Chapter Website Program
International Code Council

The Program

The International Code Council has worked with KWSM to provide each individual chapter with a clean, modern website that focuses on user experience, branding and credibility for your chapter.

Chapters will keep their personalized domain, unique to their chapter.
They will have the opportunity to personalize their website with their logo and brand color, as well as specific chapter information and website copy.
For any of the website sections where unique chapter information is not desired or available, the site will feature standard International Code Council's information.

Each website will feature an events calendar, downloadable resources section, and (optional) blog that can be maintained and customized by the chapter.
If a chapter has additional information to add that falls outside the standard template, additional pages can be added to that chapter's website.

Each website will feature a secure domain (SSL certificate) for added security, and will be maintained by KWSM, who will run monthly back-ups and security updates.

The Process

1. See an example of the completed website at https://chaptersicc.wpengine.com

2. Download the PDF Walkthrough Instructions

3. Fill out the Code Council Website Submission Form
    a. https://forms.gle/dvU6o6YkyuFivF5M8
    b. Provide your contact information and details about your domain.
    c. Click 'next' to continue through the content portion of the form. The walkthrough PDF will take you through each question, with a visual of where it will be on the website.

4. Click Submit! If you have submitted any additional questions, we will reach out before we get started on your website.

5. Once we have your completed information, you will be added to a queue. Websites are begun on a first come, first served basis.

6. The chapter contact will receive an email when we have received your completed information, letting you know where your site is in the queue.

7. The Chapter contact will receive an email when you have reached the front of the queue and we begin your website.

8. Once development of your website begins, it will be completed and launched in 3 business days.

9. The chapter contact will receive an email when the site is launched.

10. Once launched, you will have 2 business days to review the site for errors or changes.

11. After the review period, the chapter contact will be sent login information and instructions for keeping the events calendar and blog up to date, etc.

12. The KWSM team will run back-ups and security updates on your site monthly, and will be available to you for questions or ongoing website assistance.