy.

The Secretary shall be responsible for tracking participation points and maintaining accurate records. The Vice President shall oversee documentation and compliance with this system.

## Section 2 — Sign-In Requirement & Point Documentation

The Secretary shall maintain an official participation point ledger for each member. Official sign-in sheets must be circulated and collected at every chapter event. Points shall be logged within 48 hours of each event. The Vice President shall conduct a mid-semester compliance check and a final end-of-semester review.

## Section 3 — Who Tracks Compliance

- Secretary: Tracks participation points; maintains accurate records; compiles semesterly report for submission to Nationals.
  - Vice President: Oversees documentation and compliance; conducts official mid-semester and end-of-semester reviews; coordinates accuracy with Secretary..
  - Chapter Advisor: Notified of participation compliance status and Inactive member classifications.
  - EFF Nationals: Reserves the right to review chapter participation records and compliance at any time and to enforce standards as needed.
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## ARTICLE VIII — Executive Board Accountability & Strike System

*Mandatory National Language Notice: The following reproduces the PGWS National Executive Board Strike System as required by PGWS 2026 National Bylaws (Article XII). Per national mandate, this language must be included verbatim in all PGWS chapter bylaws and may not be altered, abridged, or omitted.*

### Section 1 — Executive Board Strike System

*(Verbatim from PGWS 2026 National Bylaws, Article XII)*

#### ★ REPRODUCED VERBATIM — PGWS 2026 NATIONAL BYLAWS, ARTICLE XII

All Executive Board members are subject to the PGWS National Executive Board Strike System, which is enforced on a per-semester basis. Executive Board positions are leadership commitments requiring consistent attendance, engagement, and fulfillment of responsibilities. Each Executive Board member is permitted one (1) excused absence per semester for a mandatory meeting or event, provided the absence is communicated in advance and approved. Mandatory meetings and events must be scheduled and communicated in advance. Meetings or events scheduled the same day shall not result in a strike.

Executive Board members are permitted a maximum of three (3) strikes per semester. Three (3) strikes shall result in immediate removal from the Executive Board without exception.

## ISSUANCE OF STRIKES

A strike may be issued for: failure to attend a mandatory Executive Board meeting scheduled in advance; failure to attend a mandatory chapter event scheduled in advance; failure to fulfill assigned Executive Board responsibilities; failure to meet deadlines associated with one's role; or repeated lack of responsiveness or engagement. Failure to complete assigned responsibilities shall be considered non-participation.

The Chapter President is authorized to document and issue strikes. The Chapter Advisor shall be notified of all probationary actions and removals. Esther Funds Foundation Nationals reserves the right to review, uphold, or enforce strike decisions at any time.

## STRIKE PROGRESSION AND REMOVAL PROCESS

- First Strike: Official written warning issued to the officer and documented in chapter records.
- Second Strike: Placement on probation. Officer continues in role but is on notice; certain privileges may be suspended.
- Third Strike: Immediate removal from the Executive Board. Upon removal, the Executive Board member shall relinquish all duties, access, and authority effective immediately. The chapter shall initiate the leadership replacement process in accordance with Article XIII and national guidelines.

Removal decisions under this system are final and may not be appealed at the chapter level.

## MANDATORY COMPLIANCE

This National Accountability and Participation Standards section must be included verbatim in all chapter bylaws. Failure to implement or enforce this system may result in the chapter being placed on Chapter Not in Good Standing (CND) by Esther Funds Foundation Nationals.

## **Section 2 — Strike Documentation & Records**

The Chapter President shall maintain a confidential Strike Log documenting: officer name, date and nature of each strike offense, strike number, warning/probation notice issued, and outcome. All strike records shall be stored securely, shared with the Chapter Advisor, and made available to EFF National Headquarters upon request. Strike records shall be included in the chapter's semesterly compliance report.

## **Section 3 — Accountability Structure**

- Chapter President: Primary authority — authorized to document and issue strikes; maintains official Strike Log; ensures due-process documentation.
- Vice President: Assists the Chapter President in reviewing strikes; may provide recommendations regarding strikes. The Vice President may issue strikes only when acting on behalf of the Chapter President in the President's absence.
- Chapter Advisor: Must be notified of all second strikes (probation) and third strikes (removal).
- EFF Nationals: Reserves the right to review, uphold, or enforce strike decisions at any time, and may initiate removal of any chapter leader independently.

## **Section 4 — Vacancy Following Removal**

When an Executive Board member is removed pursuant to the Strike System, the chapter shall notify EFF National Headquarters of the vacancy within 5 business days. The vacancy shall be filled in accordance with Article XIII.

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# **ARTICLE IX — Violations, Grievances & Due Process**

## **Section 1 — Scope**

This Article governs the process when a member, officer, or affiliate violates these Bylaws, the PGWS National Code of Conduct, or any other national or chapter standard. All disciplinary proceedings shall be conducted with fairness, confidentiality, and respect for due process, in accordance with the PGWS 2026 National Bylaws (Articles XVI, XXII) and the National Code of Conduct (Article XXXIX).

## **Section 2 — Reporting a Violation**

- Report privately to the Vice President or Chapter Advisor; If the report involves either of those individuals, it should be submitted to the Chapter President and PGWS National

Leadership. Reports involving the Chapter President should be submitted directly to the Chapter Advisor and PGWS National Leadership

- Submit a formal written complaint to the Chapter President (except when complaint concerns the President — then directly to Advisor and/or EFF Nationals)
- Submit a grievance directly to EFF National Headquarters:  
info@estherfundsfoundation.org.

PGWS prohibits retaliation against any individual who in good faith reports a concern or participates in an investigation. Retaliation is itself a violation of the National Code of Conduct.

### Section 3 — Investigation & Due Process

6. Initial Review: Vice President (with Advisor); unless the complaint involves the Vice President, the Chapter President and Advisor will conduct the initial review complaints within 5 business days..
7. Notice: Respondent notified in writing; opportunity to respond within 7 calendar days.
8. Evidence Collection: Review of documents, records, sign-in sheets, communications, and witness statements. All parties must cooperate truthfully and maintain confidentiality.
9. Findings & Outcome: Written findings and recommended outcome must be issued within 14 calendar days of completing the investigation.
10. National Notification: EFF National Headquarters notified of all formal investigations, findings, and disciplinary outcomes.

### Section 4 — Disciplinary Outcomes

11. No Action — allegation unsubstantiated.
12. Informal Correction — private conversation for minor, first-time issues.
13. Written Warning — formal notice; copied to Advisor and National Headquarters.
14. Probation — leadership/planning privileges suspended; correction plan assigned.
15. Suspension — temporary suspension from all PGWS involvement.
16. Removal — from leadership or membership; all access and authority relinquished immediately.
17. Referral — to campus, Title IX, or legal authorities when applicable.

### Section 5 — Interim Suspension (Emergency)

When conduct poses immediate risk, the Chapter President (in consultation with the Advisor) may impose an interim suspension pending investigation. An interim suspension must be: communicated in writing to the individual; reported to EFF Nationals immediately; and not exceed 14 calendar days without resolution. EFF Nationals may also impose an interim suspension directly and without chapter-level action.

### Section 6 — Member Appeals

Wrongful removal appeals must be submitted within 7 days of receiving written notice, to info@estherfundsfoundation.org. Appeals must include: a respectful statement of disagreement, a factual timeline, and supporting documentation. The National leader's decision is final. Failure to appeal within 7 days forfeits the right to challenge the removal.

## Section 7 — Nationals' Removal Authority (Non-Waivable)

### ★ MANDATORY — REPRODUCED FROM PGWS 2026 NATIONAL BYLAWS, ARTICLE XVI

Esther Funds Foundation Nationals reserves the right to remove any member or Executive Board leader, at any time and for any reason, in accordance with these bylaws and the Code of Conduct. This authority is not subject to chapter-level appeal and is final when exercised by the Executive Director.

Immediate removal without prior notice may be enacted in cases of serious breach of ethics, financial misconduct, legal concerns, or imminent harm to PGWS's integrity. Individuals removed for severe violations may be permanently blacklisted from future PGWS affiliation.

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## ARTICLE X — Financial Accountability & Controls

### Section 1 — Financial Transparency & National Submission

All financial activity must reflect the highest standards of legal compliance, stewardship, ethical fundraising, and transparency. All chapters must submit complete financial records and documents to National Headquarters each semester. Financial records are subject to review at any time by the Executive Director or National Board.

### Section 2 — No Personal Accounts or Payment Apps (Zero Tolerance)

#### ★ ZERO-TOLERANCE FINANCIAL RULE

Chapter funds shall NEVER be held in any personal bank account, personal Venmo, CashApp, Zelle, or any personal payment platform or service. All chapter funds must be maintained in a university-approved agency account or a financial account approved in writing by EFF National Headquarters. Any officer who collects, holds, or distributes PGWS funds through a personal account or unauthorized platform is subject to immediate investigation, potential removal, and legal referral.

### Section 3 — Dues Limitations

National PGWS membership is \$20. Local chapter dues, shall not exceed \$30.00 per semester. This chapter assesses local dues of: \$20 per semester. Dues collection requires prior written approval from National Headquarters.

#### Section 4 — Dual Approval on Spending

No chapter expenditure shall be made without dual approval. The Treasurer must authorize all expenditures, and any expenditure, regardless of amount; requires co-authorization from the Chapter President or Chapter Advisor. All expenditures must be documented with receipts retained for a minimum of one (1) year.

#### Section 5 — No Commingling of Funds

Chapter funds shall never be commingled with personal funds of any officer or member. All income shall be deposited into the approved chapter account within 24 hours of collection.

#### Section 6 — Fundraising Protocol

- Submit a fundraising request form to EFF National Headquarters before launching any fundraiser;
- Provide clear details on purpose, money handling, and proposed expenditure;
- Receive written approval from the Advisor and EFF National Headquarters; and
- Submit a post-fundraiser report to Nationals within two (2) weeks of completion.

Unauthorized fundraising is strictly prohibited and may result in removal and/or legal referral.

#### Section 7 — Semesterly Financial Reporting

The Treasurer must submit complete financial records to National Headquarters each semester: income/expense ledgers, all receipts, fundraising reports, dues records, and account statements. Failure to submit is a compliance violation that may result in CND status.

#### Section 8 — Prohibited Financial Conduct

- Misuse, misappropriation, or personal use of chapter or PGWS funds
- Withholding or concealing financial information from Nationals or the Advisor
- Collecting dues or donations through personal accounts or unapproved platforms
- Signing financial contracts or agreements without national approval
- Conducting fundraisers using the PGWS name without approval
- Housing chapter funds in any personal Venmo, CashApp, Zelle, or similar personal payment service

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### ARTICLE XI — Code of Conduct

#### Section 1 — Adoption of National Code of Conduct

All members and leaders of this chapter must abide by the PGWS National Code of Conduct, established in Article XXXIX of the PGWS 2026 National Bylaws. Compliance is mandatory. The full text is reproduced in Section 3 of this Article.

## Section 2 — Code of Conduct Seminar (Required Each Term)

### ★ MANDATORY SEMINAR — REQUIRED EACH ACADEMIC TERM

The Chapter President shall conduct a Code of Conduct Seminar for the full Executive Board at the beginning of each academic term (fall and spring semester), before the Executive Board conducts any official chapter business for the term. The Secretary shall document the seminar date, attendees, and completion.

#### Code of Conduct Seminar Outline

- 1. Introduction & Purpose:** What is the National Code of Conduct; why it matters; who it applies to.
- 2. Professional & Personal Conduct:** Respectful communication; conflict resolution (Matthew 18 approach); reliability; emotional maturity; appropriate attire; honoring leadership authority.
- 3. Digital Behavior & Social Media:** Posting standards; branding compliance; credentials submission; no internal drama on public platforms.
- 4. Financial Accountability:** No personal accounts; dual approval; prohibited financial conduct; fundraising pre-approval.
- 5. Zero-Tolerance Policies:** Hazing, sexual misconduct, discrimination, bullying, substance use at PGWS events, tampering with national materials, repeated disrespect toward leadership.
- 6. Spiritual Alignment:** PGWS's Christian identity; leadership expectations; prohibited spiritual practices; creating a spiritually safe environment.
- 7. Disciplinary Process:** Warning → probation → removal; national removal authority; appeals process; blacklisting.
- 8. Questions & Acknowledgment:** Open Q&A; distribution and collection of the Executive Board Code of Conduct Sign-Off.

#### Executive Board Code of Conduct Sign-Off — Term: [Fall/Spring YEAR]

By signing below, each Executive Board member confirms attendance at the Code of Conduct Seminar, having read and understood the PGWS National Code of Conduct, and agrees to be bound by it throughout this term.

Seminar Date: \_\_\_\_\_ Conducted by: [President Name] Secretary: [Name]

| Officer Title | Printed Name | Signature | Date |
|---------------|--------------|-----------|------|
|---------------|--------------|-----------|------|

|                                      |  |  |  |
|--------------------------------------|--|--|--|
| President                            |  |  |  |
| Vice President                       |  |  |  |
| Secretary                            |  |  |  |
| Treasurer                            |  |  |  |
| Chaplain                             |  |  |  |
| Social Media &<br>Content Manager    |  |  |  |
| Co Social Media &<br>Content Manager |  |  |  |

### Section 3 — Full PGWS National Code of Conduct

*(Reproduced from Article XXXIX, PGWS 2026 National Bylaws)*

*This Article represents the complete Esther Funds Foundation National Code of Conduct and Chapter Governance Policy. All members — national and collegiate — must abide by this Code.*

*Nationals must also be in full compliance with these standards. This is a legally binding agreement for all collegiate chapters, members, leaders, and advisors.*

**★ PGWS NATIONAL CODE OF CONDUCT — REPRODUCED FROM ARTICLE XXXIX,  
PGWS 2026 NATIONAL BYLAWS**

**SECTION 1 — INTRODUCTION AND PURPOSE**

The Esther Funds Foundation (EFF) is a Christ-centered nonprofit organization that provides support and advocacy for college students, with a particular focus on increasing graduation rates among underrepresented, low-income, and first-generation students. As EFF continues to grow and be implemented across various campuses, it is critical that we maintain a unified, enforceable, and legally sound Code of Conduct that protects the organization, its brand, and the students and advisors who represent it.

This Code of Conduct is applicable to all individuals affiliated with EFF collegiate chapters, including but not limited to: executive board members, general body members, volunteers, ambassadors, royal court members, advisors, campus collaborators, and any student or professional participating in chapter functions.

Compliance is mandatory and foundational to maintaining national recognition as a chapter. Violations of this Code may result in formal warnings, probation, removal from the organization, blacklisting from future affiliation, and when necessary, legal reporting to campus or civil authorities.

**SECTION 2 — AGREEMENT OF PARTICIPATION & LEGAL PROTECTION**

Participation in PGWS is entirely voluntary. However, once an individual has chosen to engage with the organization in any capacity, all words, actions, and decisions made while representing PGWS — online or offline — fall under the jurisdiction of this national policy. By submitting a membership application, accepting an appointed or elected position, joining an PGWS group communication channel, creating content for PGWS social media, or leading or attending PGWS-sponsored events, the participant acknowledges that:

- Their behavior reflects directly on a national nonprofit organization.
- Their actions may impact PGWS's reputation, legal standing, donor trust, and community presence.
- Their compliance with this Code of Conduct is not optional but mandatory.

Each participant also agrees not to: misrepresent the Foundation's mission, logo, values, or name; speak on behalf of the organization without approval; share confidential planning materials or internal conflicts with individuals outside the organization; create unauthorized email addresses, websites, or merchandise using PGWS's name; or use PGWS affiliation to gain influence or opportunities under false pretenses.

### SECTION 3 — PROFESSIONAL AND PERSONAL CONDUCT EXPECTATIONS

Every member, leader, advisor, and affiliated participant is expected to embody a standard of professionalism, personal integrity, and spiritual alignment at all times. Expected professional conduct includes:

- **Respectful Communication:** All emails, texts, and in-person conversations must reflect respect and professionalism. Sarcasm, condescension, passive-aggressive language, and gossip are prohibited.
- **Conflict Resolution:** Conflicts should be addressed directly, calmly, and privately, following a Matthew 18 approach. Public arguments, vague social media posts, or third-party gossip will not be tolerated.
- **Reliability and Follow-Through:** Leaders and members must show up to meetings, events, and assignments on time and prepared.
- **Emotional Maturity:** Participants are expected to process their feelings in a healthy way and avoid bringing personal emotions into group environments in a harmful or distracting way.
- **Appropriate Attire and Behavior:** At all PGWS events, students should dress modestly and appropriately. Inappropriate gestures, disrespectful jokes, or flirting in group spaces are prohibited.
- **Boundaries and Leadership Submission:** Members must honor the authority of executive board members, advisors, and national leadership. Disagreement is allowed; dishonor is not.

Digital Behavior Standards require all members to: avoid arguments or slander online; refrain from posting about other members or PGWS-related issues indirectly; not repost inappropriate or offensive content while visibly associated with PGWS; and keep internal business, group chat drama, or sensitive updates off social media entirely.

### SECTION 4 — FINANCIAL ACCOUNTABILITY AND FUNDRAISING PROTOCOL

All financial activity — whether at the national or chapter level — must reflect the highest standards of legal compliance, stewardship, ethical fundraising, and transparency. Chapters must: open and maintain university-approved accounts (no personal accounts or personal payment apps); maintain transparent ledgers accessible to the advisor and National HQ; record all donations, sales, and expenses with proof; and keep all receipts for a minimum of one year.

All fundraising conducted under the PGWS name must be pre-approved. Before launching any fundraiser, chapters must: submit a fundraising request form; provide clear details on purpose, money handling, and expenditure; receive written approval from the advisor and/or EFF national; and provide a post-fundraiser report. Unauthorized fundraising is strictly prohibited. Financial violations — including misuse, misreporting, or unauthorized personal use of funds — will result in immediate investigation.

### SECTION 5 — PROHIBITED BEHAVIOR AND ZERO TOLERANCE POLICIES

PGWS enforces a zero-tolerance policy for behaviors that contradict its mission, compromise student well-being, or place the organization at legal, spiritual, or reputational risk. Violations may result in immediate removal without warning and may be reported to university or civil authorities.

1. Hazing and Coercion: Any behavior — intentional or implied — that humiliates, intimidates, manipulates, or pressures an individual as a condition for inclusion is strictly prohibited. PGWS is not a fraternity, sorority, or secret society. Any chapter found hazing members will face national investigation and permanent banning of involved individuals.

2. Sexual Misconduct and Harassment: Sexual harassment of any kind — verbal, physical, digital, or implied — will not be tolerated. The accused will be immediately suspended pending review. Consequences may include permanent removal, campus referral, and legal escalation.

3. Discrimination, Bullying, and Hostile Environments: Discrimination based on race, ethnicity, gender, sexual orientation, disability, faith background, or economic status is strictly prohibited. Bullying, verbal abuse, intimidation, gossip, exclusion, and digital harassment are unacceptable. Hostile behavior that goes unchecked may result in chapter deactivation.

4. Public Defamation or Organizational Disrespect: Members may not speak negatively about PGWS on social media, publicly accuse leaders without due process, create social division or false narratives about decisions, or leak confidential documents. Students who disagree must address concerns privately and respectfully through proper channels.

5. Financial Misconduct or Unauthorized Fundraising: Any individual who collects, holds, or distributes money on behalf of PGWS without authorization will be subject to disciplinary action and possible legal referral.

6. Substance Use at PGWS Events: No student may consume, promote, or arrive under the influence of alcohol, marijuana, or other drugs at any PGWS meeting, service activity, event, or retreat. Chapters may not partner with bars, clubs, hookah lounges, or alcohol-based brands.

7. Tampering with National Materials: Members may not alter PGWS logos or templates without permission, change passwords or remove admin access from PGWS platforms, or create new accounts representing PGWS without submitting credentials.

8. Repeated Disrespect Toward Leadership: Members who consistently challenge leadership, undermine decisions, talk back in meetings, or foster rebellion may be removed. Passive-aggressive rebellion will not be entertained.

## SECTION 6 — SOCIAL MEDIA AND BRANDING EXPECTATIONS

All chapter social media accounts must be approved by National Headquarters before creation or launch. All login credentials must be submitted to EFF National HQ. Each account must use the chapter's official name, approved naming conventions, approved logos, and only approved brand colors, fonts, and designs. Content must reflect the mission and values of PGWS including faith-based content, leadership development, campus engagement, and member recognition. Content must avoid: profanity, sensual or suggestive material, party promotions, memes that make light of trauma or faith, and spreading rumors or creating division.

Social media violations follow a progression: first offense — written warning; second offense — loss of posting access; third offense — members may be removed from the chapter. National

HQ reserves the right to revoke chapter posting privileges, disable accounts, or take disciplinary action if content becomes a threat to the brand or witness of PGWS.

## **SECTION 7 — SPIRITUAL ALIGNMENT AND CORE VALUES**

PGWS is a Christian nonprofit ministry. All who affiliate with PGWS must acknowledge, respect, and preserve the faith-based nature of this ministry. PGWS's core values are: Christ-Centered Leadership, Integrity and Accountability, Community and Belonging, Bold Faith in Action, and Excellence and Purpose.

All executive board members, advisors, and national ambassadors are expected to maintain a personal walk with Christ and to model Christlike leadership. Spiritual violations — including publicly mocking PGWS's Christian identity, creating division during spiritual programming, practicing theology contradicting PGWS's beliefs, or using spiritual language to control or manipulate others — may result in removal from leadership or the chapter.

Spiritual safety is a priority. The following practices are prohibited: inviting guest speakers who preach contrary to biblical truth; using spiritual language as a tool of control or shame; and allowing spiritual abuse, fear tactics, or manipulation. PGWS welcomes the presence of the Holy Spirit with order, wisdom, and spiritual maturity.

## **SECTION 8 — MEMBERSHIP STATUS, SUSPENSION, AND REMOVAL PROCESS**

Membership in PGWS is a privilege, not a right. Disciplinary action may be taken against individuals who violate PGWS's expectations, policies, or values. The disciplinary process includes:

1. Informal Correction (Optional): A private conversation for minor issues, allowing the member to correct behavior without a formal record.
2. Written Warning: A formal written warning documenting the violation, expectations for correction, and a timeline for follow-up, copied to the advisor and national leadership.
3. Probation: Placement on probation during which leadership, speaking, or planning privileges may be suspended and a behavior plan assigned.
4. Suspension: Suspension from all PGWS involvement for a designated period in cases of escalated misconduct.
5. Immediate Removal Without Warning: Bypassing all steps and proceeding directly to permanent removal when a zero-tolerance policy is violated, when actions place the organization at legal or reputational risk, or when an individual intentionally undermines national leadership.

Students who believe they have been wrongfully removed may submit a formal appeal within 7 days to [info@estherfundsfoundation.org](mailto:info@estherfundsfoundation.org). The appeal must include a respectful statement of disagreement, a factual timeline, and any supporting documentation. Appeals will be reviewed by national leaders, and their decision is final. Failure to appeal within 7 days forfeits the right to challenge the removal.

## SECTION 9 — LEGAL AND ORGANIZATIONAL PROTECTION

PGWS retains sole legal ownership of its intellectual property, including the name "Pretty Girls Who Serve," all slogans and taglines, logos, digital designs, brand graphics, branded templates, program names, and proprietary frameworks. No chapter or member may use, replicate, alter, or distribute PGWS intellectual property without prior written permission. Violation may result in an immediate cease-and-desist order, legal action, chapter deactivation, and permanent blacklisting.

Chapters function as extensions of the national organization but are not separate legal entities. Chapters may not enter into contracts without advisor oversight and written notice to National. Chapters may not open separate business accounts, apply for grants, or act as independent organizations using the PGWS name. Chapters are prohibited from claiming 501(c)(3) status independently or distributing tax receipts without national approval.

EFF National Headquarters, its Board of Directors, and affiliated leadership are not liable for injuries sustained during chapter activities (unless caused by direct national staff negligence), emotional distress or personal disagreements among students, or actions taken by individual members or officers outside of officially approved activities.

## SECTION 10 — FINAL ACKNOWLEDGEMENT

By participating in Esther Funds Foundation in any capacity, every member, officer, advisor, volunteer, and affiliate acknowledges that they have read, understood, and agreed to comply with this National Code of Conduct in its entirety. This is a binding agreement, and compliance is required for continued participation in PGWS. Esther Funds Foundation nationals must also be in full compliance with all standards contained in this Code.

Contact: [info@estherfundsfoundation.org](mailto:info@estherfundsfoundation.org) | [www.estherfundsfoundation.org](http://www.estherfundsfoundation.org)

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## ARTICLE XII — National Requirements — Fall Semester & Ongoing

*Source: PGWS 2026 National Bylaws, Article XI. These requirements are mandatory for all chapters. Failure to meet any requirement may result in CND status, probation, or chapter deactivation.*

Effective Fall 2026 and continuing for all subsequent semesters, every EFF collegiate chapter in good standing must meet all of the following mandatory national compliance requirements:

### Section 1 — REACH Workshop (Annual Requirement)

#### ★ MANDATORY — ANNUAL REQUIREMENT

Each chapter is required to conduct one (1) REACH Workshop per academic year on their campus. The REACH Workshop is provided by Nationals as a structured, campus-level student engagement and outreach initiative.

NOTE: The REACH Project replaces and officially retires the former "James Pillar Project." All references to the James Pillar Project in prior chapter documents are superseded by the REACH Project, effective 2026. Chapters must document workshop attendance and submit a summary report to National Headquarters within two (2) weeks of completion.

Planned REACH Workshop Date: [Planned Date — update each academic year]

## Section 2 — National Double Good Popcorn Fundraiser (Mandatory)

### ★ MANDATORY — ALL ACTIVE CHAPTERS MUST PARTICIPATE

All chapters are required to participate in the national week-long Double Good popcorn fundraiser coordinated by Nationals. This fundraiser is mandatory for all active chapters and counts toward the chapter's national fundraising compliance. Chapters that fail to participate without prior written exemption from the Executive Director will be considered non-compliant and may be placed on CND status.

## Section 3 — Joint Fundraiser with Nationals (Per Semester)

In addition to the Double Good national fundraiser, each chapter must participate in at least one (1) joint fundraiser with Nationals per semester. These fundraisers are coordinated by National Headquarters. No chapter may substitute an independent fundraiser without written approval from the Executive Director.

## Section 4 — Bible Studies (Per Semester)

### ★ MANDATORY — PER SEMESTER

Each chapter must host a minimum of two (2) Bible studies per semester. Bible studies are a recurring mandatory requirement. Documentation of attendance must be maintained and submitted as part of the semesterly compliance report. The Chaplain leads Bible study planning and execution.

## Section 5 — Chapter Scholarship Fundraising

Each chapter is required to fundraise toward a local chapter scholarship each academic year. Scholarship funds must be managed by the Treasurer, documented, and submitted to Nationals. Scholarship awards are subject to national review and approval.

## Section 6 — Community Service Hours (Per Semester)

### ★ MANDATORY — PER SEMESTER

Each chapter must complete a minimum of twenty-five (25) community service hours per semester as a chapter. Service hours must be documented with official sign-in sheets, project

descriptions, and supervisor verification where applicable. All community service reports must be submitted to National Headquarters at the end of each semester.

### Section 7 — Financial Records Submission (Per Semester)

All chapters must submit complete financial records to National Headquarters each semester: income/expense ledgers, receipts, fundraising reports, dues records, and account statements. Failure to submit is a compliance violation.

### Section 8 — All Executive Board Members Complete Leadership Training

#### ★ MANDATORY — NO EXCEPTIONS

All Executive Board members must complete official PGWS National Leadership Training (including the Blossom & Impact Leadership Seminar) before operating in their positions. No individual may exercise officer authority, make chapter decisions, represent PGWS publicly, or access organizational resources without completing this required certification.

### Section 9 — Semesterly Compliance Form

Each chapter must submit a completed Semesterly Compliance Form to National Headquarters by the designated deadline each semester. Chapters that fail to submit on time will be flagged as non-compliant.

### Section 10 — Good Standing Defined

#### ★ GOOD STANDING DEFINITION

A chapter in Good Standing is one that has met ALL of the above requirements for the current semester. Chapter Not in Good Standing (CND) status will be formally assigned to any chapter that fails to meet one or more of these mandatory requirements. CND designation may result in: loss of access to national resources; suspension of the chapter's ability to host public events under the PGWS name; ineligibility for national recognition awards; and prohibition from participating in national scholarship competitions and programs.

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## ARTICLE XIII — Executive Board Transition & Succession

### Section 1 — Officer Term Lengths

Officers shall serve a term of one academic year, beginning  and concluding . Officers may serve a maximum of two consecutive terms in the same position.

### Section 2 — Election / Selection Process

Officer selections shall be held in . Active members in good standing may apply for any available Executive Board positions. Qualified applicants will be invited to participate in an interview conducted by the current Chapter President and Vice President. Applicants will be notified of their selection results within a timely manner.

## Section 3 — Transition Timeline & Mandatory Handover

### ★ MANDATORY TRANSITION REQUIREMENTS

All outgoing officers are required to complete a full leadership transition before the expiration of their term. Mandatory handover items include, without exception:

- All chapter records, meeting minutes, rosters, compliance documentation, and archives
- All chapter property (banners, supplies, equipment, organizational materials)
- All chapter account login credentials, passwords, and administrative access (email, social media, digital platforms)
- All financial records, receipts, account access, and pending financial documentation
- Updated credentials submitted to EFF National Headquarters reflecting incoming officers
- A written Transition Report summarizing chapter status, ongoing projects, outstanding tasks
- An in-person (or virtual) transition meeting with incoming officers

Failure to complete a proper transition is a violation of these Bylaws. Outgoing officers who withhold records, access, or property may face disciplinary action.

Transition Completion Deadline: Within 2 weeks of election results.

## Section 4 — Filling Vacancies

18. President notifies the Advisor and EFF National Headquarters of the vacancy within 5 business days
19. Executive Board may appoint an interim officer pending a formal selection process
20. Formal selection shall be completed within 1 month of the vacancy being created

## Section 5 — Order of Succession

21. Vice President (assumes Presidency automatically)
22. Secretary (if Vice President is also unable to serve)
23. Treasurer (if Secretary is also unable to serve)
24. As determined by the Executive Board and Advisor, pending notification to EFF Nationals

## Section 6 — Outgoing Officer Obligations

Outgoing officers remain bound by PGWS confidentiality obligations, financial accountability requirements, and the Code of Conduct after their term expires. Former officers may not retain access to PGWS accounts or resources without explicit written authorization from the incoming President and Advisor.

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## ARTICLE XIV — Amendments

### Section 1 — Authority to Amend

This chapter may amend its Bylaws by a two-thirds (2/3) supermajority vote of the full Executive Board, provided that: written notice of the proposed amendment has been distributed to all Executive Board members at least 7 calendar days before the vote; the Chapter Advisor has been consulted; the proposed amendment does not conflict with any provision of the PGWS 2026 National Bylaws or National Code of Conduct; and the amendment has received written approval from EFF National Headquarters before taking effect.

### Section 2 — National Supremacy — No Conflicting Amendments

#### ★ NON-WAIVABLE — NATIONAL SUPREMACY CLAUSE

No amendment to these chapter Bylaws may conflict with, diminish, circumvent, or supersede any provision of the PGWS 2026 National Bylaws or National Code of Conduct. Any amendment that attempts to do so is null and void from its adoption. EFF National Headquarters retains the right to reject, modify, or require revision of any chapter amendment that conflicts with national standards. This includes, without limitation: the mandatory national participation system (Article VII), the strike system (Article VIII), financial accountability requirements (Article X), the Code of Conduct (Article XI), and Nationals' removal authority.

### Section 3 — Amendment Process

25. Proposed amendment submitted in writing to the full Executive Board and Advisor
26. Review and discussion period of at least 7 calendar days
27. Vote at properly convened Executive Board meeting with quorum, requiring two-thirds (2/3) supermajority
28. Submission of approved amendment to EFF National Headquarters for written approval
29. Amendment takes effect upon receiving written approval from Nationals

### Section 4 — Documentation of Amendments

All adopted and approved amendments shall be documented in an Amendment Log maintained by the Secretary: date proposed, date voted, vote result, date submitted to Nationals, and date of national approval. Updated Bylaws shall be distributed to all active members within 14 days of a national-approved amendment taking effect.

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## ADOPTION & SIGNATURES — Ratification & Adoption Block

We, the duly elected and serving Executive Board officers of the Pretty Girls Who Serve chapter identified below, an official collegiate chapter of the Esther Funds Foundation, do hereby adopt these Chapter Bylaws as the governing document of our chapter, effective on the date signed below.

By signing below, each signatory affirms that they have: (1) read and understood these Chapter Bylaws in their entirety; (2) read, understood, and agreed to comply with the PGWS 2026 National Bylaws in full; (3) read and agreed to the PGWS National Code of Conduct as embedded in Article XI; (4) completed or commit to complete PGWS National Leadership Training before exercising officer authority; and (5) understood that EFF National Headquarters reserves the right to remove any member or Executive Board officer at any time and for any reason in accordance with national bylaws.

**Date Adopted:**

**Academic Year:**

**Chapter Name:**

**College / University:**

### Chapter Officer Signatures

| Position          | Printed Name         | Signature            | Date                 |
|-------------------|----------------------|----------------------|----------------------|
| Chapter President | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Vice President    | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Secretary         | <input type="text"/> | <input type="text"/> | <input type="text"/> |

|                                      |  |  |  |
|--------------------------------------|--|--|--|
| Treasurer                            |  |  |  |
| Chaplain                             |  |  |  |
| Social Media &<br>Content Manager    |  |  |  |
| Co Social Media &<br>Content Manager |  |  |  |

### Chapter Advisor Signature

#### Chapter Advisor — Signature

Advisor printed name and title

Typed signature

Date

*By signing, the Chapter Advisor affirms they have reviewed these Chapter Bylaws and confirm the chapter's commitment to operating in compliance with PGWS National Bylaws and standards, and agree to serve in the advisor capacity as described in Article IV, Section 2.*

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## EFF National Headquarters — Receipt & Acknowledgment

### EFF Nationals Receipt & Approval of Chapter Bylaws

*To be completed by EFF National Headquarters upon receipt and review of these Chapter Bylaws.*

#### Received & Acknowledged by EFF Nationals

National Representative Printed Name & Title

Date Received:

☐ These Chapter Bylaws have been reviewed and are APPROVED by EFF National Headquarters.

☐ Revisions required — see attached National Feedback Form.

Submit completed, signed Bylaws to: [info@estherfundsfoundation.org](mailto:info@estherfundsfoundation.org) | [www.estherfundsfoundation.org](http://www.estherfundsfoundation.org)

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*Esther Funds Foundation National Headquarters — 2026  
Esther Funds Foundation | Every Future Fulfilled  
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