



Knights of Columbus

Arizona

2018 - 2019 DISTRICT DEPUTY AWARDS APPLICATIONS INSTRUCTION SHEET

District Deputy's:

May submit award applications for:

- 1) Council-of-the-year – **Form COUNCIL-YEAR**
- 2) Grand Knight-of-the-year – **Form GK-YEAR 18-19**
- 3) Raul Navarrete Vocations Award – **Form RAUL-NAV 18-19**

IMPORTANT NOTE

Each application has a heading, which lists:

- 1) Title of Award
- 2) The District Deputy submitting the application
- 3) The name Nominee.
- 4) Nominee Council Number

Once you have completed the heading, please **DO NOT** use the council name, parish name, nominee's name, city or any wording that could identify the person, council or their location. If you do, these references will be redacted (be blacked-out). This will make your document difficult to read and lessen your chances of its being selected. We suggest that you write what you wish to say and then go back over your draft and remove any references in the write-up which could identify your nominee. Liberally use the pronouns like he, him, his, them, they, or the parish, the church, or this family, they, them, or Father, the priest, etc.

Applications do not have to be typed, BUT keep in mind that the applications do need to be neat, clear, concise, and readable. The best way of assuring this is obviously, that they be typed. If additional pages or attachments are provided, please make certain that they are identified as a continuation page for a particular award.

Please keep write-ups to 500 words or less. The time frame to be considered for all Service Project awards is April 1, 2018 – March 31, 2019.

MOST IMPORTANT!!!! THE DEADLINE FOR RECEIPT OF YOUR COMPLETED APPLICATIONS IS SUNDAY, APRIL 15, 2019. Please plan wisely and submit your completed applications before the deadline. **Application received after April 15, 2019 will not be considered.**

Please complete/ edit submissions on your computer before submitting.

ALL Award Applications can be found on the State Website at: <https://kofc-az.org/>
Or the direct link is: <https://kofc-az.org/state-forms%2Freports>
We can also email you a copy in WORD or as a PDF; send an email request to AzKnights@Q.com.

The **preferred method** for submitting application documents is email. Send the documents to: AZKnights@Q.com

Or you may mail the complete applications to your State Awards Chairman.

Knights of Columbus
State Awards Chairman
14175 W Indian School Rd
Suite B4-626
Goodyear AZ 85395-8369

Thank you for all you do for the good of the order and for your cooperation.

Vivat Jesus!
Rick Garrison
State Awards Chairman
480-522-7064
KofCRick@Q.com