



Knights of Columbus

Arizona

2018 - 2019 COUNCIL AWARDS APPLICATIONS INSTRUCTION SHEET

GRAND KNIGHT / COUNCIL:

May submit award applications for:

- 1) Chaplain-of-the-year – **Form CLHP-YEAR 18-19**
- 2) Family-of-the-year – **Supreme Form 10680 6/18**
- 3) Knight-of-the-year – **Form KNGT-YEAR 18-19**
- 4) Service Program (Faith) Awards – **Supreme Form STSP 11/18**
- 5) Service Program (Family) Awards – **Supreme Form STSP 11/18**
- 6) Service Program (Community) Awards – **Supreme Form STSP 11/18**
- 7) Service Program (Life) Awards – **Supreme Form STSP 11/18**

For the Service Program Awards: there are 4 categories: **Faith, Family, Community and Life**. The same application is used for all 4 categories. We will be using the same application as you will find on the Supreme website. Be sure to submit a separate original form **for each category** for which you apply.

For the **Family & Knight-of-the-Year**: Please select one Knight and Family you have submitted in the past Fraternal Year as Family and Knight-of-the-Year. Also, this year for **Family-of-the-Year** we will be using the application on the Supreme website (Form 10680 6/18). **Before completing Family of Year please review Guide Sheet (Form 10607)**. This application and the **Service Programs Applications** can be downloaded from the Supreme Website, or it can be found on the State Website along with all other award application at <https://kofc-az.org/>.

IMPORTANT NOTE

For the Service Program Awards, be sure all information in sections 1 & 2 is complete.

Once you have entered this information **DO NOT** use the council name, parish name, nominee's name, city or any wording that could identify the person, council or your location. If you do these references will be redacted (be blacked-out). This will make your document difficult to read and lessen its chances of 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 or council location. 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, however please keep in mind that the applications do need to be neat, clear, concise, and readable. The best way of assuring this is if they are typed. It is a *FILLABLE* Form. If additional pages or attachments are provided, please make certain that they are identified as a continuation page for a particular award.

Only one activity may be submitted per category. To qualify all Service Projects must have taken place during the 2018-2019 Fraternal Year.

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>

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

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**

Remember you cannot win if you do not apply. Each year so many great Chaplains, Brother Knights, Families and Council Activities which could easily win, go unrecognized because council fail to enter. Let's make this year different. Start early and be sure your council and its members are recognized.

Thank you everyone for all that 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