

2024 - 2025 Vanguard Award Requirements

Lodges must complete the necessary activities in each of the five (5) categories between 06/24/2024 and 08/15/2025. The application is due to the Grand Lodge of Texas by September 15, 2025. Activities that satisfy multiple requirements may be counted for credit no more than two (2) times.

NOTE: A completed Annual Return with full payment, Minimum Audit Form No. 71, and a copy of the appropriate IRS Form 990 filing must be filed in accordance with federal and Grand Lodge requirements. By the following signatures, the senior officers of said Lodge and the District Deputy Grand Master of the Lodge's respective district certify this to be true:

Worshipful Master

Printed Name _____

Signature _____

Senior Warden

Printed Name _____

Signature _____

Junior Warden

Printed Name _____

Signature _____

Treasurer

Printed Name _____

Signature _____

Secretary

Printed Name _____

Signature _____

Lodge Name & Number: _____

Masonic District Number: _____

2024 - 2025 Vanguard Lodge Certification Report

Date: ____/____/____
Mo. Day Year

To: Most Worshipful Grand Master Reader

From: _____,

District Deputy Grand Master - Masonic District No.: _____

Subject: Vanguard Lodge Approval

I along with the District Instructor have reviewed the attached Vanguard Application Form for _____ Lodge No. _____ and I hereby certify that this Lodge has met the minimum "Vanguard Award" requirements set forth within the required timeframe.

I request that you designate this Lodge as a "**Vanguard Lodge**" of the Most Worshipful Grand Lodge of Texas.

The Application form and attachments are enclosed for your review.

Fraternally,

District Deputy Grand Master, District No. _____

(Signature)

District Instructor, District No. _____

(Signature)

Instructions to Lodge: A completed application (.pdf) shall be submitted electronically to your DDGM by 08/30/2025. The application shall minimally consist of an executive summary narrative (brevity is key) of the completed Vanguard tasks. Each narrative shall appropriately cross reference the respective Vanguard tasks that your Lodge completed. Copies of meeting notes can be included if deemed necessary (and must be if required by the activity).

Instructions to DDGM: Email a copy of the completed application to the Committee on Masonic Education by 9/15/2025 at CME@grandlodgeoftexas.org.



I Lodge Administration

A. Required Activities:

1. The Worshipful Master, Senior Warden, and Junior Warden must have successfully completed both of the Officer Leadership Training (OLT) classes 101 and 201 within the last five (5) years or have completed all of the Lodge Instruction for Effectiveness (L.I.F.E.) programs for JW (Introduction), SW (Operation), and WM (Administration). *Note 1: If only one OLT class has been completed, all L.I.F.E programs must be completed. Past Masters, are exempt per Article 276a.*

2. Form a Budget Committee consisting of the Worshipful Master, Senior Warden, Junior Warden, Treasurer, Secretary, and Junior Past Mater, and create an Annual Lodge Operating Budget which contains, at minimum, the following items:

- a) Income – Dues, Degree Fees, Fundraisers, Donations, Rent, etc.
- b) Expenses – Grand Lodge Annual Returns, Utilities, Building Maintenance, Donations, Rent, Insurance, etc.

Note: The operating budget shall be presented to the Lodge within two months of the Installation of Officers and documented in the Stated Meeting Notes.

3. Develop a Leadership Succession Plan for your Lodge. It shall include the Stations of the Worshipful Master, Senior Warden, Junior Warden, Treasurer, Secretary, Senior Deacon, and Junior Deacon. Consider mentoring opportunities and strategies which engage Past Masters of the Lodge. Include the establishment (or reinforcement) of a Vision and Mission for your Lodge that can inspire members for multiple years. The plan should be presented to the lodge during a Stated or Called meeting and documented in the minutes. The plan should include the following:

- a. Worshipful Master and Senior Warden mentor the Senior Deacon
- b. Senior Warden and Junior Warden mentor the Junior Deacon

4. Develop a Strategic Plan for your Lodge. The plan should include a one-year, two-year, and three-year outlook. The plan should be presented to the lodge during a Stated or Called meeting and documented in the minutes. Include the following metrics:

- c. Leadership & Administration
- d. Education & Communications
- e. Masonic Works and Community Involvement
- f. Growth (quantity and quality), Financial, Facilities, Fraternity and Fellowship

B. Choose at Least Four (4) Activities:

1. For each EA and FC who did not advance in the last two (2) years, investigate and determine why they failed to advance. Submit with the Vanguard Application a simplified report documenting the following: name of the EA or FC, why he failed to advance, and platform of communication to him (phone, letter, email, physical meeting). Document also the failed attempts (*note: At least two attempts should be made and documented*).

2. Reinstatement Program: Plan a social event for your inactive local members (e.g., those who have not attended a Lodge function during the prior Masonic year and currently living within the jurisdiction of the



Lodge). This could be a dinner at the Lodge or local restaurant, firearms event, sports game, etc. Submit with the Vanguard application a report describing the event, how the Lodge marketed the event, how the Lodge contacted the members and the attendance of the event. Describe the follow-up actions the Lodge plans to execute to reinforce the relationships that were re-connected. If your Lodge hosted a speaker for the reinstatement program, document the meeting and the speaker and include it in your application (this would satisfy the Vanguard credit).

3. At the beginning of the masonic year, create a committee consisting of the line officers of the lodge to attempt to contact at least 20% of your inactive local members (those who have not attended a Lodge function during the prior Masonic year and currently living within the jurisdiction of the Lodge). Submit with the Vanguard application a simplified report documenting the following: member's name, platform of communication to him (phone, letter, email, physical meeting). A quarterly report shall be presented by the committee during a stated meeting and documented in the minutes. Document also the failed attempts. *Note: no more than two attempts should be made.*
4. Have the Secretary (or other qualified member) attend a Secretary's School of Instruction and the social hour following. Provide appropriate documentation including Secretary's name and date and location of training.
5. Have the Treasurer (or other qualified member) attend a Treasurer's School of Instruction. Provide appropriate documentation including Treasurer's name and date and location of training.
6. Establish (or provide documentation of an active program) for one of the following "long-term" funding program opportunities for the Lodge. (*Note: these programs shall be separate from the general operations fund for the Lodge and shall be used exclusively for the purpose it was established*). Document this plan and respective activities with a copy of the Stated Meeting Notes providing proof that it was discussed and approved by the Lodge members and signed by the Worshipful Master and attested by the Secretary. (*Note: the goal for either option below is to initiate a long-term investment strategy which yields interest for the Lodge's benefit*).
 - a) Building Maintenance Fund
 - i. If the Lodge owns its building: investment income is to be used for building improvements, enhancements to the Lodge, regalia, furniture, or similar.
 - ii. If the Lodge rents the building (in part or whole): investment income is to be used for rent, the insurance premium, regalia, furniture, or similar.
 - b) Charity
 - iii. This fund is designated for use within the approved GLOT charity programs, including scholarships and various charitable initiatives within the community.
7. Have the three of the principal officers (WM, SW, JW, TR, or SC) attend the Grand Annual Communication. Alternatively, have at least four (4) members of the Lodge attend the Grand Annual Communication (this can be in combination of the senior officers).
8. Lodge to utilize the 2023 Investigational Standards & Procedures for Constituent Lodges & Members of the M.W.G.L.O.T.
 - a) Hold a called meeting for the purpose of teaching the lodge members the procedures to conduct a proper investigation per the guidelines.



- b) Conduct all investigations per the guidelines.

END OF LODGE ADMINISTRATION REQUIREMENTS



II Community Involvement

Choose at Least ten (10) of the following Activities:

1. "Take Time to Read" program.
2. Presenting "Mirabeau B. Lamar Awards" to deserving students and/or teachers at a public meeting or at the High School.
3. Participate in the "Fantastic Teeth" program.
4. Providing at least one \$500.00 college or trade school scholarship to a deserving High School Senior and present the award at an open meeting or at the High School of the recipient. Requirement: apply to the Texas Masonic Charities Foundation for matching funds to maximize the award(s).
5. Provide a public school or private school teacher honorarium award for distinguished service and present the award at an open meeting or at the school of the recipient.
6. Collecting/raising at least \$500.00 for needed school supplies as determined by a member of the local school faculty and administration.
7. Participate in the GLOT "Honesty and Integrity" program.
8. Provide at least \$250.00 in financial support to a GLOT recognized masonic youth group (e.g., DeMolay or Rainbow Girls).
9. Provide at least \$250.00 to a non-Masonic youth organization focused on the development of future leaders. e.g., boy scouts/girl scouts.
10. Provide at least one active advisor for a GLOT recognized Masonic youth group.
11. Host an Open Meeting to recognize a high achieving youth, e.g., Eagle Scout, Gold Award Girl Scout, etc
12. Provide at least one active advisor for a non-masonic recognized youth group. e.g., boy scouts.
13. Present a Community Builder Award at an Open Meeting.
14. Allow the Lodge facility to be used for a public function or activity provided for under Article 224.
15. Host a Masonic information booth at a public event. Alternatively, join with your City, County, or other public entity in a community event. Highlight the Lodge and the good deeds the Lodge has done and continues to do for the community.
16. Participate in "Adopt-A-Highway" or similar public service activity.
17. Gather and distribute food, clothing, or other items for those in need.
18. Host the opening of a Representation of the Masonic Grand Lodge of Texas for the purpose of conducting a cornerstone ceremony or placing a grave marker for a Past Grand Master of the Masonic Grand Lodge of Texas.
19. Host an Open House for your Lodge.
20. Your Lodge to host an event for local veterans.
21. Participate in the Gift of Life program.



22. Provide at least \$250.00 to a community organization such as police, fire, or other first responders.
23. Support an orphanage, senior living facility, or women's shelter in Texas by providing one of the following:
 - a. Provide at least \$250 in financial support.
 - b. Provide at least 40 volunteer hours.
24. Have your lodge or a lodge member develop and publish an article about a masonic topic in the Texas Masonic Magazine, Texas History committee, short talks, or other circular, including non-masonic publications such as your local news paper or community magazine.

END OF COMMUNITY INVOLVEMENT REQUIREMENTS



III Member Service

A. Required Activities:

1. Present all appropriate Grand Lodge Service Awards (i.e. 50, 60, etc. years' service) and all appropriate Lodge Service Awards (i.e., 25 and 40 year service) for the current Masonic year. Document if no members satisfied the requirements.
2. Host an Open Meeting focusing on the families and/or friends of your members such as a Bring a Friend program, Widow's program, Father/Son program, Father/Daughter program, Honor Your Wife/Sweetheart Program, Masonic Veterans Program, or a similar activity. Document as appropriate.
3. Create or maintain a functioning website or social media page based upon criteria set by the GLOT Internet Committee.

B. Choose at Least Four (4) Activities:

1. Assign a committee for the purpose of identifying a recipient of the "Golden Trowel Award" to a deserving member of the Lodge. Present the award in a ceremony appropriate for the occasion. *(Note: The Committee may determine there is not a current qualified candidate. If so, document as appropriate and Vanguard credit will still count).*
2. Formally acknowledge Masonic anniversary dates of Lodge members either during Stated Meetings, on a members-only Lodge web-site or social media page, or in the Lodge newsletter.
3. Host a Past Master's Event (tiled or an open meeting). It is encouraged that the Senior Warden provide a summary of his plans during his year in the East the following year.
4. The Lodge to plan for and execute an officer's retreat outing to discuss the plans for the Lodge during the year. Discussion topics could include goals, budget, fundraising, vision, etc.
5. The Lodge to attend and participate in masonic funerals. Minimum required members to attend = five (5). Alternatively, a member of the Lodge be considered qualified to be the funeral master and conduct at least one masonic burial.
6. Publish a newsletter (minimally six (6) times per year) for the members of your Lodge.
7. Ensure lodge safety by completing/maintaining the following:
 - a) Purchase a First Aid Kit and place in your Lodge at a convenient location. If you have a First Aid Kit, ensure that it is stocked and "outdated" supplies are discarded and replaced.
 - b) Purchase a fire extinguisher for the lodge and place it in a convenient location. If you have a fire extinguisher, ensure that it is properly pressurized and up to date.
 - c) Purchase and install lighted Exit signs for the lodge exits. If you have lighted exit signs, ensure that they are working properly.

END OF MEMBER SERVICE REQUIREMENTS



IV Masonic Education

A. Required Activities:

1. The Worshipful Master, Senior Warden, and Junior Warden must be certified in ritualistic opening and closing (each one from all three positions) of all four Lodges per form 101 or 101a.
2. Present a topic developed by the Masonic Education Committee, such as present or previously published Lodge and District Education Programs, Briscoe Program, or from the Texas Monitor, law book, or other published source in at least four (4) Stated or Called meetings. Provide documentation of the programs offered by the Lodge Education Officer or the Worshipful Master's designee.
3. Have the District Instructor grade an opening and closing (official visit or otherwise) to his satisfaction.

B. Choose at Least five (5) Activities:

1. Have at least one Master Mason (not including the WM, SW, or JW) attend and successfully complete one of the OLT classes (101 or 201, or 301, not previously counted in Section I) during this Masonic year.
2. Have your officers support your Masters, Wardens, and Secretaries, Association (MWSA) by accumulating at least nine (9) attendance credits. The MWSA should be responsible for Masonic Education and Masonic Communication for the District. *(Note: one lodge member attending one meeting equals one attendance credit).*
3. Have a member of your Lodge present a talk on a Masonic educational topic at a Lodge at which he is not currently a member.
4. Present at least two (2) Masonic education programs provided by the MWSA, District Instructor, District Education Officer, District Deputy Grand Master, or other guest speaker. Speakers from appendant bodies do count, e.g., York Rite, Scottish Rite, etc. The appendant body speaker can also be a member of your lodge.
5. Have the three principal officers or at least five (5) members attend the Briscoe Workshop at the District or MWSA level. Alternatively have a Called Meeting at your Lodge to conduct a Briscoe Workshop.
6. Have at least three (3) of your members receive a ritualistic certificate (either A, B, or C from the Committee on Work).
7. Have at least three (3) of your members attend a Forum hosted by the Committee on Work.
8. Participate in the formation or re-activation of a Masters, Wardens, and Secretaries Association for your masonic district.
9. Host either a Committee on Work Forum & Exam or a L.I.F.E. Certification class hosted by your District Service Team or MWSA.
10. Implement the Ashlar Mentoring Program in your lodge. Report on the progress of each candidate at a Stated meeting quarterly. To receive credit, at least one candidate must complete the minimum requirements for at least one section during the masonic year.



11. Have at least one degree graded by the Committee on Work.

END OF MASONIC EDUCATION REQUIREMENTS



V Fraternalism

A. Choose at Least Four (4) Activities:

1. Promote fellowship by having a group of at least five (5) members attend the Stated Meeting of another Lodge in your District (or another District).
2. Host (or schedule to host) a joint function between the Lodge and any Appendant Masonic body. Alternatively, be the hosting Lodge for the Texas Lodge of Research or Tranquility Lodge.
3. Host a quarterly social function for Lodge members, their families, and friends at a location other than the Lodge (Restaurant, Park, Waterpark, Sporting Event, etc.).
4. Host a quarterly social function for Lodge members, at a location other than the Lodge (Restaurant, Sporting Event, etc.).
5. Conduct at least one EA, FC, or MM education program. Invite all appropriate masonic classifications to attend a respective meeting where appropriate topics are discussed.
6. Have five (5) officers, either elected or appointed, or ten (10) total members, including EAs, FCs, and MMs attend a Grand Masters Conference.
7. Have five (5) officers, either elected or appointed, or six (6) total members, including EAs, FCs, and MMs attend a historical observance, including the Alamo, Goliad, Gonzalez, Masonic Oak, or San Jacinto observances.
8. Have three (3) officers, either elected or appointed, or six (6) members, MMs only, attend a Grand Masters official visit to a lodge.

END OF FRATERNALISM REQUIREMENTS

