

TEXAS STATE COUNCIL KNIGHTS OF COLUMBUS



Star Guide
2019 - 2020



My Brother Knights:

As we embark on another Fraternal Year we can proudly acknowledge the many accomplishments the Knights in Texas and their families have been able to do. Because we are keenly aware that every practicing Catholic man in Texas should be and eventually can be joined in faith and action with us, we can and will maintain the honor of being the largest jurisdiction in the Americas. The leadership at the State, diocesan, district, and council levels has enabled us to be a shining beacon to others Order-wide. And in keeping with that our theme for the 2019-2020 Fraternal Year is: “Let

Your Light Shine”. As stated in the Book of Matthew “Let your light shine before men in such a way that they may see your good works, and glorify your Father who is in heaven.”

Being proud of our many Texan traditions that have been woven into the myriad aspects of membership, council growth, star council, programs, charities, developing Domestic Church, and the new Evangelization, takes a lot of hard work and faith in action. The focus of our many efforts will now center on Faith in Action. Our membership approach now includes digital access and even the look of patriotism is changing before us. This brings new challenges and greater opportunities.

To keep our honored position in the Order will require dedicated leaders willing to let their light shine so all can see our good works. And leadership always has a plan. And our plan calls for:

- Recruit 5000 new members and keep suspensions below 1500
- Getting all 800 Texas Councils recruitment active
- Creating 10 new Councils in support of our parishes
- Reactivation of 4 inactive councils in support of our parishes
- Sponsorship of 200 Round Tables in support of Catholic communities
- Obtain 100 Star Councils – Star Council is always the goal
- Build the Domestic Church with Faith in Action initiatives and programs
- Charity and service demonstrated appreciably at State, diocesan, district, council, and community levels
- Active support and celebration of those who serve us, especially clergy, religious, military, veterans, law enforcement, and first responders

As we build unity through our fraternity, we can quickly realize that all of us together are the reason Texas is so successful and essential to the Order. We can, with hope and clarity continuously say: “We haven’t had our best year yet!” Those whose shoulders we stand on would encourage and fortify that thought. So let’s plan for the best year yet. Let’s stay always positive and let’s have some fun staying in the lead!

Vivat Jesus!














State Deputy

T. Mark Evans

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FORMS DEADLINE CHECKLIST

	Form	Report	Due By	Date Sent
	185	Report of Officers	July 1, 2019	_____
 ★	365	Report of Program Personnel	August 1, 2019	_____
	1295	Semiannual Audit	August 15, 2019	_____
	2629	Report of Roundtables	September 30, 2019	_____
★		SUPREME PER CAPITA DUE	October 10, 2019	_____
★		SUPREME CATHOLIC ADVERTISING	October 10, 2019	_____
		State Per Capita Due (LSAFE w/distinction)	December 31, 2019	_____
		State Charities Due (LSAFE w/distinction)	December 31, 2019	_____
 ★	1728	Fraternal Survey	January 31, 2020	_____
		Special Olympics Partnership Profile	January 31, 2020	_____
	1295	Semiannual Audit	February 15, 2020	_____
		State Per Capita Due (LSAFE)	March 1, 2020	_____
		Educational Grant App. Due	March 1, 2020	_____
	STSP	State Council Service Program Award Entry Form Family of the Year Entry Forms Educational Grant Communication Award Entry	March 1, 2020 March 1, 2020 March 1, 2020 March 1, 2020	_____ _____ _____ _____
★		SUPREME PER CAPITA DUE	April 10, 2020	_____
		SUPREME CATHOLIC ADVERTISING	April 10, 2020	_____
★		Safe Environment Compliant	May 1, 2020	_____
 ★	SP-7	Columbian Application	June 30, 2020	_____
		State Charities Due (LSAFE)	June 30, 2020	_____
	2630	Roundtable Annual Report	June 30, 2020	_____
	990	IRS FORM 990 (LSAFE)	June 30, 2020	_____

★ STAR COUNCIL REQUIREMENT

 LONE STAR AWARD FOR EXCELLENCE REQUIREMENT



Membership

Let Your Light Shine

Bill Elliot, Membership Director

Let You Light Shine, Be an active Recruiter

My Brother Knights all. I would like you to take a moment to think back upon why you joined the Knights of Columbus. In most cases someone you knew and respected asked you to become a knight. They worked with you to fill out the application for membership and they saw to it that you made your 1st Degree. I also hoped they were there to witness you advance into the 2nd & 3rd degree.

Something about the Knights of Columbus should make you want to share our Order with another Catholic man.

Let me share my history with the Knights. My grandfather, my uncle, my great uncle and 2 cousins were all Knights. The Catholic side of my family was my Mother's family. My Father was a Baptist. All the men I grew up with in my parish were friends of the men of our family and they were all Knights. I grew up at and around the Knights of Columbus hall through events and the Boy Scouts. When I got married and became a Catholic adult no one, not even family members asked me to become a Knight. I asked my great uncle on two different occasions about joining and he gave me a Form 100. I looked it over and set it aside because I had questions about the application.

Finally when I was 29 I got a call from a member of the Knights of Columbus who asked if he could come by my place of work to visit with me. Thirty minutes later he left with a completed Form 100 and my entry fees.

After he left I called our local Pastor and went by to visit him on the decision I had just made. Two weeks later I was a 3rd Degree Knight!!!

I now have 32 years of great rewards being a Knight. I have worked with my Brothers to help the poor, feed the hungry, repair housing to shelter the poor, raised money and used it to give wheelchairs for the disabled.

My biggest reward is being privileged to stand with the Honor Guard for deceased Brothers and helping their families after they have passed on.

Standing Honor on Veterans' and Memorial Days highlights my commitment to the Patriotic Degree of our Order.

I have enjoyed this so much that I have shared it with over a hundred other Catholic men by recruiting them to become a Brother Knight.

Is this not our calling from Fr. McGivney? To share his vision of what a Catholic man should stand for? Should we not grow our Order by sharing what we stand for? We can only do this by being an active recruiter. Our parishes need new Knights, our communities need the Knights, and our families need new Knights for the future of our kids.

Will you join me and the other members of the Membership Team? Take a few minutes, stop a Catholic man leaving church, shake his hand, look him in the eye and tell him, "I am a member of the Knights of Columbus and would like YOU to join us." This simple act will help his family, his church and his community. It can be done but we need your help. We all must do our part to share the vision of Fr. Michael J. McGivney, the Venable Servant of God.

Things happen when we all make it happen. Let your Light Shine upon another.

Thoughts about Successful Membership Recruiting

To know where we are going we must remember our Mission. Just as Father McGivney personally asked men of his Parish to assist him in meeting the needs of his parishioners, so too must members of your council ask every eligible Catholic man to join your council and assist with meeting people's needs. As Supreme Knight Carl Anderson reminds us, "It is our moral obligation to invite every eligible Catholic man to join the Knights of Columbus."

Implementing Membership Recruitment and Retention Strategy

Begin implementing the membership recruitment strategy immediately after your election of officers. Your council's newly elected Grand Knight has the very important duty of appointing both the membership and the program directors.

The new Membership Director should work with the Grand Knight to appoint the Retention Committee Chairman and the knights that will serve on the Admission Committee.

Once the directors and committee chairs are appointed, complete and submit the Service Program Personnel Report #365 through Member Management no later than August 1st. The report can also be found on the Knights website at koqc.org/forms and in the Council Report forms Booklet #1436. Submitting this report allows the appointed directors and chairmen to begin receiving important information published by the Supreme Council and the Texas State Council. The Member Management Program is also used to report changes to committee chairmen during the year or by submitting a new Service Program Personal Report #365 with only the changed information.

Keys to Recruiting Success, Church Recruitment Drives

Share with members of your council the 10 Keys to Membership Recruiting Success #10233 and keep these tips in mind when recruiting a potential member:

- Talk about your positive experiences as a member and share your enthusiasm for your council.
- Convey a sense of enthusiasm, excitement and pride when talking about the great things your council accomplishes and the people your council helps.
- Make a good impression with the right attitude and body language. Maintain a positive attitude, smile often, avoid being negative, and always look the prospective member in the eye when talking to him.
- Talk to the prospective member along with his wife about the ways membership can benefit their family. Highlight how participation in your council's charitable endeavors can help a man grow in faith. Point out that many of your council's activities and programs, including the Insurance program and other benefits, are open to the member's entire family.
- Show unity when conducting a charitable service project. When members, their families and other volunteers wear Knights of Columbus branded apparel while conducting a charitable project, it identifies your council to the community and entices prospective members to inquire about joining your council.
- Ask men to join your council. Family, friends, co-workers and fellow parishioners represent recruitment opportunities – ask if they would like to join your Council.
- Approach recruiting in a different way. Ask a prospective member "Would you be interested in learning more about membership in our local Knights of Columbus Council?"
- What to say when the answer is "I don't have time". Be prepared with a simple answer. Tell them the amount of time they put in is completely up to them, and remind them of your council's family oriented activities.
- Promote your councils spirituality. Emphasize your council's involvement in the spiritual life of your Parish.
- Involve young people. Ask young men to join your council. Use targeted advertising especially social media, to reach younger prospective members.
- Follow-up with all prospective members in a timely manner. It is essential that follow-up communication, by personal contacts, occurs within a few days at the most.

Planning Membership Recruitment and Retention Strategy

Once your council's directors and chairman are appointed, the Grand Knight should call an organizational meeting. Invite your Financial Secretary, Council Chaplain, Program and Membership Directors, with their respective committee chairman, and other Council Officers to the meeting. Hold the meeting immediately after the appointment of the Committee Chairman and before August 1st. Set the groundwork for the entire fraternal year, planning your membership and insurance goals, budget, and calendar for social and service program events.

The membership portions of the organizational meeting should focus on the following:

- Reviewing the membership recruitment activities that were conducted in the past year. Analyze the reason for the success or failure of each project.
- Deciding on successful recruitment strategies to repeat in the current fraternal year and new strategies to implement.
- Setting a budget for each activity.

- Setting tentative dates for each activity, keeping in mind the Parish and community calendar.
- Preparing the list of agreed upon activities to present to the council for approval.
- Alerting the Public Relation Chairman of activity dates to ensure that the council's initiatives and events are communicated to the parish and community in a timely manner.
- Review with the Financial Secretary the Retention status plan, and the current standings of all members. Address members that might need contacting on their health and current needs before they fall between the cracks. Remember that the fraternal need of a Brother is one of the most important actions we can take.
- Also review with your Financial Secretary the list of Inactive Insurance Members and the Former members. The time and events in their lives may have changed and they are ready to come back into your council. A "Welcome Back Brothers Campaign" can also help your council meet its goal and assist these former Knights to come back.

Proven Membership Recruitment Strategies

In a survey, members were asked why they waited so long to join the Knights of Columbus. All too often the answer was "nobody ever asked me". With the right recruitment strategy in place, your council will ensure that every Catholic man in your parish has the opportunity to join your council. A direct result of recruiting is your council's ability to increase its charitable impact in your parish and community.

These recommendations are just ideas for a council to be positive in recruitment and retention. While we all want new Knights, we also have to make sure to help and keep the ones we have. These suggestions are meant to inspire your council into action. By recruiting new members, your council is continuing Father McGivney's vision and commitment of providing assistance to people in your parish and community.

Reward and recognize your recruiters. The Very Important Proposer program is a way to thank our Brothers who recruit a new or former member. The proposers are also the Brothers who see that the new knight gets involved and moves forward in his Degrees.

Project Recovery

When the Late Bob Parsons became State Deputy of the Texas State Council back in 1959 to 1961 he was more concerned with the troublesome internal problem of membership losses. He not only wanted to stop the hemorrhaging, but also recover as many as possible of the lapsed members. By studying the numbers over the 18 year period before 1960 he found the Order in Texas had lost some 20,000 members during this period from causes other than death. Brother Parson set about going after our lost Brother under a program he called "Project Recovery" which was implemented during his term. It was not the large success he wanted but in 2 years they brought back 686 Brothers back to our Order. We need to do this program again.

As of May of 2019 Texas has 41,400 former Knights in our jurisdiction along with 4,639 inactive insurance members. Just think if we were able to bring back 10% of these former Knights. That would mean we could add 4,583 to the Texas State Council. I know that some cannot comeback as they have left the Church or do not meet the practical Catholic status. But some could be ready if we asked them to rejoin our Brotherhood. The time could be right and you will get a plus on your intake and if they are inactive insurance they will get a plus, plus for your council. We are supplying each Diocesan Deputy the "List" of contact info on these former Brothers and we are asking you to look it over and try to recover our former Knights.

E-membership Program

In Texas, as of June 4, 2019 we have had 343 men become members of the Knights of Columbus in 2018-2019. Upon applying they are asked if they know of or are interested in the council near their location. If they show they wish to join your council, information will be sent to your council through the Member Management program on a new tab labeled Prospect. If they do not know about your council we will pass the info down to your council to approach these men to convert into a council. I was very concerned when this program came out in late March but it is working to grow the Order. Once again some of these men joined online because we did not approach and invite them. Whatever the reason let's get these online Knights to become a council Knights. You and your Financial Secretary will be hearing more about this new program. Once again we gain a Knight. Maybe we should accept any help we can get?

As the Grand Knight or District Deputy we must have our councils grow with new Knights. We all have the love of the Knights of Columbus in our hearts. We must share this love with our fellow Catholic men by bringing them into the Knights of Columbus.

We are here to help and support your success.

The Texas State Councils Membership Team

Bill Elliott, Membership Director

Tom Oaks, Recruitment Chairman

Tom Watters, Membership Drives and Blitz Chairman

Dennis Trainor, Retention Chairman

Phil Apgar, Ceremonial Chairman

Fred Guillory, Membership Committeeman

Brad Meyer, Membership Tracking & Reports

Joe Rodriguez, Master of the Sword

MEMBERSHIP RETENTION – Dennis Trainor, Chairman

A simple question – why do we look upon retention the same as our families look upon 'Uncle Harry'... You know Uncle Harry, the one relative that no one wants to acknowledge. The family member that we try to hide from the public because he is an embarrassment, or has other issues that are not in line with our own family values or designs.

For so many years, Retention has always been viewed, like Uncle Harry, in a REACTIONARY mode. It's one of those tasks that no one really wants to tackle, because it does go against our mantra of being a Fraternal Organization.

BUT, there is a solution! Make Retention PRO-ACTIVE and not RE-ACTIVE.

That will be the focus this fraternal year from July 1 and moving forward. From the moment a PROSPECT is encountered, the retention process needs to begin. To that end, encouragement needs to go to the councils to assist them in adopting this attitude of retaining brothers.

- Council admission committees need to properly vet prospects.
- Prospects need to be afforded the Admission's Degree A.S.A.P.
- Once a member, the council NEEDS to ensure the new brother feels welcomed and engaged – but not overwhelmed:
 - A council welcome pack
 - Promote the Shining Armor Award
 - Provide the new member with a 'mentor' to ease him into the council
 - Explain how his dues are distributed and its importance to the Order.
 - Introduce the new member to the Program Directors and have them explain what the programs are – and more importantly - invite the new member to participate.
- Promote the Insurance Program – not just to new members but to Associate members as well.
- Encourage the 1st Degree members to pursue advancement to the Formation & Knighthood Degrees.
- Encourage 3rd Degree members to pursue council office and directorships.
- Promote the 4th Degree.

A 4th Degree Insurance member is one that rarely has issues with 'retention'. Same holds true for a 3rd Degree Insurance member.

Now comes the more difficult part of this process. YOU as District Deputies, Council Grand Knights and Financial Secretaries, Council Membership and Program Directors need to do one very important thing...

ASK FOR ASSISTANCE

The State Membership, Programs, Education & Training Committees are here for you and WANT you to succeed.

TEXAS PROPER BILLING PROCEDURES INCLUDING USE OF THE NOTICE OF INTENT TO RETAIN

A vitally important plan of financial welfare for the council is the collection of dues and per capita assessments from members. The Grand Knight and Trustees should, therefore, always be certain the following retention process is followed:

Please note that Financial Secretaries should use the Member Management and Member Billing applications, located in the Secure Officers Online area of www.kofc.org to perform the tasks listed in this section. Instructions, recorded webinars, and help are available within the online application. The State also offers real time instruction from the FS Trainers. Check with Diocesan Deputies for specific training dates.

1. The Financial Secretary mails the First Notice 15 days before the billing period to each member.
2. If payment has not been received in 30 days, the Financial Secretary mails the membership bill Second Notice.
3. If payment is not received within 30 days from the date of the Second Notice, the Financial Secretary will provide names, addresses, phone numbers, other pertinent information and amount due for each member in arrears to the Retention Committee for personal follow up.

The committee should include, but is not limited to, the Retention Committee Chairman (as reported on the Service Program Personal Report-Form 365), the Trustees, the Chancellor, and the proposer, if available. (NOTE: The Financial Secretary CANNOT be a member of the Retention Committee.)

The Retention Chairman shall assign a member of the Retention Committee to discuss any personal situations prohibiting payment or participation. This contact is not meant to be for Bill collection. It is to ascertain the status of the brother.

The Retention Chairman will notify the Grand Knight of the results of the contact. If directed, the Financial Secretary forwards a Knight Alert letter to the delinquent member, signed by the Grand Knight after the Retention Committee has done their work.

NOTE: The Retention Committee should make use of various methods, including internet search engines, in its attempt to locate the member if unreachable due to non-current address and/or phone.

The Committee members provide a written report of their findings to the Retention Chairman.

The Retention Committee Chairman then compiles a report on all members in arrears to be presented to the Grand Knight who will present the findings at the next Officers Meeting to determine if the members are to be suspended or need assistance. Personal financial difficulty is not a sufficient reason for suspension.

If the member is experiencing financial difficulty, the Retention Committee can recommend to the Grand Knight that he advise the Financial Secretary to accommodate the member for a payment plan or other financial arrangement that is acceptable to the council.

The Form TX1845A Texas Membership Conservation Report will be prepared with all available information including details of all attempted and actual contacts with the member. The Form TX1845A is signed by the Grand Knight, Financial Secretary, Council Retention Chairman and District Deputy. The form will be prepared with copies made for distribution:

Form TX1845A distribution list:

District Deputy

State Retention Chairman

Council Files

This form does NOT go to Supreme

4. If after 15 days of sending the Knight Alert the member still has not paid his dues or no satisfactory arrangement has been made, the Notice Of Intent to Retain (Form 1845 if not using Member Billing) is prepared by the Financial Secretary and countersigned by the Grand Knight.

Copies are sent via electronic email or postal service to:

1. Member
2. Membership Records at Supreme (this will generate the Conservation Listing Report)
3. State Retention Chairman (forms@tkofc.org)
4. District Deputy
5. Council Records

The Supreme Knight will mail a personal letter to the delinquent member to convey the Supreme Knight's interest in having the member retain his "good standing" status.

The State Retention Chairman, on behalf of the State Deputy will have the responsibility of monitoring the Conservation Listing Report for the State that is posted each Saturday morning on the Supreme web site in the Officers Online area.

The District Deputy has the responsibility of monitoring the Conservation Listing Report for his specific District. This report is posted each Saturday morning on the Supreme website in the Officers Online area. The members needing to be contacted will be listed by council. The District Deputy personally contacts the delinquent member to discuss the nonpayment situation. In the course of the visit, suggestions as to possible solutions should be recommended and the District Deputy will volunteer to assist the member, if the need exists.

The District Deputy determines whether personal contact has been made by the council. The response and reaction received from the delinquent member is recorded on the Form TX1845A Membership Conservation Report.

5. If the delinquent member does not meet his obligation or arrange a satisfactory payment schedule within 60 days following processing of the of Notice Intent to Retain, then the council may file a membership document (Form 100), indicating suspension. Both the Grand Knight and Financial Secretary SHALL sign the form prior to filing the Form 100 with the Supreme Council. The Supreme Council office will not process the suspension unless a Notice Intent to Retain has been on file for the required 60 days.

6. The Notice of Intent to Retain becomes null and void 90 days following the date it is recorded at the Supreme Council office. After the 90-day period has elapsed, the form will be removed from the file under the assumption the council has been successful at retaining the member.

7. If, subsequently, the member on whom the council previously filed a Notice of Intent to Retain again becomes delinquent, the entire billing/retention process must be re-implemented as described herein.

It is the duty of the District Deputy to make certain that the Financial Secretaries and Retention Committees carry out these procedures for each Council in his district. Using Form TX1845R Review of Suspension Request, will assist in the compliance of the council with Supreme and State Requirements.

It is the State Deputy's responsibility to ensure that the State Membership Director, the State Retention Chairmen and the District Deputy follow the retention procedures.

Rev July 2018

TEXAS PROPER BILLING PROCEDURES INCLUDING USE OF THE **NOTICE OF INTENT TO RETAIN**

A vitally important plan of financial welfare for the council is the collection of dues and per capita assessments from members. The Grand Knight and Trustees should, therefore, always be certain the following billing and retention processes are followed:

Please note that Financial Secretaries should use the **Member Management** and **Member Billing** applications, located in the Secure **Officers Online** area of www.kofc.org to perform the tasks listed in this section. Instructions, recorded webinars, and help are available within the online application. The State also offers real time instruction from the FS Trainers. Check with Diocesan Deputies for specific training dates.

1. The Financial Secretary mails the **First Notice** 15 days before the billing period to each member.
2. If payment has not been received in 30 days, the Financial Secretary mails the **Second Notice** to the members who have not submitted their dues.
3. If payment is not received within 30 days from the date of the **Second Notice**, the Financial Secretary will provide names, addresses, phone numbers, other pertinent information for each member in arrears to the Retention Committee for personal follow up.

The committee should include, but is not limited to, the Retention Committee Chairman, as reported on the **Service Program Personnel Report (Form 365)**, the Trustees, the Chancellor, and the proposer, if available. (NOTE: The Financial Secretary **CANNOT** be a member of the Retention Committee.)

The Retention Chairman shall assign a member of the Retention Committee to discuss any personal situations prohibiting participation or payment. This contact is **not meant to be for Bill collection**. It is to ascertain the status of the brother.

NOTE: The Retention Committee should make use of various methods, including internet search engines, in its attempt to locate the member if unreachable due to non-current address and/or phone.

The Committee members provide a written report to the Retention Chairman using the **Texas Membership Conservation Report** that should include the details of all attempted and actual contacts with the member.

The Retention Committee Chairman then compiles a report on all members in arrears to be presented to the Grand Knight who will present the findings at the next Officers Meeting to determine if the members are to be suspended or need assistance. **Personal financial difficulty is not a sufficient reason for suspension.**

If the member is experiencing financial difficulty, the Retention Committee can recommend to the Grand Knight that he advise the Financial Secretary to accommodate the member for a payment plan or other financial arrangement that is acceptable to the council.

The form will be prepared with copies made for distribution:

Texas Membership Conservation Report distribution list:

- District Deputy
- State Retention Chairman
- Council Files

This form does NOT go to Supreme

If directed by the Grand Knight, the Financial Secretary forwards a ***Knight Alert Letter*** to the delinquent member with the Grand Knight's signature.

4. If after 15 days of sending the ***Knight Alert Letter*** the member still has not paid his dues or no satisfactory arrangement has been made, the ***Notice Of Intent to Retain (Form 1845*** if not using Member Billing) is prepared by the Financial Secretary and countersigned by the Grand Knight.

Copies are sent via electronic email or postal service to:

- Member
- Membership Records at Supreme (this will generate the ***Conservation Listing Report***)
- State Retention Chairman (forms@tkofc.org)
- District Deputy
- Council Records

The Supreme Knight will mail a personal letter to the delinquent member to convey the Supreme Knight's interest in having the member retain his "good standing" status.

The State Retention Chainman, on behalf of the State Deputy will have the responsibility of monitoring the ***Conservation Listing Report*** for the State that is posted each Saturday morning on the Supreme web site in the **Officers Online** area

IF A COUNCIL SUBMITS THE NOTICE OF INTENT TO RETAIN TO SUPREME PRIOR TO THE STATE RECEIVING THE TEXAS MEMBERSHIP CONSERVATION REPORT, STATE WILL REQUEST TO SUPREME, THAT THE COUNCIL MEMBERS BE RETURNED FOR REASONS OF NOT PERFORMING DUE DILIGENCE
(This measure allows for a pro-active position by state rather than a re-active position). Once State receives the ***Texas Membership Conservation Report***, the council can resubmit the ***Notice of Intent to Retain***.

The District Deputy has the responsibility of monitoring the ***Conservation Listing Report*** for his specific District. This report is posted each Saturday morning on the Supreme website in the **Officers Online** area. The members needing to be contacted will be listed by council. The District Deputy personally contacts the delinquent member to discuss the nonpayment situation. In the course

of the visit, suggestions as to possible solutions should be recommended and the District Deputy will volunteer to assist the member, if the need exists.

The response and reaction received from the delinquent member is recorded on the *Texas Membership Conservation Report* and returned to the State Retention Chairman.

If the delinquent member does not meet his obligation or arrange a satisfactory payment schedule within **60 days** following processing of the of *Notice Intent to Retain*, then the council may file the *Membership Document (Form 100)*, indicating suspension. Both the Grand Knight and Financial Secretary SHALL sign the form prior to filing the *Membership Document* with the Supreme Council. The Supreme Council office will not process the suspension unless a *Notice of Intent to Retain* has been on file for the required 60 days.

NOTE: The council does not have to submit a Membership Document for each member – only those to be suspended.

5. The *Notice of Intent to Retain* becomes null and void 90 days following the date it is recorded at the Supreme Council office. After the 90 day period has elapsed, the form will be removed from the file under the assumption the council has been successful at retaining the member.

6. If, subsequently, the member on whom the council previously filed a *Notice of Intent to Retain* again becomes delinquent, the entire billing/retention process must be re-implemented as described herein.

It is the duty of the District Deputy to make certain that the Financial Secretaries and Retention Committees carry out these procedures for each Council in his district. Using the *TSC Review of Suspension Request*, will assist in the compliance of the council with Supreme and State Requirements.

It is the State Deputy's responsibility to insure that the State Membership Director, the State Retention Chairmen and the District Deputy follow the retention procedures.

The Goal is to RETAIN, Not Suspend

Rev July 2019

TEXAS PROPER BILLING PROCEDURES

PURPOSE AND NECESSITY

As of July 1, 2019 there are 823 councils in 212 districts in the State of Texas comprising over 109,000 brother knights. In a perfect world, all 109,000 brothers would be dues paying, program active, charity minded members who are unified in professing our fraternal strength.

The reality is that many councils have members who no longer are active, or regularly pay their dues or adhere to the ideals of our principles of charity, unity and fraternity. The council is the ground floor for knowing its members and which brothers have fallen by the wayside in their responsibilities to the order.

For those brothers who are no longer with us – the Financial Secretary only needs to fill out that portion of Member Management that has the death information. Members who die are NOT counted against a council's membership quota.

Those brothers who have lost or given up on their catholicity commitments, with the assistance of a priest or chaplain, can be removed by submitting a **Membership Document** stating suspension for no longer being catholic (attach clergy letter for proof).

In like fashion, should a brother go afoul of the law and be convicted of a felony, he too can be removed via the **Membership Document** with proof of his conviction – The State Advocate also must be made aware of this. These last two instances do not count against a council's membership quota.

All other instances regarding suspension or withdrawal of a member will affect the membership and insurance quotas of the council. These also will affect the quotas placed on State by Supreme. To that end, State needs to know that all avenues are being pursued to retain a brother knight rather than suspending him. The **Texas Proper Billing Procedure** was instituted to ensure the councils are performing their due diligence in this retention process. The process is not meant to 'punish' councils who wish to suspend a brother, but rather to give guidance and assistance to work with keeping the brother on the active rolls.

In years past, non dues paying members were often looked upon with less than charitable fraternal eyes. State had the option of selecting certain brothers off the previous suspension lists because of certain criteria (see below). However, with the advent of the computer programs for tracking members, Supreme has taken that aspect of retention from the hands of State. For council's submitting their **Notice of Intent to Retain** letters to Supreme, it is an all or none for State to either accept or deny the suspensions to Supreme.

For this reason, State needs to know that all has been done to retain the member BEFORE the information is sent to Supreme. That is why State is requiring the ***Texas Membership Conservation Report*** be submitted to State before the ***Notice of Intent to Retain*** is submitted to Supreme. It is also the reason that councils are urged NOT to submit the ***Membership Document*** with the ***Notice of Intent to Retain***.

As is often stated, the goal is to RETAIN not suspend. The attitude towards this objective needs to focus on who we are as knights – with an eye towards **charity** and especially **fraternity**. The following are some of the issues that State reviews and wants councils to recognize as instances where retention needs to be both charitable and fraternal:

- Insurance members (suspended insurance members stay on the roster as Inactive)
- Honorary & Honorary Life members
- Fourth Degree Sir Knights
- Brothers over 60 years of age (or those on fixed incomes)
- Brothers with 20 or more years of continuous service.
- Brothers who may be eligible for a transfer to another council
- Brothers who may be eligible for a disability waiver (especially military)
- Brothers with less than 5 years service & still 1st Degree

Other instances that a council can exercise fraternal charity to a brother:

- Financial difficulties (loss of income or heavy expenses)
- Medical issues (again look towards disability waiver, even if temporary)
- Mobility issues (brother needs to be visited – not suspended)
- Amnesty of past dues (especially if a brother commits to becoming active)
- If past dues are mandated – assess only the Supreme & State per capita (\$12.50)

Councils are encouraged to expand the box. To look outside of their own programs and not only see what else is going on, but to share what they do with others. ***It takes members to provide active programs – and it takes programs to attract members.***

Use the **Texas Knight**, the **Columbian Magazine**, and the **State Council Service Programs Awards** to showcase what YOUR council is doing. Evangelizing your programs may keep other councils from re-inventing the wheel, or to give others new ideas...

Viva Jesus !

Vivat Christo Rey!

TEXAS MEMBERSHIP CONSERVATION REPORT

Page ____



Council: _____ District: _____ Diocese: _____

Name: _____ Memb #: _____ Address: _____ Phone: _____

Remarks & Comments

Date: _____ Retention Committeeman: _____

Date: _____ Retention Committeeman: _____

Date: _____ Retention Committeeman: _____

Fraternal Issues to Consider with this Brother

- ☐ Is the Brother an Insurance Member?
- ☐ Is the Brother a Life or Honorary Life Member?
- ☐ Is the Brother a Fourth Degree Member?
- ☐ Is the Brother older and on a fixed income?
- ☐ Has the Brother been in the Order for more than 20 years?
- ☐ Is the Brother eligible for a Disability Waiver?
- ☐ Is the Brother no longer living in proximity to the council & can be transferred?
- ☐ Has the Brother been active in Council Programs in the past?
- ☐ Is the Brother aware of the new direction the Order has taken with Faith in Action?

Upon completion:

1. **Must include Financial Secretary Information**
2. Email (or mail) to the State Retention Chairman
3. Email (or mail) to the District Deputy
4. Keep a copy for the Council's Records

State Retention Chairman:

Dennis M. Trainor
Cell: 713-376-1945
Email: kcdennist@yahoo.com

Texas Membership Conservation Report Rev: 07-01-2019

On my honor as a Catholic Gentleman, I do swear the information shown above is correct to the best of my knowledge.

Financial Secretary

Name:

Cell:

Email:

TEXAS MEMBERSHIP CONSERVATION REPORT


1. The **Texas Membership Conservation Report** is in compliance with the Supreme Council's requirement whereas "the committee member will provide a written report of his findings to the Grand Knight". The committee member referenced here is a member of the Council Retention Committee appointed by the Grand Knight. (refer to Step #3 of the PROPER BILLING PROCEDURES in the Financial Secretary handbook).
2. A member of the Retention Committee must contact the delinquent member in person, explaining his benefits and attempting to save the member. ***Financial difficulty is not a valid reason for suspension.***
3. Councils having incomplete audits or not submitting an audit for the past two consecutive and most recent audit periods CANNOT suspend a member.
4. Councils not submitting their **Service Program Personnel Report (Form 365)** with a copy to the State Office CANNOT suspend a member.
5. Councils having submitted their **Service Program Personnel Report** but failing to identify a council Retention Chairman CANNOT suspend a member.
6. Councils that have been suspended for failure to pay their Supreme Per Capita assessments CANNOT suspend a member.
7. The **Notice of Intent to Retain** must be signed by the council Grand Knight and the council Financial Secretary before submitting it to the Supreme Council Membership Records department. A copy must be submitted to the District Deputy and the State Retention Chairman.

STATE RETENTION CHAIRMAN	
Dennis Trainor 9911 Sunstone Point Dr Rosharon, Tx. 77583	(713) 376-1945 (c) kcdennist@yahoo.com

Texas Membership Conservation Report

Purpose and Necessity

Replaces the previous Form TX1845-A. Is now a 'fillable' PDF file with 1 member per page instead of 5. Removes signature lines and replaces with FS contact information.

TEXAS MEMBERSHIP CONSERVATION REPORT		Page ____
		
Council Information Council: _____ District: _____ Diocese: _____		
Member Information Name: _____ Memb #: _____ Address: _____ Phone: _____		
Remarks & Comments		Contact Information
Date: _____ Retention Committeeman: _____		
Date: _____ Retention Committeeman: _____		
Date: _____ Retention Committeeman: _____		
Fraternal Issues to Consider with this Brother		
<input type="checkbox"/> Is the Brother an Insurance Member?		Fraternal Questions for Consideration
<input type="checkbox"/> Is the Brother a Life or Honorary Life Member?		
<input type="checkbox"/> Is the Brother a Fourth Degree Member?		
<input type="checkbox"/> Is the Brother older and on a fixed income?		
<input type="checkbox"/> Has the Brother been in the Order for more than 20 years?		
<input type="checkbox"/> Is the Brother eligible for a Disability Waiver?		
<input type="checkbox"/> Is the Brother no longer living in proximity to the council & can be transferred?		
<input type="checkbox"/> Has the Brother been active in Council Programs in the past?		
<input type="checkbox"/> Is the Brother aware of the new direction the Order has taken with <i>Faith in Action</i> ?		
Distribution List	Upon completion:	
	1. Must include Financial Secretary Information	
	2. Email (or mail) to the State Retention Chairman	
	3. Email (or mail) to the District Deputy	
State Ret Contact	4. Keep a copy for the Council's Records	
	State Retention Chairman: Dennis M. Trainor Cell: 713-376-1945 Email: kcdennist@yahoo.com	
	On my honor as a Catholic Gentleman, I do swear the information shown above is correct to the best of my knowledge.	
	Financial Secretary Name: _____ Cell: _____ Email: _____	
		FS Contact Information

Texas Membership Conservation Report Rev: 07-01-2019



Texas State Council Review of Suspension Request

Council Number _____
Council Location _____
Council Diocese _____
Date: _____

Council Grand Knight _____
Council Financial Secretary _____
Council Retention Chairman _____
District Deputy _____

Yes	No	Don't Know	DESCRIPTION
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1. Is the Council current with its Supreme Per Capita (not on suspension)?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2. Was the Service Program Personnel Report (Form 365) received by Supreme and State?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3. Was the Retention Chairman identified on the report? (Supreme will reject the report if no Retention Chairman identified)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	4. Were the last two Semiannual Council Audit Reports (Form 1295) received by the Supreme Council and State?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	5. Did the last audit report list the number of delinquent members & amount in arrears?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6. Was the Texas Membership Conservation Report submitted to the State Retention Chairman?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	7. Was personal contact with the member(s) verified? (Additional documentation may be required)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	8. Was the Notice of Intent to Retain report sent to Supreme with copies to the State Retention Chairman and Council Insurance Field Agent?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	9. Were the Texas Proper Billing Procedures followed correctly?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	10. Was the member(s) offered amnesty or a Disability Waiver?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	11. Does the member(s) meet requirements for Honorary or Honorary Life Membership?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	12. Has the council suspended other members this fraternal year? How many? <input type="text"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	13. Has the council recruited new members this fraternal year? How many? <input type="text"/>
			21. Other _____



Review of Suspension Request (updated 07/01/19)

Texas State Council

Review of Suspension Request

Purpose and Necessity

This form is to be used by the District Deputies (or councils) to assist them in making sure that all the efforts have been done to follow and comply with the ***Texas Proper Billing Procedures***. It is for DD and Council use only – do not submit to State.

Texas State Council Review of Suspension Request

Council Number _____

Council Location _____

Council Diocese _____

Date: _____

Council Grand Knight _____

Council Financial Secretary _____

Council Retention Chairman _____

District Deputy _____

	Yes	No	Don't Know	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1. Is the Council current with its Supreme Per Capita (not on suspension)?
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2. Was the <i>Service Program Personnel Report (Form 365)</i> received by Supreme and State?
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3. Was the Retention Chairman identified on the report? (Supreme will reject the report if no Retention Chairman identified)
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	4. Were the last two <i>Semiannual Council Audit Reports (Form 1295)</i> received by the Supreme Council and State?
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	5. Did the last audit report list the number of delinquent members & amount in arrears?
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6. Was the <i>Texas Membership Conservation Report</i> submitted to the State Retention Chairman?
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	7. Was personal contact with the member(s) verified? (Additional documentation may be required)
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	8. Was the <i>Notice of Intent to Retain</i> report sent to Supreme with copies to the State Retention Chairman and Council Insurance Field Agent?
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	9. Were the <i>Texas Proper Billing Procedures</i> followed correctly?
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	10. Was the member(s) offered amnesty or a Disability Waiver?
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	11. Does the member(s) meet requirements for Horary or Horary Life Membership?
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	12. Has the council suspended other members this fraternal year? How many? <input style="width: 50px;" type="text"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	13. Has the council recruited new members this fraternal year? How many? <input style="width: 50px;" type="text"/>
	21. Other _____			

Review of Suspension Request (updated 07/01/19)

**Demographic
Information**

**Administrative
Issues**

**Member Contact
Information**

**Submission
Check List**

**Fraternal
Consideration**

**Retention &
Recruitment**

The Goal is to RETAIN, Not Suspend

CEREMONIALS - Phillip E. Apgar, Chairman

Admission Degrees

Texas will have it's best year yet and this Fraternal Year will be it! We strongly encourage each District Deputy to either schedule and host one Admission Degree each month in his District or participate in a Degree hosted nearby. The more Admission Degrees you schedule, the harder your Brother Knights will recruit to get the candidates to the scheduled degree. Advertise the scheduled Admissions Degrees on your Diocesan website, through email to other District Deputies and to your Councils during your monthly visit. Hold it and they will come! Each District should strive to be recruitment active every month, and if every District is recruitment active with an average of three new members per District each month, the membership goal will be easily met.

Please ensure candidates are escorted to a degree, that the escort has the candidates properly completed Form 100, that their dues have been paid and bring the Admission Degree Kit for the Candidate. Unescorted candidates put the Degree Teams in a very uncomfortable spot when they are trying to be welcoming to new members but none of the necessary paperwork is complete and no one is available who knows the candidate. As always, the Form 450 must be filed immediately following the Admission Degree by the District Deputy, or the Degree Team Captain, or the Financial Secretary of the Council or by anyone appointed by the Grand Knight of the Council to do so.

Admission Degree Honorees

When conducting Admission Degrees, the exemplifications should be dedicated in honor or in memory of a member of our clergy.

The following recommendations are provided:

- July and August - Venerable Father Michael J. McGivney
- September and October - Supreme Chaplain
- November and December - Council Chaplain
- January and February - Parish Pastors and All Clergy
- March and April - Pope Francis
- May and June – Bishops

Formation and Knighthood Degrees

Formation and Knighthood Degrees "Major Degrees" should be scheduled at least six months in advance of the agreed upon date for the degree, and as soon as possible after the start of each Fraternal Year on July 1. A Major Degree is a big event for Councils to host, so advanced scheduling and planning are necessary for a successful Major Degree. It all begins with you as District Deputy, so consult with your Diocesan Deputies, your Grand Knights and even your Fourth Degree Masters to coordinate and make sure that major degrees are held in advance of Fourth Degree exemplifications. When the date is set, use the Major Degree Request Form.

Major Degree Request Form

1. Contact the Captain of the Major Degree Team that you prefer to conduct the degree, and mutually agree on an acceptable date. If necessary in your Diocese, get the approval of the Diocesan Deputy prior to contacting the Captain of the Major Degree team.
2. Contact the Grand Knight of the council that will host the Major Degree and be sure the facilities are adequate to host a Major Degree. Also make sure that the Grand Knight and Financial Secretary of the council is aware of the cost of the Major Degree. The Captain of the Degree Team should verify the team expense prior to the actual exemplification.
3. Fill out a Major Degree Request Form and mail it to Ceremonials Chairman Phil Apgar, 2908 Stanford Drive, Flower Mound, TX 75022, or scan a completed form and attach it to an email and email it to skpa@tx.rr.com.
4. If necessary, contact the Ceremonials Chairman for assistance when filling out the Major Degree Request Form at 469-964-6358 or 972-539-6279
5. The Major Degree Request Form is available upon request from the Ceremonials Chairman, or from the state website at <https://www.tkofo.org>, then scrolling to the bottom of the first screen, on the right side, under Downloads, click Texas State Council Forms and the Major Degree Schedules are the first item you will see, followed by the Major Degree Request Form in both Excel and fillable pdf format.
6. For an exemplification that requires the Major Degree Team to stay overnight, the host District Deputy and the host Council are responsible for the team's supper during the evening prior to the day of the Major, breakfast on the day of the Major Degree, and a meal following the Major Degree.
7. Contact the Conferring Officer approximately two weeks before a Major Degree with questions or needed directions.
8. Contact the Degree Team Captain for questions or needed directions.
9. Invite the local Color Corps in full regalia to participate in the Mass prior to the Major Degree.
10. District Deputies are responsible for completing and submitting the Form 450 via email to forms@kofo.org and forms@tkofo.org. A Form 450 needs to be completed separately for the Formation Degree and another one separately for the Knighthood Degree.

11. Each council will need to order a "Membership Medallion" for each of their candidates. (Supreme #30630 for English, Supreme #30632 for Spanish)
12. The Carolingian Crucifixes for the Formation Degree are supplied by the degree team at not cost to the Councils, and, the team is re-supplied with the Crucifixes based on the filing of the Form 450 by the District Deputy.

Patriotism is the fourth principle of our order. Patriotism is defined as devoted love, support, and defense of one's country.

After taking their third degree, brother knights in good standing are eligible to receive their fourth degree, the primary purpose of which is to foster the spirit of patriotism. Patriotism is defined as devoted love, support, and defense of one's country. Each 'degree' of the Knights of Columbus is associated with a particular virtue, the fourth being "Patriotism". Consequently, the 4th Degree is often known as 'The Patriotic Degree'. It was established in New York on 22 February, 1900.

The goals of the Fourth Degree may be summarized as the promotion of the ideals of Catholicism and Patriotism side by side in service to church and country. It takes courage to be part of an organization that stands firmly with the teachings of our Church, but sadly is often at odds with today's secular society. It takes courage to be part of an organization that stands for religious freedom and family values. It takes courage to be part of an organization that believes as our Church teaches that marriage is a sacramental union between one man and one woman, and that abortion is the murder of an innocent life. It takes a special courage to be a fourth degree member where your allegiance to our Church and our country becomes more visible, and more public. The fourth degree promotes and strengthens the patriotic spirit of civic community to educate its members and others, both in the teachings of Holy Mother Church and history of our nation.

The fourth degree of the Knights of Columbus is alive and well in Texas. But our work is not done. Now, as much as any time in our history, our Church needs us; our country needs us. We must be involved in the civic processes. We must work to support laws that protect our liberties, our values, and the rights of the innocent. Our strength is in our numbers. Our collective voice can help guide the direction of this country, but to do so, we must participate. More importantly-- no, most importantly-- we must continue to pray that the Holy Spirit guides our elected officials in their work.

Members of the fourth degree proudly serve the Country, glorifying God by serving our communities and nation as though Christ were the one being served. Members exhibit unwavering support of the Faith, unwavering to what is right and honorable, working to keep God in the civic arena, supporting pro-life at church, and defending laws that recognize the sanctity of life and true religious.

The Color Corp is an elective division of the Patriotic Degree that presents a visible reminder of our service to the community.

So today, I ask each of you to go back to your councils and encourage your members to "Complete the Journey". The 4th degree is the final step in your quest for full Knighthood in the Knights of Columbus. Come join us. Vivat Jesus!! Viva Christo Rey!! Our Lady of Guadalupe, Pray for Us.

FOURTH DEGREE AWARDS

Civic Award – This award is a tribute to the Spirit of Patriotism and National Pride exemplified by the assembly's program of activities by conducting four patriotic programs.

To Be A Patriot Award – Award annually recognizes the top three single best patriotic programs

UPCOMING 4TH DEGREE EXEMPLIFICATIONS

District 1: None Scheduled

District 2: October 2019 (Date to be Determined)

District 3: September 07, 2019 (Dallas, Texas)

District 4: September 07, 2019 (Proposed Date in Corpus Christi, Texas)

District 5: September 21, 2019 (Lubbock, Texas)

October 19, 2019 (Armadillo, Texas)

November 09, 2019 (El Paso, Texas)

District 6: None Scheduled

Texas State Council

Membership Awards

2019-2020

Award Name	Recipient	Award	Selection Criteria	Info Source
Recruitment	Recruiter	VIP Ink Pen	Recruit New or Former	Supreme VIP Report
Recruitment	Recruiter	TSC Cap	Recruit 5 New or Former	Supreme VIP Report
Recruitment	Recruiter	TSC Shirt	Recruit 15 New or Former	Supreme VIP Report
Recruitment	Recruiter	TSC Jacket	Recruit 20 New or Former	Supreme VIP Report
Recruitment	Recruiter	1 night Lodging at State Convention	Recruit 25 New or Former	Supreme VIP Report
Recruitment	Recruiter	TSC Ring	Recruit 50 New or Former	Supreme VIP Report
Recruitment	Recruiter	KofC Briefcase	Top Recruiter 1st Quarter in each Diocese , min. of 5	Supreme VIP Report
Recruitment	Recruiter	KofC notebook	Top Recruiter 2nd Quarter in each Diocese , min. of 5	Supreme VIP Report
Recruitment	Recruiter	KofC Briefcase	Top Recruiter 3rd Quarter in each Diocese , min. of 5	Supreme VIP Report
Recruitment	Recruiter	KofC notebook	Top Recruiter 4th Quarter in each Diocese , min. of 5	Supreme VIP Report
Recruitment	Recruiter	TSC Cap & Shirt	Top Recruiter in each New Council	Supreme VIP Report
Recruitment	Recruiter	1 night at TSC Convention 2 Banquet tickets	Top Recruiter in Texas by 4/20 Plus name in drawing pots	Supreme VIP Report
Council				
Recruitment	GK & M.D.	TSC Shirts	1st Quarter Top Council in each Diocese Net Gain 50% or more	Membership Report
Recruitment	GK & MD	KofC Notebook	1st Quarter-Council achieves 35% or its Net goal goal	Membership Report
Recruitment	GK & MD	Kof C. Briefcase	2nd Quarter Top Council by Diocese achieves 50% of Goal	Membership Report Membership Report
Recruitment	GK & MD	KC Duffle Bag	3rd Quarter Top Council by Diocese achieves 75% of Goal	Membership Report
Recruitment	GK & MD	KC Backpack	4th Quarter by Diocese-Net Top Council 100% of Goal	
Recruitment	GK & MD	TSC plaque	Membership Fast Start Council achieves 100% of Goal by 12/31/2019	Membership Report
Recruitment	Council	TSC Plaque	Top 5 Councils in % of Goal By Convention	
Recruitment	GK	TSC Jacket	Recruit 100 members between 7/1/19 - 6/30/20	Membership Report

Texas State Council

Membership Awards

2019-2020

Award Name	Recipient	Award	Selection Criteria	Info Source
District				
State Award	DD	TSC Shirt	DD with greatest % gain in each Diocesan Division for 1st Quarter, min. of 30%	Membership Report
State Award	DD	TSC Jacket	DD with greatest % gain in each Diocesan Division for 2nd Quarter, min. of 50%	Membership Report
State Award	DD	TSC Cap & Shirt	DD with greatest % gain in each Diocesan Division for 3rd Quarter, min. of 75%	Membership Report
State Award	DD	KofC briefcase	DD with greatest % gain in each Diocesan Division, for 4th Quarter, min. of 90%	Membership Report
State Award	DD	1 night room free TSC Convention	Top 3 highest net membership gain per Dio. Div. before 4/30/19	Membership Report
State Award	DD	TSC Ring	DD with Highest Annual Membership gain for year per Diocesan Division	Membership Report
Diocesan Awards				
	Diocese Chapter	\$150 Contribution to Diocese or Chapter	Achieve 35% of Goal by 9/30/2019	Membership Report
Recruitment	Diocese Chapter	\$200 Contribution to Diocese or Chapter	Achieve 65% of Goal by 12/31/2019	Membership Report
Recruitment	Diocese Chapter	\$500 contribution to Diocese or Chapter	Achieve 85% of Goal by 4/1/2019	Membership Report
Degrees Reported	District Deputy	1000 VIP Points	awarded for each form 450 submitted by DD reporting 1st, 2nd or 3rd Degrees	Form 450's submitted to forms@tkofc.org



Council Growth

Let Your Light Shine

Tony Fontanelli, Council Growth Director

The goal and mission of the Council Growth Team is to adhere to the vision of our Founder, Father Michael J. McGivney by promoting the establishment of a Knights of Columbus presence in every Catholic Parish.

This goal is to be achieved by the establishment of new councils in parishes where previously one did not exist, and to re-activate councils in parishes where there was a presence some time ago but not in recent years.

Additionally, it is the goal of the Council Growth Team to reduce the number of inactive and dormant councils in Texas by re-activating those councils wherever possible or by merging dormant councils and the members on their rosters who desire to remain Knights into active councils in the same geographic area. We also seek to retain all of our current active councils by working with them to ensure they stay current with their Supreme per Capita payments.

College councils are also a primary emphasis of the Council Growth Team. We seek to enlist 18 year olds leaving for college into the College Council on the campus of the university they will be attending. We increase exponentially the chances of keeping these young men in the Catholic faith if we can get them into a Knights of Columbus College Council, as well as grooming them as future Knights of Columbus leaders.

The Council Growth Team is also responsible for the submittal of Round Tables to Supreme in every parish where there presently is not a Knights of Columbus Council but where the opportunity for one may exist in the future. Round Tables are the foundation we build upon for the growth of Councils in Texas in the future.

In the pages that follow each of the chairmen in the areas above has provided additional details on how District Deputies and Council Officers and Members can be successful in establishing or retaining councils in their areas.

You are our “Boots on the Ground”. Without you and the hard work you put in each and every day, we cannot succeed or meet any of our goals.

Links to the Supreme Website Council Growth Forms are listed below. Forms may also be requested by emailing any of the Council Growth Team members or downloading them from the Texas State Website www.tkofo.org

When submitting New Council or Council Reactivation forms through us, be sure to email yourself and your District Deputy a copy, and also send a copy to forms@tkofo.org

Links to Supreme Website for Council Growth Forms www.kofo.org/un/en/membership/ncd/guideline.html (English) www.kofo.org/un/en/membership/ncd/guideline.html#ncd (Spanish)

New Council Development

James DeGhelder, Chairman

Council Growth is charged with guiding the growth and expansion of the Order. The dream of Father Michael J. McGivney was to have a council presence in every parish and that is our primary focus. The Knights of Columbus is making every effort to bring the benefits of membership to every Catholic gentleman through the New Council Development program. To accomplish this, members of the Council Growth Team can assist the Dioceses of the State to better facilitate the development, reactivation, and retention of Knights of Columbus Councils. A council presence in every parish and on every college and university campus is our goal and our commitment.

Follow these few helpful tips:

Hold monthly meetings with new members and transfers with updates on the progress and things that still need to be done.

DO NOT park new members in an existing Council. Keep new members active at business and planning meetings.

REMEMBER: Get as much done as you can before Advent and Lent. Not much happens during these two seasons.

For additional or more detailed information, please refer to the New Council Development Guidelines as published by the Supreme Office. The checklist at the end of this section is to be used by Diocesan and District Deputies. It is a quick guide to be used to monitor the progress of a new council or a reactivation. Please refer to this checklist whenever you are contacted by a State Officer, Major Director or Committee Chairman.

Council Reactivations and Mergers

Bill Tillotson, Chairman

william_tillotson@yahoo.com

817-690-0556

The reactivation process for a dormant council is like that of a new council. See table at end of this section for all steps required to reactivate. The chairman will help you work through these steps. Diocesan and District Deputies should be aware of barriers that arose for the potential reactivated council in the past. Awareness of these barriers and addressing them early on will help assure success.

The first step is to meet with the Pastor and Knights in the parish to determine the prospects for reactivating the council. Then the old roster should be worked through to determine if members want to remain in the reactivated council. The rest of the steps should be worked through as a team to help make the reactivation of the council a success. The roster must have 20 members to complete the reactivation process. The Council Growth and Retention Guidelines, Pages 20-25, detail the full process:

<http://www.kofc.org/un/en/resources/service/council/Reactivations.pdf>

Council mergers occur when a dormant council has no hope of reactivation, such as parish closure. Mergers allow the members of the dormant council to renew their full membership and have full fraternal benefits. Merging of councils requires contacting the membership of dormant council and working with Supreme to disposition these men. Contact the chairman for details of the process.

Council Reactivation Guidelines: <http://www.kofc.org/un/en/resources/service/council/Reactivations.pdf>

New Council Development

Checklist

1. Survey the Area
2. Contact the Pastor
3. **Submit Form 133 (see link below) Notice of Intent to Establish**
4. Forward Copy of Form 133 to Council Growth Director and New Council Development Chairman
5. Ask for Primary Language
6. Contact General Agent
7. Conduct Initial Recruitment Drive
8. Have a Committee Meeting
9. Have an Organizational Meeting
10. Conduct First Degrees (Must have minimum of 20 members in new council) **Submit Form 136 (see link below) Notice of Intent to Institute**
11. Conduct Elections
12. Submit Form 185
13. Submit Form 365
14. Appoint Financial Secretary, submit forms FS 101 and FS 103
15. Apply for Charter Submit Form 137
16. Follow up

Reactivations Checklist

1. Survey the Area
2. Contact the Pastor
3. **Submit Form 133 Notice of Intent to Reactivate**
4. Forward Copy of Notice of Intent to Reactivate to Council Growth Director and Reactivation Chairman
5. Ask for Primary Language
6. Contact General Agent
7. Review Current Membership Roster
 - a. Identify potential members
 - b. Identify potential drops
8. Conduct Initial Recruitment Drive
9. Have a Council/Committee Meeting
10. Have an Organizational Meeting
11. Conduct First Degrees (Must have minimum of 20 members in council and 5-10 new members)
12. Conduct Elections
13. Submit Form 185
14. Submit Form 365
15. Appoint Financial Secretary, submit forms FS 101 and FS 103
16. Submit letter for State and Supreme Per- Capita forgiveness to State Deputy
17. Follow up

Notice of Intent to Reactivate a Suspended Council: http://www.kofc.org/un/en/resources/service/council/Notice_of_Intent_Reactivate_Council.pdf

Parish Round Tables

Patrick Poskey, Chairman

When the Venerable Fr. Michael J. McGivney founded the Knights of Columbus in 1882, he envisioned that every Catholic gentleman age 18 and older would be offered the opportunity to enjoy the benefits offered by the Knights of Columbus. To take this charge one step further our Supreme Knight Carl Anderson expects to have a Knights of Columbus presence in every parish as we are considered to be the strong right arm of the Church. We have approximately 1,300 parishes and missions in the State of Texas. There are 813 chartered Knights of Columbus councils in the State of Texas. As you can see we do not have a Knights of Columbus council in each parish or mission. However, we can provide a Knights of Columbus presence in each parish and mission through the implementation of Round Tables.

'Living in service to all' is one of the most dynamic qualities of being a Knight of Columbus. A unique way for Knights to serve is by offering their assistance in parishes that do not have a Knights of Columbus council. Not only does this demonstrate to the parish priest that we are 'In Solidarity with Our Priests' but it proves to this priest that we are true to our word. If he knows about the Knights of Columbus, and even if he does not, it instills in him the difference a Knights of Columbus council can make if he had one in his parish. This is a two way street and a 'win - win' situation for the Knights of Columbus. This makes the Knights of Columbus a visible talent and an asset in the parish and community and instills in that parish priest the importance in having his own Knights of Columbus council within his parish. He in turn will instill in the men of his parish the importance of being a Knight of Columbus and as a result, our Order will grow and Texas will continue to increase its membership.

The Parish Round Table program is an easy and effective way for Knights to better serve the individual parishes, priests and to be the visible force for good in their communities. Round Tables establish a presence in sub-communities of a large single parish council, perhaps with a significant Hispanic or Vietnamese community, or communities of another nationality. The Round Table representatives are members of the sponsoring council, and are members of the parish establishing a Round Table with that member serving as the Parish Round Table Coordinator. In those situations where Round Tables have been successful and membership is growing, the Host Council, District Deputy, Diocesan Deputy and Council Growth Team should be evaluating the ability of the Round Table to grow into a full-fledged council.

The guidelines to establish a Parish Round Table are:

1. The Grand Knight decides which area parishes or parish sub-communities (Guadalupanas, Cursillistas, etc.) will be served.
2. The Grand Knight and his Officers make lists of council members who belong to those parishes or sub-communities.
3. Grand Knight informs members which parishes or sub-community will have a Round Table.
4. Grand Knight and chosen parishioner sets up a meeting with the Pastor or sub-community leader to offer help.
5. During the meeting, the Grand Knight and representative will explain how the Knights of Columbus can be of assistance and also needs to emphasize that this is not a "one and done" opportunity but a chance to provide on-going assistance.
6. If the Pastor or sub-community is not receptive to a Parish Round Table, the Pastor's decision is accepted, but the offer should be kept open in case things change.
7. If the Pastor or sub-community is receptive, the Grand Knight appoints one Parish Round Table Coordinator for each designated Parish or sub-community.
8. The Grand Knight completes the Report of the Parish Round Table Coordinator (Form 2629) and submits it to Supreme with a copy to the District Deputy and State Round Table Coordinator.
9. Communicate all Parish Round Table appointments to those involved and make announcements.

The Knights of Columbus 'Parish Round Table' guidelines are available for review and can be downloaded at:

http://www.kofc.org/un/en/resources/membership/roundtable_guidelines.pdf

Please take advantage of this booklet.

The Form to establish or reestablish a Parish Round Table is available at:

http://www.kofc.org/en/forms/council/roundtable_coordinators2629_p.pdf

<http://www.kofc.org/un/es/forms/council/2629-SOnline.pdf> (Spanish)

If you already have a Parish Round Table, please remember that Form 2630 must be completed and received by Supreme Council no later than June 30th of each Fraternal Year. The form may be printed and mailed to Supreme Council but it is preferred that you complete it on line:

http://www.kofc.org/un/en/forms/council/roundtable_report2630_p.pdf

<http://www.kofc.org/un/es/forms/council/2630-SOnline.pdf> (Spanish)

Please be patient as it may take a couple of minutes to download the form. This is a two (2) page form. Once completed, please remember to make the proper distribution of the form to insure you receive the proper credit. When emailing Form 2630 to the State Council, please email it to forms@tkofc.org. Thanks for your support.

If any of the links above do not operate by clicking on them, just "copy" the link and "paste" in your browser, hit enter and it should bring up the information. **Round Tables must be re-established every year by filing Form 2629 (Parish Round Table Coordinator).** Our goal is to

have all forms re-establishing Round Tables completed and submitted by 8/31 (normal due date is 9/30). New Round Tables may be submitted at any time during the fraternal year.

Council Retention

Tony Hernández, Chairman

The mission of our Council Retention program is to ensure that all councils in Texas operate in good standing with the Supreme Council. This is accomplished when all councils pay their per capita charges on time and in full. Our goal is for all Brother Knights to enjoy the fraternal and many substantial rewards for them and their families to which they are due as dues paying members of the Knights of Columbus. A few of these rewards are: Family Fraternal Benefits, Orphan Benefits, Member/Spouse Fraternal Benefit, Widow Benefits, and Scholarships.

That also means that all Brothers can participate in State events such as the Annual Convention, sports tournaments (golf, bowling, softball) and the Free Throw Contest so many of our youth and their families enjoy. Our Council Retention Chairman will inform the State Officers, State Directors, Diocesan Deputies and District Deputies which councils have not paid their Supreme per-capita. This information will be used to follow-up with respective councils. District Deputies should start expecting phone calls in August following the July billing and in February following the January billing.

As District Deputies and leaders on the State Council, your assistance in ensuring that all councils plan for and pay per capita bills from Supreme on time is essential. Please ensure your councils don't wait until the last minute to submit these payments. As a reminder, payments of Supreme per capita do not require a council vote. As an FYI, 28 additional councils were suspended for non-payment of per capita during the 2018-2019 fraternal year, with the resulting loss of fraternal benefits to their members.

Per Capita Reporting

Paul Bettge, Chairman

Per Capita is simply your Council's dues to Supreme Council and Texas State Council. You are obligated by the order's by-laws to pay your Council's per Capita from the money you collect from your members for your Council's annual dues. **To use the dues money you collect from your Brother Knights for anything other than paying per capita could be considered fraud.**

EXPLANATION OF SUPREME PER CAPITA BILLING

Supreme Council bills each Council \$ 4.50 per member per year. This amount includes \$ 3.50 per member for per capita charges (dues) and \$ 1.00 per member for Catholic Advertising. The invoices are sent in two separate billings as follows:

\$ 1.75 per capita + \$ 0.50 Catholic Advertising = \$ 2.25 per member billed on July 1 each year. Payment is due by October 10 of that year.

\$ 1.75 per capita + \$ 0.50 Catholic Advertising = \$ 2.25 per member billed on January 1 each year. Payment is due by April 10 of that year

Supreme Council does NOT include Honorary Life Members in this billing. The number of members in a Council as of July 1 of each year is used to determine the actual charges. Honorary Members, Disabled Members, and Inactive Insurance Members receive credits that effectively reduce the charges to \$0.00 (See Explanation of Credits below).

EXPLANATION OF STATE PER CAPITA BILLING

Texas State Council bills each Council \$ 8.00 per member per year. Invoices are sent to the Grand Knight and Financial Secretary on record for each Council by the end of July of each year. State per Capita must be paid by March 1 of each year. The number of members in a Council as of July 1 of each year is used to determine the actual charges.

EXPLANATION OF CREDITS

There is no charge for either Supreme or State per capita for Honorary Life Members. To be an Honorary Life Member you must be at least 70 years old with 25 consecutive years of service OR 50 years of consecutive service regardless of age OR an ordained priest or religious. Deacons are NOT included in this exception since they can work and be married.

Inactive Insurance Members are credited at \$ 9.00 per member by Supreme Council and with \$3.50 per member by State Council. The total credited is \$12.50 per member which is the amount charged for both Supreme (\$4.50) and State (\$8.00) per capita. Therefore, there is no net loss to the Council for Inactive Insurance Members.

Honorary Members are charged \$10.00 per year for their Council dues and credited with \$2.50 by State Council. This comes to a total of \$12.50 which is the amount charged for the combination of Supreme and State per Capita. Therefore, there is no net loss to the Council for Honorary Members as long as your Council collects the \$10.00 per year for Honorary Member dues.

BOTTOM LINE – Your Council is charged \$12.50 per REGULAR member per year for the combination of Supreme and State per Capita and Catholic Advertising.

COLLEGE COUNCILS – College Councils are charged \$4.00 per member for State per Capita.

SEMINARY COUNCILS – Seminary Councils are exempt from payment of State per Capita.

REACTIVATED COUNCILS – Upon request, Councils that are reactivated could be exempted from payment of overdue State per Capita by a vote of the Texas State Council Officers. They may also be exempted from payment of overdue Supreme per Capita after approval by the Supreme Council Board of Directors.

NEW COUNCILS – are exempt from payment of State per Capita for the first year of their formation.

WHAT HAPPENS IF MY COUNCIL DOES NOT PAY THEIR PER CAPITA?

Your Council will be suspended by Supreme Council if you do not pay your Supreme per Capita bill sent on July 1 by October 10 (90 days to pay). Your Council will be suspended by Supreme Council if you do not pay your Supreme per Capita bill sent on January 1 by April 10 (90 days to pay).

WHAT HAPPENS IF MY COUNCIL IS SUSPENDED BY SUPREME COUNCIL?

There are several things that happen when a Council is suspended by Supreme Council for non-payment of assessed per Capita including:

1. Your Council is not eligible for any awards including Star Council, Columbian Award, Founder's Award or Father McGivney Award.
2. Your Council members lose their rights to all automatic Fraternal Benefits awarded to members in good standing such as the automatic accidental death benefit for members and their spouses and the automatic death benefit if a child is stillborn or dies within 75 days of natural birth.

WHAT HAPPENS IF MY COUNCIL DOESN'T PAY THEIR STATE PER CAPITA?

Texas State Council does not have the power to suspend a Council. However, if you do not pay your State per Capita billed during July of each year by March 1, Texas State Council can and will do the following:

1. Council will not be allowed to seat delegates at the Texas State Convention.
2. Council will not be allowed to have a representative of the Council participate in the State Free Throw Contest.
3. Council will not be allowed to have a representative of the Council receive an Educational Grant from State Council.
4. Council will not be allowed to have representatives participate in State-sponsored athletic contests (golf tournament, bowling tournament, softball tournament, etc.).
5. Your Council is not eligible for any State Awards such as the Lone Star Award for Excellence or the Lone Star Award for Excellence with Distinction.

Hispanic Council Development

Jacob Gaona, Chairman

Carlos X Martinez, Assistant

It is no secret to anyone living in Texas of the importance of the Hispanic community to our Church and to the Knights. We've learned from the Bible that the Church is one body with many parts. That recognition suggests some nuances as to effective development of fully or predominantly Hispanic Councils. Some Hispanic Priests (or Priests of other nationalities for that matter) may not be familiar with the Knights. As an ice breaker, we recommend consideration of presenting them with a picture of Fr. McGivney and the book "Parish Priest". That may open the door for a conversation relating who the Knights are in the United States and how we can help them in their ministry.

As with starting any new council remember that experienced leadership is a learned responsibility and special care should be given to ensure that there are mentors for the Officers. Extra care in training and expectations for Officer roles would be appropriate. Recognition of the special importance of family in this community and in the development of programs may also enhance the chances of developing a vibrant council. One last thought might be to consider multilingual opportunities at large gatherings of Knights. An example would be doing one of the readings in Spanish (or another language if appropriate) at a Corporate Communion. We're hoping to secure some Diocesan Hispanic Council Development Assistants so that we have helpers near you! Our Hispanic Council Chairman and his Assistant also stand ready to offer advice, counsel and support. All you have to do is reach out and ask for help.

Notice of Intent to Establish a Council - <http://www.kofc.org/un/es/forms/council/133.pdf>

Notice of Institution of a Council - <http://www.kofc.org/un/es/forms/council/136.pdf>

Application for Council Charter - <http://www.kofc.org/un/es/forms/council/137.pdf>

College Councils

Tony Martin, Chairman

The mission of the Knights of Columbus College Council Program is to promote the moral, intellectual and spiritual development of the future leaders of civil society, the Order, and the Church through witness to the Gospel and dedication to the principles of Charity, Unity, Fraternity and Patriotism.

Our objective for College Councils is to foster excellence and growth in established councils, and to expand our reach by establishing Round Tables or councils on college campuses where a Knights of Columbus presence does not yet exist.

What works for most Parish councils doesn't necessarily work for college councils – so those leaders working with college councils need to be flexible and aware of the unique opportunities and challenges that exist on a campus.

Our support for these councils must help these young Knights become leaders in their current councils, be accepted and supported by surrounding councils, and ensure they are schooled in the requirements to succeed in the Knights of Columbus.

As these young Knights graduate and transition to job market and perhaps a new city, we need to facilitate an easy transition for them to a council in their new location, and welcome them when they arrive. Their youth and vitality can be a source of refreshing energy and passion for the welcoming council.

If any Diocesan Deputy or District Deputy needs help with any aspect of a College Council, our College Council Chairman and his colleagues stand ready to help.

A number of opportunities and resources are available exclusively to College Councils. The Supreme Council hosts an annual College Conference in New Haven, CT each fall to provide college Knights with networking and learning opportunities. In addition, the Texas State Council hosts a College Conference in State each Spring to provide a more intimate and accessible setting for leadership development.

In addition to these conferences, the Supreme Council also provides a number of resources for college councils on their website: <http://www.kofc.org/en/college/index/index.html>

If you know of a young Catholic man going off to College this Fall (whether in State or out of State) please complete the College Council Referral Form with his name, College he will be attending, and email and cell phone contact information so we can put him in touch with the Grand Knight at the college he will be attending.

Knights of Columbus College Council Referral Form

<u>Incoming Freshman Information to Grand Knight of College Council</u>
Name
College
Email or Social Media address
Cell phone #
Candidate or Member (if member include Member Number)

<u>Grand Knight of College Council Information to Incoming Freshman</u>
Name
College
Email or Social Media address
Cell phone #

<u>Recent Graduate Information to Grand Knight of Local Council in Area Moving Into</u>
Name & Membership Number
New Address
Email or Social Media address
Cell phone #
New Employer if Known

Council Growth Awards

Council Growth Awards for the 2019-2020 Fraternal Year are described below

Recipient	Criteria	Award
Primary Council Developer	New Council	\$100 Gift Card
Assistant Council Developer	New Council	\$ 50 Gift Card
Quick Start by September 30	New Council	\$300 Incentive
Primary Council Developer	Reactivated Council	\$100 Gift Card
Assistant Council Developer	Reactivated Council	\$ 50 Gift Card
Diocesan Deputy	Round Table Goal by 12/31	\$100 Gift Card
Primary RT Coordinator	Round Table Goal by 12/31	\$100 Gift Card
Diocesan Deputy	Round Table Goal by 3/31	\$50 Gift Card
Primary RT Coordinator	Round Table Goal by 3/31	\$50 Gift Card
Diocesan Deputy	Most Reduced Suspended Councils	\$100 Gift Card
Diocesan Deputy	No Suspended Councils	\$100 Gift Card
Diocesan Deputy	No Newly Suspended Councils	\$100 Gift Card

EMPLOYER IDENTIFICATION NUMBER (EIN)

Every council needs an Employer Identification Number (EIN) to establish a bank account. Follow the steps below.

1. Get a Council number from Supreme and official name.
2. Go to IRS website ([irs.gov](https://www.irs.gov)) and find Form SS-4 Application for Employer Identification Number.
 - a. Print a paper copy and fill out in pencil then go online and submit. Should get a number immediately.
 - b. Fill out printed form and send to IRS. Could take a couple of weeks to get a number.
3. DO NOT PUT DOWN ANY EMPLOYMENT OF EMPLOYEES.
4. When the online screen asks if you want to print a copy write down the number before you print. This printed page is needed to open a bank account.



Star Council Awards

Let Your Light Shine

Reggie Vasquez, Star Council Awards Director

Star Council Team Members

- Bill Moeller (assisting: Galveston-Houston)
- Kenneth Braziel (assisting: Dallas, Fort Worth)
- John Daly (assisting: San Antonio, San Angelo)
- Ron Davis (assisting: Corpus Christi, Brownsville, Lubbock)
- Oscar Villalva (assisting: El Paso, Amarillo)
- Hugo Peña (assisting: Tyler, Beaumont, Victoria)
- Kevin Brinkman (assisting: Austin, Laredo)

INTRODUCTION

The Star Council Award is earned by councils for outstanding achievement in the areas of membership, insurance, and service program activities. Within the program directives of Faith in Action, councils earning the Star Council Award demonstrate and provide faithful and fruitful leadership, inspiration, and meaningful help to families, Church, and communities. These recognized councils are indeed fulfilling the vision of Fr. Michael J McGivney to provide families a safe, spiritual, and nurturing fraternal home. All Councils should strive to earn this prestigious Star Council Award every year because by putting our Faith in Action we build and renew a Catholic environment that exemplifies and magnifies our principles of Charity, Unity, Fraternity, and Patriotism.

To earn the Star Council Award there are a number of steps each council needs to take:

1. Earn the Columbian Award for well-rounded council (Faith in Action) programs:
 - Conduct at least four programs in each of the four Faith in Action categories of Faith, Family, Community, and Life.
 - Conduct one required program in each of the four Faith in Action categories:
Faith: Spiritual Reflection
Family: Consecration to the Holy Family
Community: Helping Hands
Life: Novena for Life
 - Submit the Service Program Personnel Report (form 365) due by Aug. 1 of fraternal year.
 - Complete the Columbian Award Application (form SP-7) due by Jun 30 of fraternal year
2. Submit the Annual Survey of Fraternal Activity (form 1728) due by Jan. 31 of fraternal year.
3. Be in "Good Standing" by being current with Supreme Per Capita and Catholic Advertising obligations (that is remain current with assessments from the Supreme headquarters).
4. Earn the Father McGivney Award for membership growth by June 30 of fraternal year. The council quota can be found under the Membership tab in Officers Online, which is updated daily. There is no application for the Father McGivney Award, as the Supreme Council automatically determines eligibility.
5. Earn the Founders' Award for insurance growth by June 30 of the fraternal year. This award speaks to the council's promotion of our insurance products. Each year each council is assigned an insurance quota from the Supreme Council. There is no application for the Founders' Award as the Supreme Council automatically determines eligibility.
6. Be "Compliant" with required training and background checks under Faith in Action guidelines. Certain State and Council officers/directors/chairmen are required to take Safe Environment training modules and may be required to provide authorization for a background check. Some positions also have access to Praesidium's Armatus administration dashboard to view jurisdiction/council compliance status. As the Service Program Personnel Report (form 365) is being completed, ensure that all required positions are filled and that all member email addresses are accurate. Praesidium (the Order's Safe Environment partner) will use these email addresses to send email notifications to the Grand Knight, Program Director, Family Director, Community Director, and Columbian Squires Counselors who are required to complete Safe Environment training and to provide authorization for a background check.

These essential steps are covered in multiple locations with multiple resources. Specifically, each council can refer to the yearly Fraternal Planner, the Faith in Action Guidebook, the Safe Environment Program Information Guide, and of course, this Texas State Star Guide.

The Texas State Council provides in the Star Guide a checklist to achieve Star Council. And, Texas goes above and beyond by allowing for two additional awards: The Lone Star Award for Excellence and the Lone Star Award for Excellence with Distinction. Texas just does things bigger and prouder.

To qualify for Awards:

STAR COUNCIL AWARD

1. Submit form 365 (Report of Program Personnel) with all required Directors/Chairmen.
2. Supreme Per Capita & Catholic Advertising paid in full
3. Submit form 1728 (Annual Fraternal Survey)
4. Submit form SP7 (Columbian Award Application)
5. Meet membership recruitment goal
6. Meet insurance goal
7. Be Safe Environment compliant

LONE STAR AWARD for EXCELLENCE (LSAFE)

1. Meet the Star Council Award criteria
2. Submit Form 185 by July 1
3. Pay State Per Capita by March 1
4. Meet State Charity Goal by June 30
5. Seat at least one delegate at the State Convention
6. Submit Form 1295 Semi-Annual Audit by Aug 15 & Feb 15
7. File IRS Form 990 (documented)

LONE STAR AWARD for EXCELLENCE with DISTINCTION

1. Meet the Star Council Award criteria
2. Submit Form 185 by July 1
3. Pay State Per Capita by December 31
4. Meet State Charity Goal by December 31
5. Seat two delegates at the State Convention
6. Submit Form 1295 Semi-Annual Audit by Aug 15 & Feb 15
7. File IRS Form 990 (documented)
8. Host at least two degrees during the year
9. Submit form 4584 (Special Olympics Partnership Profile) by Jan 31
10. Submit at least one entry for a State Service Program Award or Family of the Year or Educational Grant by Mar 1

Though much of this may seem overwhelming, the entire Star Council team and all of the various State Directors and their teams are there to help your council. Using the numerous hard copy and online resources, each council can and should strive to achieve Star Council status. The more Star Councils the stronger and more cohesive the Order is in Texas. The integrity of each council depends on the strength of its leadership and the actions it takes to put Faith in Action. There is a checklist at the beginning of the Star Guide and is repeated here:

FORM	REPORT	DUE DATE
185	Report of Officers (LSAFE)	JUL 01
365	REPORT OF PROGRAM PERSONNEL *	AUG 01
1295	Semi-Annual Audit (ending Jun 30) (LSAFE)	AUG 15
	SUPREME PER CAPITA*	OCT 10
	SUPREME CATHOLIC ADVERTISING*	OCT 10
	State Per Capita (LSAFE w/distinction)	DEC 31
	State Charities (LSAFE w/distinction)	DEC 31
1728	ANNUAL SURVEY OF FRATERNAL ACTIVITY*	JAN 31
4584	Special Olympics Partnership Profile	JAN 31
1295	Semi-Annual Audit (ending Dec 31) (LSAFE)	FEB 15
	Submit at least one entry for the State Service Program Award (Family of the Year & Educational Grant qualify)	MAR 01
	State Per Capita (LSAFE)	MAR 01
	SUPREME PER CAPITA*	APR 10
	SUPREME CATHOLIC ADVERTISING*	APR 10
	Safe Environment Compliant*	MAY 01
SP7	COLUMBIAN AWARD APPLICATION*	JUN 30
	State Charities (LSAFE)	JUN 30
	MEMBERSHIP GAIN (7%, minimum of 3)*	JUN 30
	INSURANCE GAIN (3%, minimum of 3)*	JUN 30
	File IRS Form 990 (must show document that it was filed)	

*Star Council Award requirement

LSAFE - Lone Star Award for Excellence requirement

Note: While a member cannot be required to pay a Culture of Life Assessment, a council is still required to pay the Supreme Council assessment.

STAR TRACKER REPORT

A Star Tracker Report will be maintained and updated as soon as data is available from multiple sources (Supreme and State). It will show membership, insurance, forms submission, required financial payments, and compliance status. Reports will be posted to Diocesan and District Deputies via Flocknotes. The Star Council team will assist diocesan and district leaders to get them on track to Star Council. It does take coordination, dedication, and real effort to meet the criteria. The requirements themselves are meant to strengthen and help councils serve their respective communities.

GOALS FOR 2019-2020

Each archdiocese/diocese has been given a goal of approximately 15-20% of the councils within their respective diocese to become Star Council. Each Diocesan Deputy and District Deputy that obtains these goals will be recognized. Each council has the challenge and opportunity to become Star Council. Every council has the challenge and opportunity to become a Star Council. Diocesan Deputies and District Deputies, we ask that you concentrate on at least one Star Council per district.

Goals per Archdiocese/Diocese:

DIOCESE/ARCHDIOCESE	No. of COUNCILS	GOAL
Amarillo	24	5
Austin	91	18
Beaumont	29	5
Brownsville	53	6
Corpus Christi	60	6
Dallas	63	8
El Paso	39	4
Fort Worth	66	10
Gal-Houston	132	22
Laredo	26	4
Lubbock	28	4
San Angelo	35	5
San Antonio	109	16
Tyler	31	6
Victoria	32	5
TOTAL	818	124

Goal is based on approximately 20% of diocesan councils

Minimum of 4 Star Councils

AWARDS

Diocesan Deputy

- Requirements:
Meet Star Council goal for the archdiocese/diocese.
- Award:
A Texas State Council shirt & \$300 for diocesan purposes

District Deputy

- Requirements:
 - a. Achieve Star District (Supreme Council requires attainment of 100% or more of the district membership net gain and insurance gain quota based on 70% of total council quotas, and all councils must show a positive net gain in membership and insurance).
 - b. Achieve "All Star District" (Supreme Council requires three Star Councils in a district to be considered an "All Star District").
 - c. Confirm that all forms are submitted by all councils in the district.
 - Form 185 is submitted by all councils in the district by July 1
 - Form 365 is submitted by all councils in the district by August 1
 - Form 4584 is submitted by all councils in the district by January 31
 - d. Attend all required meetings.
 - Organizational Meeting
 - Summer Diocesan/District Meeting
 - Mid-Year Meeting
 - Winter Diocesan/District Meeting
 - State Convention
- Award:
 - a. A Texas State Council shirt & \$150 for district use

Good luck. We will see you at the finish line on June 30.

SUBMISSION OF FORMS

Submit all forms to Supreme Council

Submit a copy to State Council

- All forms may be submitted on-line to the Supreme Council.

All councils are encouraged to submit their forms on-line at <http://www.kofc.org/un/en/officers/forms/council.html>.

The on-line submission process is easy and it automatically certifies that the form has been received by the Supreme Council. There are no lost forms when they are submitted on-line. Ask for instructions if you do not know how to do this.

- Form 185 (Officers Elected) and Form 365 (Service Program Personnel) may be submitted via Member Management. The form used to report the council's elected officers (#185) and the form used to report the council's directors/chairmen (#365) may be completed easily via Member Management in the secured sign-in area of the Supreme Council website. When using Member Management on the Supreme Council website, Member Management automatically notifies the Supreme Council of the new information. This is equally true when updates are submitted. This information is essential for Safe Environment Compliance for every Council. However, the District Deputy and the Council Records in the State Council Office are not automatically notified. This means that these forms must be manually saved as a PDF file and then attached to an email and then sent to them. Forms should be sent to the following addresses:

Supreme Council Office	fraternalservices@kofc.org	required
State Council Office	forms@tkofc.org	required
District Deputy	(use appropriate address)	recommended
Diocesan Deputy	(use appropriate address)	recommended

- All forms may be submitted via email to fraternalservices@kofc.org.
- Submit a copy of all forms to the State Council at forms@tkofc.org.

The submission of all forms should be completed as an attachment to an email and sent to the email addresses listed above (except for those forms that require the State Deputy's signature).

Forms requiring the State Deputy's signature should be emailed to the State Council Office at sdsignature@tkofc.org (ex: Form 133 - Notice of Intent to Establish a Council, Form 1938 - Evaluation of Financial Secretary)

Finally, with regards to all forms, the council should retain a copy of all council forms. This is our biggest challenge: getting the documentation and paper-work done right and on time. Star Council and Safe Environment compliance hinges on timely and accurate completion of forms. What makes Texas great is our willingness to face and meet our challenges.



Programs

Let Your Light Shine

Ron Alonzo, Programs Director

FAITH IN ACTION

We have now completed our first year under the Faith in Action model. There were some concerns, but as Knights always do, you stepped to the challenge and embraced this new model.

The Faith in Action model is an evolution of the Building the Domestic Church while Strengthening Our Parishes Initiative that was introduced in November 2015. It embodies a simplified overall program structure featuring four instead of six categories to foster greater understanding and implementation of programs at the council level. The Faith in Action program model extends that same invitation to Knights of Columbus members and their families. It is a renewed personal invitation to live out the calling of their faith, the call to service of their neighbor and to answer the age-old question, “Am I my brother’s keeper?” (GN 4:9). The Faith in Action model is a realization of the changing needs of men in the twenty-first century. It seeks to balance all our key priorities with theirs — Faith, Family, Community and Life — and present them clearly to our leaders, members and prospective Knights. The simplicity of Faith in Action is that it fully integrates Building the Domestic Church programs as a foundational part of the model limits the number of required programs to earn the Columbian Award and, most importantly, allows councils to concentrate on implementing quality faith-filled family programs. Our goal is for men to lead their family in service — not leave their family for service. The focus of this streamlined program is quality, not quantity. This Faith in Action model provides each council with information to both implement Supreme recommended programs and create unique programs that help men to live out their commitment to the Catholic faith and their desire to serve family, parish and community. Woven within these four categories are the opportunity to share something that all generations and cultures within our organization seek in their membership in the Knights of Columbus. The Faith in Action model allows us to come together to share our faith, celebrate fraternity with our families, and do what we do best – to stand shoulder to shoulder in service to our community and to defend life at all stages and in every condition.

Going forward, take the time to plan your fraternal calendar early on and review all the materials available to your council and the new forms that are associated with the Faith in Action programs.

PROGRAM CATEGORIES

A well-rounded council program will have activities in each of the following categories:

Faith, Family, Community and Life.

This list below highlights the 32 Supreme Council recommended programs, inclusive of existing and new programs. Your council is encouraged to implement any program(s) that will help make a difference in your parish and community. Obtaining a maximum of 16 program credits qualifies the council to earn the Columbian Award. For additional information on the Columbian Award, visit kofc.org/star. The programs highlighted here are meant to inspire your council to put their faith into action. Your council may choose to conduct one or more of the programs in this manual, or it may develop programs unique to the parish or community. The goal is for the council to be active and conduct programs that draw men closer to their faith, families and communities — and defend life in all stages and in all conditions.

SUPREME-RECOMMENDED PROGRAM CATEGORY MATRIX

Faith

RSVP

Into the Breach
Marian Icon Prayer Program
Building the Domestic Church Kiosk
Rosary Program
Spiritual Reflection Program New
Holy Hour New
Sacramental Gifts New

Family

Food for Families

Family of the Month/Year
Keep Christ in Christmas
Family Fully Alive
Family Week
Consecration to the Holy Family
Family Prayer Night
Good Friday Family Promotion

Community

Coats for Kids

Global Wheelchair Mission

Habitat for Humanity

Disaster Preparedness
Free Throw Championship
Catholic Citizenship Essay Contest
Soccer Challenge
Helping Hands New

Life

Marches for Life

Special Olympics

Ultrasound Program

Christian Refugee Relief
Silver Rose
Mass for People with Special Needs
Pregnancy Center Support
Novena for Life

FEATURED PROGRAMS

The Supreme Council has designated select programs as featured programs in each of the Program categories. When your council conducts a featured program and satisfies the associated requirements, it will receive two credits toward that program category.

Faith

RSVP

Family

Food for Families

Community

Coats for Kids

Global Wheelchair Mission

Habitat for Humanity

Life

Marches for Life

Special Olympics

Ultrasound Program

REQUIRED PROGRAMS

Additionally, a council must conduct **one required program in each category** to be eligible for the Columbian Award. The majority of councils are already doing one or more of these programs, which are designed to enrich the spiritual life of the council, family and community. Required programs are incredibly simple to implement, often complementing other activities the council is already doing.

Faith

Spiritual Reflection

Family

Consecration to the Holy Family

Community

Helping Hands

Life

Novena for Life

FAITH

Our goal is to strengthen our men and their families in the faith. When we entered the Order, we were reminded to constantly inform ourselves in the Catholic faith. This formation goes beyond mere facts or religious practice to an authentic connection with a loving God and his son Jesus Christ. Programs in this category are designed to draw us closer to God and the Church in a tangible and meaningful way — whether through helping the future shepherds of the Mother Church, quiet contemplation in a spiritual reflection program, or honoring Mary, Mother of God. These programs should strive to arm us for the spiritual battle that our men and families face daily.

Refund Support Vocation Program (RSVP) Alvin Kulcak – Chairman

Keep the faith alive by supporting our seminarians and postulants.

As the strong right arm of the church, Knights of Columbus are committed to providing moral, financial and spiritual support to our future priests and religious at all stages of their formation. A featured program, RSVP counts for two credits toward the Columbian Award. Through this program, council and parish families will raise funds to support seminarians or religious in formation, in their area. For every \$500 donated to an individual, the Supreme Council will refund \$100 back to the council — up to a maximum of \$400 (four individuals) per council per fraternal year. Though financial support is vitally important, it is not the only aspect of the RSVP program. Councils are also called to provide their “adopted” seminarian or religious with moral support and prayers for their success.

Into the Breach

Deepen member spirituality and formation to combat crisis of religious faith in our world.

In his apostolic exhortation, *Into the Breach*, Bishop Thomas J. Olmsted outlines the challenges faced by men of faith in the world today. *Into the Breach* is a call to battle for Catholic men which urges them to wholeheartedly embrace masculine virtues in a world at crisis. Councils will institute men’s study groups to read the apostolic exhortation *Into the Breach* and use copies of the *Into the Breach* Booklet and Study Guide as a resource. By reading and discussing Bishop Olmsted’s inspirational words and the accompanying study guide with like-minded men of faith, councils will prayerfully examine the enormous breach in the battle line that lies before them. In doing so, they will begin to devise a personal plan of spiritual battle.

Marian Icon Prayer Program – Tom Krueger – Chairman

Spread devotion to Our Lady through the Marian Icon Prayer Program.

As the new Marian Icon pilgrimages through the jurisdiction, councils will host a prayer service at their parish. Like its predecessors, the program features a unique Marian image that is renewed with a new icon approximately every two years. Each Knights of Columbus jurisdiction receives several Marian images, which serve as the centerpieces for prayer services conducted in churches and council meeting places throughout the Order for the duration of the initiative. Previous order wide Marian Prayer Programs have gathered more than 16 million people together at 140,000 prayer services.

Building the Domestic Church Kiosk

Help strengthen the domestic church (our families) by providing exceptional religious education materials to all Catholics.

Building the Domestic Church Kiosks (#BDC-K) contain engaging, faith-based literature and are available for councils to distribute to members, parishioners, and the public. By organizing activities in their parishes, councils will educate and evangelize using the rich resources

found in the Catholic information service (Cis) Building the Domestic Church series of booklets. Since 1948, Cis has been the major evangelical arm of the Knights of Columbus. Through multiple booklet series and various media formats, Cis makes our Catholic faith accessible and continually provides tools for catechesis and faith formation. For \$150, councils will receive a Building the Domestic Church Kiosk (#BDC-K) and the first set of 225 booklets of the most popular Cis resources, aimed at helping Catholics to live out the Church's vision for our families.

Rosary Program

Build faithful families and communities by praying the rosary.

This program encourages devotion to Mary, the patroness of our Order, and emphasizes the importance of prayer in community and as a family. The Rosary Program encourages councils to schedule regular rosary prayer services on any day of the week, at any time of the year, with the guidance of their pastor. Councils should personally invite each family of the parish and offer attending families a copy of the Knights of Columbus Catholic information service's A Scriptural Rosary for the Family (#319). Encourage families to read this booklet and learn how their faith can be strengthened through a devotion to Our Lady, while praying the rosary at home together regularly. Kits with rosary rings, rosary prayer guides, and leader books are available for councils to order by visiting supplies online through the officers online Portal.

Spiritual Reflection Program

Create annual opportunities for prayer and reflection as a fraternity.

Many Catholic young people can attest that religious retreats are radically rejuvenating spiritual events that often leave a lasting impact on participants' relationship to their faith. Yet, so often, retreats seem only to be open to students and youth. Under the guidance of their Chaplain, councils can attend a retreat or day of reflection together or perhaps organize their own event for the men of their parish. Councils and jurisdictions can also hold low-cost retreats of their own. These events might be open only to council members or men of the parish — or may be open to entire families. If councils are unable to organize these events themselves, they could go as a group and attend a retreat in their area to satisfy the requirement. **Council participation in Spiritual Reflection is required to qualify for the Columbian award.**

Holy Hour

Encourage deep personal encounter with God.

The chivalric character of the Knights of Columbus and the Church's long tradition of spiritual combat resonate with men today — especially as threats from the world and the devil are so keenly felt. Eucharistic adoration in the form of a regularly scheduled Holy Hour is a simple, direct, and meaningful way to address these needs. It is familiar to many, easy to organize, and something everyone can participate in together regardless of age, vocation, stage of life or membership status. Councils can organize their Holy Hours in a variety of ways and incorporate aspects such as: perpetual adoration, the sacrament of reconciliation, prayer for particular intentions and more. A Knights of Columbus Holy Hour, prepared for the men of the parish, could include a reflection, communal rosary, prayers for intercession by Father McGivney or St. Joseph and various other aspects as decided by the council.

Sacramental Gifts

Support families during the most important events in the life of the domestic church: the Sacraments.

The Sacraments stand as the most significant events in the life of the domestic church. The Knights of Columbus will be there to support and embrace our parish families at these essential moments of encounter with Christ. Councils will play an integral role in these momentous faith events and the lives of our families and parish community through prayer and the presentation of symbolic gifts. As children and adult members become more integrated into the life of the church and their parish, they should know that members of the Knights of Columbus will always be present in a tangible and meaningful way, regardless of who else is there for them.

Family

Put simply, programs in this category are developed for families, by families. Father McGivney sought to strengthen the familial bond of father to mother and children to parents. Catholics often struggle with the reality that they do not have the opportunity to socialize and/or pray with other faith-filled Catholic families. It can be quite a challenge to continue to ground ourselves and raise our children in the faith when there is such limited exposure. Our family programs are an evolution and response to a society that seeks to weaken the bonds of family. We must make it clear that society should value a family that is faithful to God and each other. Father McGivney's vision for family life was not only financial and material aid but also spiritual strength, as holiness is the calling of all baptized Christians. Put plainly, the majority of our time is easily spent in secular circles unless we intentionally create ways to live the domestic church. These programs help us to live this call.

Food for Families

Help end hunger in communities across North America and around the globe.

The goal of Food for Families is to ensure that as few as possible go to bed hungry each night. Many in our communities are struggling through hardship and unable to provide food for their families. Knights of Columbus are committed to helping end hunger through the Food for Families program which has donated millions of dollars and millions of pounds of food toward this end. A featured program, **Food for Families counts for two credits toward the Columbian award.** Council and parish families will raise funds to support their local food pantries, food banks and soup kitchens. For every \$500 or 1,000 pounds of food donated, the Supreme Council will refund \$100 back to the council — up to a maximum of \$500 per council per fraternal year. Though in-kind donation of food is valuable, leaders of hunger-relief organizations often

comment that financial contributions can be stretched even further and allow nonprofits to procure the exact items needed by the organization and its clients.

Family of the Month and Family of the Year

Promote and support the development of strong and vibrant families.

Each month, the council Family of the Month committee selects one parish family that models Christian family values and visibly lives them every day. Each council establishes a committee to recognize a deserving Family of the Month and Family of the Year with potential for recognition on the international level. Once a year, each participating council also selects one of the previous twelve Family of the Month winners to represent the council/parish as the potential international Family of the Year. The Knights of Columbus Family of the Year is chosen by the Supreme Council and recognized each year at the annual Supreme Convention.

Keep Christ in Christmas

Promote the true spirit of Christmas in our homes, schools, parishes and communities.

Councils will evangelize society through their faithful acts, celebrations and a variety of activities. The Knights of Columbus family offers multiple activities that promote Christmas and the season of Advent in their proper context: Journey to the Inn, Light Up for Christ, Crèche or Advent wreath Blessing, and the Christmas Poster Contest. These programs are centered on the example of the Holy Family and the nativity of Our Lord and Savior, Jesus Christ. The new Keep Christ in Christmas (KCIC) program brings all KCiC activities together under one umbrella. It encourages councils to compel their neighbors to shift from a preoccupation with materialism to the light of Christ and the spirit of giving. KCiC activities include whatever efforts best suit the parish and community of a particular council and do not need to originate from the Supreme Council.

Family Fully Alive

Monthly devotions support the growth of holy and loving families in the Church.

During his visit to the Philippines, Pope Francis cited the need for “holy and loving families to protect the beauty and truth of the family in God’s plan and to be an example for other families” (address to Families at the mall of Asia arena, 2015). The Family Fully Alive monthly devotions are concrete ways that Knights of Columbus, in solidarity with Pope Francis, can support the growth of holy and loving families in the Church. The Family Fully Alive program asks families to invite God into their homes and cultivates each family as a miniature domestic church. Using the Family Fully Alive booklet as a devotional guide, this program provides monthly themes, reflections, meditations and group projects. Through prayer and reflection, each family can grow in holiness together. This is a flexible program that can be started at any time of the year and continues year-round. Councils will order booklets to distribute or direct parish families to program resources on kofc.org, all available at no cost.

Family Week

Help families place God and the Catholic faith at the center of their lives, year-round.

Knights of Columbus councils will dedicate a special week of the year for their parish to recognize the vital importance of families as the foundation of our domestic church and to promote Catholic family values. Activities presented in this program seek to strengthen the parish community and affirm the central importance of Catholic family life. When choosing a week, councils should consider factors that might affect parishioner schedules such as school vacations, holidays and other local events. Though traditionally celebrated in the summer to commemorate the birth and death of our founder, Father McGivney, this program can take place anytime during the year.

Consecration to the Holy Family

Strengthen families and revitalize our parishes.

To help families live out the joy of Christ, Supreme Chaplain Archbishop William Lori has composed a prayer through which families will come together to consecrate themselves under the protection of the Holy Family. In this prayer, we ask for the aid or intercession of the perfect son Jesus Christ, Mary the perfect mother, and Joseph who is a model for every father. Seeking to strengthen families and revitalize our parishes, councils will guide their parishes and communities to understand and offer this important and impactful prayer. Preparing for the Consecration to the Holy Family is not a single event. It is choosing a way of life for your family. Through this consecration, each participant is consciously choosing to be a beacon of God’s love through his Church. Council participation in **Consecration to the Holy Family is required to qualify for the Columbian award.**

Family Prayer Night

Strengthen the bonds within our parishes and build faith-filled families.

Catholics often struggle with the reality that they do not have the opportunity to socialize or pray with other faith-filled Catholic families. It can be quite a challenge to raise our children in the faith when their only exposure comes from Mom and Dad. Family Prayer night is an opportunity for children to be exposed to regular people living their faith in a casual setting. This is an opportunity for council members, their families, and the whole parish community to come together once a month for an evening of prayer, dinner and fellowship. Families of council members, as

well as other Catholic families within the parish and community, will gather for prayer, dinner and fellowship. Multiple groups can be formed, and families are encouraged to rotate between these groups.

Good Friday Family Promotion

Bring families into more robust practice and better understanding of our Catholic faith and the Triduum.

Despite Good Friday's central role in the heart of Christianity, attendance at services remains low. In an effort to change this, councils will encourage participation in Good Friday services through a promotional campaign. In an effort to increase parish attendance and involvement, councils will conduct a promotional campaign to educate their parishes on the vital importance of Good Friday. Setting an example for their community, Knights will attend Good Friday services with their families and work with their pastors to encourage increased parishioner involvement at these liturgies. In conjunction with these efforts, councils will also work to educate their parishes about the plight of Christians in the Holy Land and other areas around the world where Christians are persecuted for their faith

Community

As Knights of Columbus, we are called to serve our family and our God. Our first principle is Charity, at home with our families or in our communities. This is a critical part of our Knights of Columbus mission. Have you ever wondered, "How can I make my community better?" Individuals can do great things on their own but there is something bigger than self when Knights of Columbus members come together as one through their council and accomplish great things. Councils that conduct these programs are positively shaping their communities by addressing the needs of its citizens.

Coats for Kids

Provide warmth for deserving children during cold winter months.

Families struggling to make ends meet use their scarce resources to meet the most basic needs and cannot always afford the vital essential of a new winter coat. The goal of the Coats for Kids program is to ensure that no child in North America goes without a coat during the winter season. Through the dedication of councils across the United States and Canada, hundreds of thousands of new winter coats have been distributed to children since this program's inception. Councils across North America can purchase new winter coats for children in need at a discount and distribute them in their local communities. A featured program, **Coats for Kids counts for two credits toward the Columbian award.**

Global Wheelchair Mission

Change the lives of people with disabilities worldwide.

The Knights of Columbus has partnered with the Global Wheelchair Mission since 2003 with the goal of providing wheelchairs to all those who lack the freedom of mobility, changing the lives of people with disabilities worldwide. Working with the Global Wheelchair Mission is a perfect opportunity to put your faith into action and involve the entire parish in the rewarding charitable work done by your council. Councils are encouraged to raise funds and make donations to purchase deeply discounted wheelchairs. Through partnerships, councils can also purchase a large container of 110 to 280 wheelchairs at \$150 per wheelchair for their own donation sites. A featured program, **Global Wheelchair Mission counts for two credits toward the Columbian award.** This initiative started in the United States and today has expanded into Canada through partnership with the Canadian Wheelchair Foundation.

Habitat for Humanity

Build homes for families in need.

Knights of Columbus councils work closely with Habitat for Humanity, a nonprofit Christian organization, to build homes for families in need at substantially reduced costs. Each year, councils throughout the order donate a considerable number of volunteer hours and dollars to this worthy cause. In order to satisfy program requirements, councils are asked to donate a minimum of \$1,000 or 200 service hours to Habitat for Humanity projects in their community. A featured program, **Habitat for Humanity counts for two credits toward the Columbian award.**

Disaster Preparedness

Prepare your community before disaster strikes.

Communities can be brought to a halt when disaster occurs — from large natural disasters to local crises. As community leaders, Knights of Columbus will ensure that their members, families and parish communities are prepared through a campaign that promotes planning and education. This program motivates councils to take a holistic approach to emergency situations by promoting readiness in times of crisis, assessing response capabilities, and learning how to properly respond well ahead of a disaster. Councils will engage their parish and community in disaster preparedness exercises by organizing trainings, fundraisers and various awareness activities.

Free Throw Championship – Mike Rademacher – Chairman

Provide an athletic outlet for youth ages 9 to 14 in your community.

Since 1972, councils have sponsored the Knights of Columbus Free Throw Championship for boys and girls between the ages of 9 and 14 to provide an athletic outlet and encourage the values of sportsmanship and healthy competition. Kids compete within their own gender and

age and progress from local level to district, regional and state or province competitions. This program is a great way to introduce the Order to your community and recruit faithful family men of service. Councils can sponsor a competition by ordering a Free Throw Championship Kit, or volunteer to host and/or support the district, regional and state or province championships.

Catholic Citizenship Essay Contest

Encourage youth in your community to become citizens grounded in their faith through creative writing.

Open to all Catholic students (public, private, home, or parochial schools) in grades 8 to 12 during the current school year. This contest encourages today's youth to be more connected to their community and their faith. The goal of this program is to involve young Catholics in 8th through 12th grade (public, private, parochial or home schools) in civic discourse and instill in them religious and life-affirming values. The essay should be approximately 500-750 words on a specific subject, changing every other year. Entrants will be judged on grammar, style, and how clearly they present the theme which should showcase creativity, imagination and overall development of the topic.

Soccer Challenge

Provide an athletic outlet for youth ages 9 to 14 in your community.

Designed for players to demonstrate their skills in the penalty kick. Councils can sponsor a competition by ordering a soccer Challenge Kit, or volunteer to host and/or support the district, regional and state/province championships. The Soccer Challenge is a great way for councils to engage in their communities with an athletic event for youth that encourages the values of sportsmanship and healthy competition. Children demonstrate the most important skill in soccer — shooting accuracy on the penalty kick — and compete to reach the international level of competition. The program is a great way to introduce the Order to your community and recruit faithful family men of service.

Helping Hands

Councils will lead efforts to assist those most in need.

Pope Francis writes in *Evangelii Gaudium*, "Our faith in Christ, who became poor, and was always close to the poor and the outcast, is the basis of our concern for the integral development of society's most neglected members" (186). He goes on to say, "in this context we can understand Jesus' command to his disciples: 'you yourselves give them something to eat!' (MK 6:37): it means working to eliminate the structural causes of poverty and to promote the integral development of the poor, as well as small daily acts of solidarity in meeting the real needs which we encounter" (188). In the model of our founder, Father McGivney, councils will lead efforts to assist those most in need. The Helping Hands program is designed to recognize the important work many councils already do to care for the most disadvantaged members of our communities — the homeless, the addicted, the elderly who may feel isolated and abandoned, and many others. Through this program, councils will aid the needy through the activities they feel best suit their community, such as serving at or running a soup kitchen, repairing the facilities of a local service organization or something entirely unique. The requirements for this program are very broad in order to allow councils to serve their community in whatever way is most needed. Council participation in **Helping Hands is required to qualify for the Columbian award.**

Life

The urgency of the threat to a culture of life cannot be misunderstood. Respect for the dignity of life demands a commitment to human rights across a broad spectrum. Both as Knights of Columbus and as followers of Christ, "Catholics must be committed to the defense of life in all its stages and in every condition" (St. John Paul II, 1995). The Knights of Columbus defends the dignity of each human being at every stage of life. Knights work together to build a culture of life and a civilization of love. Your council should stand ready to assist any pregnant woman in need, care for the elderly, aid the handicapped, empower those with special needs to realize their full potential and bring attention to the injustices of abortion, embryonic stem cell research, euthanasia and assisted suicide.

Marches for Life

Show public support for the right to life.

The Knights of Columbus encourages others to choose life through public support of the pro-life cause. Knights can organize and participate in local, state and regional marches for life and organize participation of Knights, parishioners, students, etc., on bus trips to the national marches in Washington, D.C., Ottawa, Mexico City, throughout the Philippines, or in other countries - showing unwavering public support for the right to life. Councils are encouraged to participate in or sponsor local, state, regional or national marches for life. Councils that coordinate at least 50 participants or who organize a local march for life will receive credit for this program. A featured program, **Marches for Life counts for two credits toward the Columbian Award.**

Special Olympics

Celebrate the intrinsic worth and dignity of every single human being through the Special Olympics.

The Knights of Columbus has a unique partnership with the Special Olympics and has helped disabled athletes train for and compete in games around the world. Knights of Columbus councils have assisted with all aspects of the program from fundraising to feeding the athletes, organizing and judging events, and providing equipment and awards. Without the support of the Knights, participants would not be able to train for the events that they love. Work with Special Olympics affiliates to determine how best to fund, sponsor or volunteer for events in the local community. Featured program credit is awarded to councils providing at least \$2,000 in donations or 200 service hours in a fraternal year. As a featured program, **Special Olympics counts for two credits toward the Columbian Award.**

Ultrasound Program – Andrew Clark – Committeeman

Save lives by helping each abortion-minded woman who visits a pro-life pregnancy care center to choose life by viewing her unborn child on an ultrasound machine. This initiative is funded by state and local councils and matching grants from the Supreme Council's Culture of Life Fund. The Knights of Columbus works together to purchase ultrasound machines for qualifying pregnancy centers. After the state and local council raises 50% of the cost, the Supreme Council will provide the other 50% to complete funding for purchase of an ultrasound. Or, if the council raises 100% of the cost of a vehicle outfitted to serve as a mobile medical unit for a pregnancy center, the Supreme Council will provide 100% of the funds for an ultrasound machine to be used in that vehicle. A featured program, **Ultrasound Program counts for two credits toward the Columbian award.**

How to Participate

1. Locate a PCC that is prepared to receive and use an ultrasound machine or an ultrasound-equipped mobile unit.
2. Present a Diocesan Evaluation (#9884) to the Diocesan Culture of Life Director to determine if the PCC meets the practical, moral and religious criteria for inclusion in the Ultrasound Initiative.
3. Determine that the PCC will be able to staff and operate the ultrasound machine or ultrasound-equipped mobile unit. This will include assuring that:
 - a. the center is properly licensed under state and local laws and regulations to operate an ultrasound machine
 - b. the center is affiliated with a medical doctor who is willing to oversee the ultrasound machine operations
 - c. the machine will be staffed with licensed and experienced medical personnel
 - d. the center has adequate insurance for operation of the machine
 - e. the mobile unit will be properly licensed under state and local laws and regulations to operate as an ultrasound-equipped mobile unit
 - f. the mobile unit will be adequately insured for operation

*** (e and f are additional requirements for mobile units)

4. After the Diocesan Evaluation is submitted to the Culture of Life office in New Haven, and the PCC has shown that it will meet the other criteria above, the PCC staff, including the medical director, should select the equipment that best fits the PCC's needs. - For the Ultrasound Machine Funding option, the PCC staff should obtain a quote for the purchase price of an ultrasound machine (not including training, shipping, taxes, maintenance agreements, extra parts, supplies, etc.) - For the Mobile Unit Funding Option, the PCC staff should obtain price quotes for an ultrasound machine, for the vehicle in which the machine will be installed (not including taxes, registration fees, fuel, driver costs, insurance, etc.), and for any labor and material costs for outfitting the vehicle and installing the machine.
5. Begin fundraising. While the PCC may certainly assist in fundraising, if the PCC raises the funds predominately on its own, without ongoing and significant involvement of the state or local council, the PCC will not be eligible for matching funds from the Supreme Council Office. The Knights of Columbus council must be actively involved in the fundraising. In the United States, the state or local council leading the fundraising drive should designate, or open a bank account to receive the funds. A state council's registered charity may also be used. Donated checks should be made out to the Knights of Columbus council or state council registered charity, not to the PCC.
6. Once the funds for the purchase price of the ultrasound machine or converted vehicle are raised, the Ultrasound Initiative application (#4886) for Supreme Council funds should be completed, signed by the state deputy, and submitted to the Supreme Council Office. Along with the application, other required documents (e.g. price quotes, etc.) should be submitted.
7. The PCC, not the state or local council must purchase and hold ownership of any ultrasound machine or title to the vehicle acquired. Credit may be given to the Knights of Columbus by posting a sign on a machine or near the vehicle that reads, "Funded (in part) by a grant from Knights of Columbus Council # Anywhere, USA.," along with the K of C emblem. If such a sign is used, the PCC should have additional wording affixed to the machine or vehicle that states, "Owned and operated by (PCC name)." All requests to use the name and emblem should be submitted to the Knights of Columbus Board of Director's Name and Emblem Committee.
8. Plan a check presentation or ribbon cutting ceremony to be held when the ultrasound machine or ultrasound-equipped mobile unit arrives or is ready for operation. Invite the state deputy and determine with the PCC which media outlets to invite to the ceremony.

Christian Refugee Relief

Help save persecuted and at-risk Christians.

Help save persecuted and at-risk Christians facing genocide all over the world, particularly in the Middle East. Knights of Columbus are called to bring awareness and support to those who have suffered for their faith through various parish-based programs and fundraisers. The Knights of Columbus Christian Refugee Relief Fund has provided humanitarian assistance, primarily in Iraq, Syria, and the surrounding region. Councils will aid this cause by collaborating with their parishes to spread awareness and raise funds to help these Christians and those in their care. In particular, councils are encouraged to utilize Solidarity Crosses as a fundraiser and prayer campaign in their parishes.

Silver Rose – Tom Krueger – Chairman

Share the message of Our Lady of Guadalupe and promote respect for life by participating in this meaningful pilgrimage.

The Silver Rose program demonstrates the unity between Knights of Columbus in Canada, the United States, and Mexico, through a series of prayer services promoting the dignity of all human life and honoring Our Lady. Each year, from early March through mid-December, Silver Roses are stewarded by councils along routes from Canada to Mexico. Every stop the Silver Rose makes throughout the pilgrimage is a rosary centered occasion for Knights, parishioners and community members to pray for respect for life, for the spiritual renewal of each nation, and for the advancement of the message of Our Lady of Guadalupe.

Mass for People with Special Needs

Welcome individuals or families who might not normally feel comfortable participating in a regularly scheduled Mass.

People with special needs resulting from physical, emotional, mental or cognitive conditions are all around us in society, at school, at work and in our families. It can be challenging for these important members of our society to participate in church due to physical and social barriers — or even family member anxiety. Councils will sponsor a distinct Mass, conducted annually, for people with special needs. Celebrating a Mass for people with special needs can be the first of many steps toward integrating them into regular weekly or even daily Mass and more deeply into all of the Sacraments and other aspects of parish life. Holding this Mass sends the message that all of God's children are welcome under the parish roof and that every person is an integral part of the parish family.

Pregnancy Center Support

Show love for both mother and child before and after birth.

Change the hearts and minds of society about abortion by showing that we love both mother and child before and after birth. More than three thousand pro-life pregnancy centers now operate in jurisdictions throughout the Order. By the very nature of our founding, Knights of Columbus are called to care for the widow and orphan. Abortion vulnerable unborn children and mothers experiencing unexpected pregnancies certainly fall within our mandate. With our aid, pregnancy centers can offer support to help them choose life. Councils can provide material, financial, labor and other support to pro-life pregnancy centers that help pregnant women during pregnancy and following the birth of their newborn children. Councils can “adopt” a pregnancy center and provide material, labor, and spiritual support throughout the year.

Novena for Life

Lead your community in the spiritual fight to establish a culture of life in our nations.

The protection of life is a sustained prayer intention of the Church, and in particular of the Knights of Columbus. Knights remain firmly committed to defending the right to life of every human being — from the moment of conception to natural death. To commemorate and bolster this important cause, councils will promote a novena, nine days of sustained prayer, to build up a culture of life in our parishes, homes and wider community. Knights and their families will come together in both public and private acts of prayer to promote the protection of life. Council participation in **Novena for Life is required to qualify for the Columbian award.**

Culture of Life - Tom Clark - Chairman

Help create a Culture of Life.

This is a call to all Knights to help create a Culture of Life in the state of Texas and to rid ourselves of the culture of death that is pushed into our lives. This is done through prayer, civic action, organizing and participating in Pro Life events, and through donations of funds to various Pro Life ministries such as pregnancy resource centers and maternity homes throughout the state. Please feel free to contact me or anyone in my committee for help in any of these areas. We are here to serve you and to continue to make Texas the most Pro-Life state in the country. A note on The ACE Wings, The ACE in ACE Wings stands for - Pro Life without Apology, without Compromise, without Exception. To earn the ACE Wings a Knight must do 5 public Pro Life events – a guide to these events can be found on the ACE Wing form located online and in this publication. Please note that only certain events can be repeated, again this is outlined on the form itself. This year's premium event will be the Texas Rally for Life held in January in Austin. This event will count for 3 of the 5 events needed to earn the ACE Wings.

In the past the ACE Wings were often thought of as an award. From this point forward please never refer to it as an award – Each set of ACE Wings represents a child that was lost to abortion – and you cannot “win” this...!! Please simply refer to them as “ACE Wings” and please wear them often, not just to K of C Meetings. It takes a real man, a brave Knight, to earn and wear the ACE Wings! Please treat them with the same respect you would any blessed object. ACE wings are sent to you blessed. A guide for wearing the ACE Wings will be distributed to your Diocesan Pro Life Chairman in the near future. He will distribute it to the rest of the Diocese. We are pleased to introduce the Special Forces ACE Wings this year. The SF ACE Wings are for those men within the council who are the “go to” men for any Pro-life event. These are the men who the Grand Knight and Council Pro-life Chairman can always rely upon to work these events. A guide to these events can be found on the ACE Wing form located online and in this book.



TEXAS KNIGHTS OF COLUMBUS

Pro-Life ACE Wings Recipient Application

Pro-Life without **A**pology, without **C**ompromise, and without **E**xception

The Knights of Columbus Pro-Life ACE Wings is earned by participating in five (5) or more Public Pro-Life activities in 1 year, starting when the Knight completes his first event. Form may be submitted at any time during the fraternal year. Upon receipt the State Life Chairman will review and, if approved, a set of ACE Wings will be sent to the applicant's District Deputy (or as requested) for presentation. Please describe the five events below, obtain the signature of your Grand Knight and mail the form to the address listed at the bottom or email to the address listed below. Applications for Priest, non-Knights, or replacement wings do not need to have events listed, simply indicate on line #1 what they are for. Knights wishing to obtain a set of ACE Wings for their spouse, or children (ages 12 and up) must send payment of \$7 per ACE Wing in advance (Remember that the Knight's original set of ACE Wings are free to him). Applications that request ACE Wings for their spouse and/or children, but do not include payment for them, will not be sent until payment is received via check. ACE Wings for Squires must also be paid for prior to shipment. Checks need to be made out to Texas State Council and sent to the State Pro-Life Chairman at the address below.

1.) _____

Date: _____

2.) _____

Date: _____

3.) _____

Date: _____

4.) _____

Date: _____

5.) _____

Date: _____

Brother Knight _____

(Please Print Clearly)

Knight's Signature _____

(With this signature the Knight pledges to remain active in Pro Life until all human life is protected)

City and Diocese _____

Phone _____

E-mail _____

Mail or email to:

Tom Clark

State Pro-Life Chairman

4006 Azalea Ln

Garland, TX 75043

txacewings@gmail.com

Grand Knight's Signature: _____ Council No. _____

(Faithful Navigator, or District Deputy may sign in place of the GK, but for tracking purposes please include only the Council number to identify the Knight or Squire. Do not use an Assembly or Squire Circle number.) (ACE Wings will be sent to the District Deputy, Please indicate if you wish them sent elsewhere)

*Additional Set of Wings for Spouse/Children yes _____ no _____ (If yes please provide their names)

(\$7 for wings designated for a spouse/child(ren) must be paid for in advance) Name(s) _____

**Councils may present one ACE Wings per year to a strong Pro Life non-Knight individual in their community, (a \$7 charge) please indicate their name here _____

Form: ProLifeACEWingsRecipient rev- (This form is good until June 30, 2020)



KNIGHTS OF COLUMBUS



Pro-Life ACE Wings

The "Precious Feet" on the ACE Wings are the size and shape of an unborn baby's feet at 10 weeks after conception.

Requirements for Receiving the Pro-Life ACE Wings

A minimum of 5 Public Pro-Life events are required to qualify for the Texas State Council Pro-Life ACE Wings. 4 out of the 5 **must** deal with the unborn: (The following items are common events, you may enter events other than these, however they will be reviewed to ensure they meet requirements)

The following can be done multiple times to earn the ACE Wings - Sidewalk Counseling*, Volunteer at Preg. Resource Center*

The following count as three items to earn your ACE Wings - Attend the Texas Rally for Life in Austin***

The following count as two items to earn the ACE Wings - Hike For Life**, Attend a local Diocesan March for Life **

The following each count as one event to Earn your ACE Wings - Participate in The Silver Rose, Pro-Life Rosary Processions, View the movie Unplanned, View the movie Bloodmoney – The Business of Abortion, Rosaries Outside Abortion Clinics, Pro-Life Mass, 40 Days for Life, Pro-Life Conferences, Pro-Life Dinners, Pro-Life Presentations to Youth Groups

(* Indicates the event can be repeated) (**This event will qualify for 2 events) (***)This event will qualify for 3 events)

Private Pro-Life events (such as saying the Rosary privately or at a Council meeting, or offering up a private intention at Mass), while always encouraged, do not count as ACE Wings items.

The 5th item can be either a Pro Life item as described above, or it can be an item such as;

- **Special Olympics Volunteer**
- **Prayers During Inmate Executions**
- **Providing entertainment, working/volunteering at a hospice, nursing home, or Veterans hospital**
- **Being part of any of the American Wheelchair Mission events.**
- Our Holy Father has called us to be Pro-Life, from conception to natural death, therefore we must remember to include those who are forgotten and left to die. Since it is legal to kill a baby in the womb we must keep this in the forefront, this is why in order to obtain the ACE Wings one must complete 4 items that deal with our most vulnerable, the unborn.
- **A Council may present the ACE Wings once a year to a non-Knight in their local community that has demonstrated a strong Pro Life stance.** The Council will be billed for the wings. The Council will submit an ACE Wings recipient form to the Pro-Life Chairman for tracking purposes.
- **Councils may elect their Parish Priest(s) and Deacon(s) to receive the ACE Wings.** For a Priest or Deacon the Councils does not need to list 5 events/items that they have done... if he is Pro Life he deserves the ACE Wings.
- The ACE Wings will be presented to the recipient by the District Deputy, Grand Knight or by mail.
- We encourage everyone to continue to support Pro-Life events, however, **only one set of ACE Wings will be presented to a Brother Knight by the State.** Lost or damaged ACE Wings can be replaced for \$7.
- This Form is available on the Knights of Columbus web site, www.tkofo.org.

Form: ProLifeACEWingsRecipient rev- (This form is good until June 30, 2020)



TEXAS KNIGHTS OF COLUMBUS

Pro-Life Gold ACE Wings Recipient Application

Pro-Life without **A**pology, without **C**ompromise, and without **E**xception

The Knights of Columbus Pro-Life Gold ACE Wings is the highest Pro Life honor that the Texas Knights of Columbus present. Receiving the Gold ACE Wings places the recipient into the Texas State Pro Life Hall of Fame and should only be presented to a Knight that has proved himself to be an exemplary Pro Life Warrior. If a Knight is to receive the Gold ACE Wings he must have already be a Texas State Pro Life ACE Wings Recipient.

There are 2 ways that a Knight can earn the Gold ACE Wings. The first is to be recommended by the Diocesan Deputy of the Diocese that the Knight resides in. The Second is an elective submission. That is to submit this application with a detailed description of what the Knight has done or currently does for the Pro Life Ministry in his area. This should be submitted by a fellow Knight that has seen him in action. No more than 25 Elective Submissions per year will qualify for the Gold ACE Wings. Applications can be received throughout the fraternal year. There is no longer a deadline to get the application into the Culture of Life Chairman – If an “At Large application is received and all 25 have been submitted the submitter will be notified and encouraged to reapply the next fraternal year. All “At Large” application will be reviewed by a team of previous Gold ACE Wing recipients and the Diocesan Deputy where the application was submitted from.

Please use the form below to submit the name of the Knight for the entry. Using a separate sheet of paper please limit the entry to 500 words or less. Entries exceeding this limit will be disqualified. Entries can be mailed or sent via e-mail to the address below.

Gold ACE Wing recipients can request a set of Gold ACE Wings for their spouse if they so desire.

Please send me an e-mail with any questions if you are unclear about any of the above items – Please do not call me directly.

Thank you for all you do to protect Texas babies!!! You are the reason Texas is, and will remain - #1

Brother Knight _____
(Please Print Clearly)
City and Diocese _____

Phone _____

GK or Council Pro Life Chairman _____

GK or Council Pro Life Chairman Signature: _____ Council No. _____

Tom Clark
State Pro-Life Chairman
4006 Azalea Ln
Garland, TX 75043
txacewings@gmail.com

(Faithful Navigator, or District Deputy may sign in place of the GK, but for tracking purposes please include only the Council number to identify the Knight. Do not use an Assembly number.) (ACE Wings will be sent to the District Deputy, Please indicate if you wish them sent elsewhere) Knight's Spouse Name _____

PROLIFEGOLDACEWings rev- (This form is good until June 30th, 2020)



TEXAS KNIGHTS OF COLUMBUS

Pro-Life **Special Forces ACE Wings** Recipient Application

Pro-Life without **A**pology, without **C**ompromise, and without **E**xception

The Knights of Columbus Pro-Life Special Forces ACE Wing (SFAW) is for Knights who are always willing to provide help and assistance to any or all Pro-Life ministries in their area. These are the men that truly take Pro Life to heart.

The SFAW is earned when the following conditions are met:

- The Knight must have already earned the Silver ACE Wings
- The Council Life Director (Council Pro Life Chairman), working with the Grand Knight, will choose up to 10 knights per year.
- \$5 is sent to the Texas State Life Chairman for each SFAW requested. (Make checks out to Texas State Council and mail to address listed below)
- Up to 10 Knights per fraternal year may be elected to receive the SFAW.
- This is for Knights and their spouses only - Children of Knights, Columbian Squires and non-Knights are NOT eligible for this program.

Please list the names of the Knights who are receiving the Special Forces ACE Wings. Please include spouses names as well.

1 _____	6 _____
2 _____	7 _____
3 _____	8 _____
4 _____	9 _____
5 _____	10 _____

Total Number of Special Forces ACE Wings requested for the Council _____ X \$5= _____

Council Pro Life Chairman _____

Council Pro Life Chairman E-Mail _____

Grand Knight _____

City and Diocese _____

GK Phone _____

GK E-mail _____

Mail to:

Tom Clark
State Pro-Life Chairman
4006 Azalea Ln
Garland, TX 75043

txacewings@gmail.com
(214-282-6297)

Grand Knight's Signature: _____ Council No. _____
(Faithful Navigator, or District Deputy may sign in place of the GK, but for tracking purposes **please include only the Council number to identify the Knight, please do not use an Assembly number.**) **(ACE Wings will be sent to the District Deputy, Please indicate if you wish them sent elsewhere)**

*Additional Set of Wings for Spouse only, Children or Squires are not eligible for the Special Forces ACE Wings
Please provide spouse's name

(\$5 for wings designated for a Knight and/or Spouse must be paid for in advance)

Form: ProLifeSpecialForcesACEWingsRecipient rev- (This form is good until June 30, 2020)



KNIGHTS OF COLUMBUS



Pro-Life Special Forces ACE Wings

The "Precious Feet" on the ACE Wings are the size and shape of an unborn baby's feet at 10 weeks after conception.

Requirements for Receiving the Pro-Life Special Forces ACE Wings

Once a Knight earns the Silver ACE Wings he is eligible to earn the Special Forces ACE Wings providing the Grand Knight and the Council Pro-Life Chairman sign off on the form.

While there are no set rules for what a Knight must do, there should not be any hazing or difficult rules made by a Council to establish who may earn the Special Forces ACE Wings. The Special Forces ACE Wings should be presented to the many Pro-Life Warriors that a Council might have. These are the men that you can always depend upon when the call for a Pro Life event goes out. The following are ideas of what a Knight might do to be considered.

- Attend/organize Pro-Life Mass
- Sidewalk Counseling
- Organize 40 Days for Life
- Attend or volunteer at Pro-Life Conferences
- Volunteer at Crisis Pregnancy Center
- Hike or volunteer at a Hike For Life
- Participate in The Silver Rose
- Organize Pro-Life Rosary Processions
- Pray or lead Rosaries outside Abortion Clinics
- Attend or volunteer at Pro-Life Dinners
- Provide Pro-Life Presentations to Youth Groups
- Attend or volunteer at the Texas Rally for Life in Austin
- Attend or volunteer at a local Diocesan March for Life

These are just some of the many possibilities and this is not meant to be a complete list.

Form: ProLifeSpecialForcesACEWingsRecipient rev- (This form is good until June 30, 2020)



Charities

Let Your Light Shine

Boyd Burris, Charities Director

Charity, of course, is the first principle of the Knights of Columbus. Membership in the Order offers innumerable opportunities for men and their families to strengthen their faith and serve those in need. We grow together in friendship with the Lord through our fraternity, and this friendship is lived and cultivated by our practice of charity.

As we begin this fraternal year, let us undertake these acts of charity because we see those in need through the eyes of faith. Moreover, in the Knights of Columbus, we approach these acts of charity together. Whether with funds or service, the Knights must continue their strong support within their communities through initiatives and programs, such as Habitat for Humanity, Special Olympics, Infirm Priests Fund, Cardinal Medeiros Fund, Educational Grants, Emergency Response, Global Wheelchair Mission, Blood Drives, and Blue Mass, etc. Knights recognize that our mission, and our faith in God, compels us to action.

State Charities

The Charity Fundraising Team, led by Chairman David Keating, will be encouraging our Brother Knights to give to State Charities, and will also be gathering the best practices from all the dioceses to share across the state. We must instill in our brother Knights that while charity begins at home, it must not stop there. In fact, if we are to truly give witness to Fr. McGivney's vision, it cannot stop at our local boundaries. While Charity is the first principle of our Order, it is only when it is implemented in conjunction with our two other founding principles of Unity and Fraternity that we are able to realize our full potential. United with the councils in each diocese and with our Brother Knights throughout the state, we will be able to help those in need wherever the need arises.

To those councils, districts and dioceses that have met their charity goals in the past, thank you. But, we also want to encourage you to keep meeting those goals and do even more this coming fraternal year. To those councils that were not able to meet their charity goals, we ask that you increase your efforts this year. To those councils who may not have participated in the past, please join us - we need you!!

Remember that the Bishop of your diocese will receive 70% of your charity contribution and 100% of all monies that exceed your diocesan charity goal. To insure that your council receives proper credit, please make your checks payable to "State Council Charities" and ensure that the council number is on the check.

Mail your check to:

Texas State Council Knights of Columbus,
6633 Hwy 290 East, Suite 204,
Austin, Texas 78723-1157



The Charity Pin

Every year, your council is given an opportunity to win awards by reaching your State charity goal. The goal is \$10.00 per member and the total is established by the number of members in each council as of July 1, 2018. Whenever a member donates \$20.00 or more, he will receive a beautiful lapel pin. The donation for the pin is a personal contribution from an individual. This pin donation is not to achieve the initial goal, but to enhance the contribution. By completing the Charity Contribution form, the council will be given credit towards its goal.

Infirm Priests Fund (License Plates)

Joe Govea, Chairman

Displaying a K of C License plate proudly proclaims that you are a Knight, a Catholic, and that America is "One Nation Under God"! What better statement could you make to those that see your vehicle on the road? By purchasing or renewing a K of C license plate, you have an opportunity to take care of our Infirm Priests. The price of the license plate is \$30.00 annually. However \$22.00 of that is returned to the Texas State Council for the Infirm Priests Fund. This fund is then distributed equally to the fifteen dioceses in Texas.

These plates may be purchased for automobiles or trucks and are available with the handicap logo. Personalized plates are available for an additional \$40 annually.



If you have a K of C license plate on your car, thank you for your support! If you do not, when are you going to order yours? Go to <http://txdmv.gov/motorists/license-plates/specialty-license-plates>

Cardinal Medeiros Fund

Joe Govea, Chairman

The Cardinal Medeiros Trust Fund was established in 1981 and incorporated into the Texas State Council Charities Program. Humberto Cardinal Medeiros was the Bishop of Brownsville, Texas from 1966 until 1970. He served as the Texas State Council Chaplain 1969-1970. He was named the Archbishop of Boston on September 8, 1970 and created a Cardinal on March 5, 1973.

The Cardinal Medeiros Fellow Program was started in 1998 to increase the principal in the trust fund. The interest earned is used to exclusively fund our educational grants. An increase in the interest income facilitates and permits additional educational grants.

A Cardinal Medeiros Fellow may be ordered for a Knight of Columbus or a Knight's wife. Additionally, it may be ordered in memory of a deceased Knight or a deceased Knight's wife. This is a marvelous way to honor an individual, while at the same time providing a gift that keeps on giving through scholarship grants. With a contribution of \$1,000, the honoree is awarded a plaque and a lapel pin and their name is engraved on the Honor Roll at the State Office. The Honor Roll is displayed each year at the State Convention.

The Cardinal Medeiros Sustaining Member Program was established to allow greater participation. The entry level into this program is \$100.00, with the balance payable in installments. An attractive lapel pin designates the contributor as a Sustaining Member. The Fellow is awarded when the full \$1,000 contribution is completed.

To become a Medeiros Fellow Sustaining Member, visit the Texas State Council website:

<http://www.tkofo.org/uploads/CardinalMedeirosfellowapplication.pdf>, and follow the application instructions.

Special Olympics

Carlos Ortiz, Chairman

The mission of Special Olympics Texas is to provide year-round sports training and athletic competition in a variety of Olympic type sports for children and adults with intellectual disabilities, giving them continuing opportunities to develop physical fitness, demonstrate courage, experience joy and participate in a sharing of gifts, skills and friendship with their families, other Special Olympics athletes and the community.

Volunteers

Special Olympics Texas would not exist today and could not have been created without the time, energy, and the dedication of thousands of volunteers. Over 38,000 volunteers dedicate their time in helping athletes with intellectual disabilities in achieving their dreams. We as volunteers take an oath:

"I promise to give the time of my life, so that Special Olympics Athletes can have the time of their life.

I promise to support Special Olympics not just as an expression of charity, but as a form of respect for my fellow human beings.

I promise to spread the word of volunteerism because in giving, I receive so much more in return."

Partnership Profile with Special Olympics (Form 4584)

EVERY COUNCIL should fill out a Form 4584, Partnership Profile Report with Special Olympics, which details each council's involvement - event attended, dollar contribution and manpower hours devoted to various Special Olympics competitions. Those councils who participate in State Charities may also add 25 cents per member to the donated amount (Section IV, line 1). The form is required to be submitted whether councils were involved in Special Olympics or not. Forms are due January 31 of the fraternal year.

Chic O'Conner Award

Charles 'Chic' O'Conner October 9, 1919 –April 22, 2010

Chic was a proud member of the Knights since 1943. He was very instrumental in starting Special Olympics in Gregg County (Longview). He became involved because his daughter, Monica, was very special. The O'Conner family has done everything from being Timers, Huggers, Chaperones and Pizza Providers for the entire Gregg County Delegation and Area events.

We have recently announced the Charles 'Chic' O'Conner Annual Memorial Award. This award recognizes a Brother Knight for his exemplary contributions in supporting Special Olympics Texas. Criteria includes: Leadership, Volunteering, Fundraising and Community Involvement. The nomination form can be found on the state website. Deadline for the form is March 1.

Forms can be mailed to Carlos Ortiz at carlort46@aol.com or Boyd Burris at burrispb1549@att.net

"LET ME WIN, BUT IF I CANNOT WIN, LET ME BE BRAVE IN THE ATTEMPT"

Special Olympics Pins are available from your Diocesan and District Deputies for a \$15.00 Donation. Let's support our Olympians as part of our 1st Degree!

Emergency Response Policy

Harry S. Storey, Chairman

The mission of our emergency response program is to provide GUIDANCE and ASSISTANCE to our brothers and councils before and after disasters.

Utilizing our state-wide network of Emergency Response Coordinators, we provide GUIDANCE to councils and Knights, thus allowing a concerted effort for all involved.

Our relief ASSISTANCE comes through charitable giving from our brothers and councils.

For disaster relief, training, guidance, and resources, contact:

2019 – 2020 TEXAS STATE EMERGENCY RESPONSE COMMITTEE

Position	Diocese	Name	Phone	E-Mail
State ERC Chairman		Harry Storey	214-557-2923	hss@storeycorp.net
	El Paso Diocese	Manuel Dixon	915-630-7222	aatint@aol.com
	San Angelo Diocese	Al Novogradac	432-556-7958	alnovogradac53@gmail.com
East/Central Regional ERC		Larry Pellerito	281-224-3728	larry.pellerito@se.com
	Austin Diocese	Kevin Brinkman	512-574-7855	kabrinkman78613@gmail.com
	Beaumont Diocese	Phil Chauvin	409-963-9526	pchauvin@gt.rr.com
	Galveston/Houston Diocese	Jerry Giegerich	281-610-6507	jergig1955@gmail.com
	Victoria Diocese	Leroy Dettling	979-533-2245	ldettling@sbcglobal.net
North/East Regional ERC		Ben R. Oani	214-478-9116	ben.r.oani@gmail.com
	Dallas Diocese	Serge Yudom	214-971-1776	serge@gvmlc.com
	Ft. Worth Diocese	Jack Schooley	817-291-5430	jack.schooley@att.net
	Tyler Diocese	Darrel Vidrine	703-231-7982	darrel.vidrine@suddenlink.net
Panhandle Regional ERC		Robert Leal	806-781-9875	rleal1971@yahoo.com
	Amarillo Diocese	Carlos Ruiz	806-344-6432	inkspot@wtrt.net
	Lubbock Diocese	Robert Leal	806-781-9875	rleal1971@yahoo.com
South/West Regional ERC		Mike Buecher	210-710-1457	buechmike1998@yahoo.com
	Brownsville Diocese	Mario Moreno	956-793-7859	mariomoreno11@gmail.com
	Corpus Christi Diocese	Edward Cantu	361-855-3440	edwardcnt@gmail.com
	Laredo Diocese	Isaac Gonzales	830-968-9151	ikegonz44@gmail.com
	San Antonio Diocese	Daniel Aguilar	210-410-1658	daguilar1@safx.rr.com

For information on the Knights of Columbus Disaster Relief Program: www.KofC.org/prepare

For disaster assistance and grant information, e-mail : **Emergency Response Policy**

Knights of Columbus Texas State Council / State Council Charities EMERGENCY RESPONSE POLICY

When a disaster or emergency occurs that affects a community in Texas served by the Knights of Columbus, the State Office and the Emergency Response Coordinators (ERC) will reach out to the Diocesan Deputies, District Deputies and Grand Knights in the affected areas to determine the severity of the disaster and to provide guidance and assistance. Depending on the level of need, the Texas State Council's response will follow a graduated response scenario.

Tier 1 – Immediate Assistance needed to alleviate loss of food, clothing, fuel, income and/or shelter

- A. Local Councils and Knights of Columbus leaders will assess the needs of specific Brother Knights and provide this information to the State and local Diocese (E-Mail: EmergencyResponse@TKofC.org).
- B. The State ERC will evaluate the severity of the damages, Knights affected, and will promptly report this information to the State Charities Board President.
- C. State Charity Board President will determine the extent of initial involvement
 1. If appropriate, authorize issuance of \$100 gift cards to be distributed to those in need
 2. Gift cards distributed must be documented with each recipient's name and amount given
 3. One or more cards will be given as needed based on individual assessment in the field

Tier 2 – Request for funds to provide response and assistance

- A. Depending on the needs and funds available, the State Charities Board (SCB) may consider:

- a. Requests from Bishops in the affected areas and respond accordingly
 - b. Reimbursement requests from Councils for food and supplies to help those in need
 - c. Grant requests from Knights and widows of Knights in need of assistance
 - d. Expedited procedures and other ways to assist those in need
- B. SCB may determine the appropriate method to solicit donations and to what extent donations should be solicited to meet additional projected needs or to replenish prior approved contributions for disaster response.
- C. The State ERC will work with the SCB President to collect and distribute funds, gift cards, supplies, and volunteers from Supreme, Councils, and other organizations.

Tier 3 – Cooperation with other Catholic organizations to identify the need and provide assistance

- A. Depending on the severity of disaster, provide a handout to those who receive gift cards or grants with local contact information specifically for Catholic Charities and/or St. Vincent de Paul
- B. The Diocese and local Councils should seek opportunities to work with CC or SVdP to assist those in need (example: provide meals, manpower, supplies, etc.)
- C. Consider targeted fundraising opportunities with other active Catholic relief organizations (may work best on a local or regional basis with Councils or Chapters in a Diocese)

Refer those in most serious need to other large scale or longer-term public relief agencies and programs: Red Cross shelter; SVDP “House in a Box”; FEMA rebuilding loan; etc.

Charity Contribution Form 2019-2020

<https://www.tkofo.org/downloads/CharityPin.pdf>

Texas State Charities



Donations of \$20.00 or higher will be recognized with a State Charities Lapel Pin. Thank you for your generosity and assisting the Texas State Charities Program as well as supporting our Bishop's selected Diocesan charities.

Please include your pledge or contribution. Make check payable to

Texas State Council Charities.

6633 Highway 290 East Suite 204

Austin, TX 78723-1157

Name: _____ Council _____

Address: _____

City, State Zip: _____

Telephone: (____) _____ - _____

Amount Enclosed: \$ _____ Lapel Pin Presented (Y / N): _____

Thank you for your generosity - State Officers and State Charities Team

Texas State Charities



Donations of \$20.00 or higher will be recognized with a State Charities Lapel Pin. Thank you for your generosity and assisting the Texas State Charities Program as well as supporting our Bishop's selected Diocesan charities.

Please include your pledge or contribution. Make check payable to

Texas State Council Charities.

6633 Highway 290 East Suite 204

Austin, TX 78723-1157

Name: _____ Council _____

Address: _____

City, State Zip: _____

Telephone: (____) _____ - _____

Amount Enclosed: \$ _____ Lapel Pin Presented (Y / N): _____

Thank you for your generosity - State Officers and State Charities Team

Texas State Charities



Donations of \$20.00 or higher will be recognized with a State Charities Lapel Pin. Thank you for your generosity and assisting the Texas State Charities Program as well as supporting our Bishop's selected Diocesan charities.

Please include your pledge or contribution. Make check payable to

Texas State Council Charities.

6633 Highway 290 East Suite 204

Austin, TX 78723-1157

Name: _____ Council _____

Address: _____

City, State Zip: _____

Telephone: (____) _____ - _____

Amount Enclosed: \$ _____ Lapel Pin Presented (Y / N): _____

Thank you for your generosity - State Officers and State Charities Team

Texas State Charities



Donations of \$20.00 or higher will be recognized with a State Charities Lapel Pin. Thank you for your generosity and assisting the Texas State Charities Program as well as supporting our Bishop's selected Diocesan charities.

Please include your pledge or contribution. Make check payable to

Texas State Council Charities.

6633 Highway 290 East Suite 204

Austin, TX 78723-1157

Name: _____ Council _____

Address: _____

City, State Zip: _____

Telephone: (____) _____ - _____

Amount Enclosed: \$ _____ Lapel Pin Presented (Y / N): _____

Thank you for your generosity - State Officers and State Charities Team

Educational Grants

Giacomo R. Leone, Chairman

Texas State Council Charities maintains two Educational Grant Programs that are funded by the interest received on the Cardinal Humberto Medeiros and Christopher Trust Funds managed by the Supreme Council. These two programs are the Catholic School Grants and the individual student Educational Grants.

Catholic School Grants

Texas State Council Charities will award \$2,000 or more per diocese to designated Catholic Schools within each diocese. Prior to March 1, the Educational Grant Committee will ask the Bishop of each Diocese, in conjunction with the Diocesan Superintendent or Director of Catholic Education, to designate schools in the diocese to receive the funds and the amount (at least \$500) each school is to receive. Funds will be provided to the designated schools in the diocese after the State Convention. The total amount available for each diocese will be determined using a formula based on the number of Knights in each diocese. Each diocese will receive at least one \$2,000 grant.

Individual Educational Grants

The Texas State Council will award at least one \$1,000 Educational Grant per diocese and two more \$1,000 Educational Grants to members of the Columbian Squires. The total number of grants for each diocese will be determined using a formula based on the number of Knights in each diocese. Applications for these grants are due March 1, 2020. Winners will be announced at the State Convention.

Who Is Eligible for the Individual Educational Grant?

The application must be complete and received on time, by the March 1 deadline.

An applicant must be sponsored by a Knight of Columbus council in good standing located in Texas.

A Brother Knight, his wife, child, or grandchild is eligible. Descendants of deceased members or grandfathers who were in good standing are also eligible. Any graduating senior of a Catholic High School in Texas is eligible when sponsored by a local council in Texas – even when the student's parent or grandparent is not a Knight.

The sponsoring council's Supreme and State per-capita must be paid in full and the council may not be suspended by the Supreme Council.

Educational Grant money is to be used for education in a University, College, Junior College, Technical School, Business School or Seminary.

The application must be complete, and received on time, and legible.

Guidelines for the Educational Grant Application are found in the application, which is available on the Texas State Council website and in the Star Guide <https://www.tkoqc.org/downloads/v/texas-state-council-educational-grant-application>.

1. from your District Deputy
2. by email from Educational Grant Chairman at gialeone575@gmail.com

The formula for determining numbers of grants is one per diocese, plus one additional grant for reaching each increment of 7,500 Knights in the Diocese as of July 1 each year.

EDUCATIONAL GRANT APPLICATIONS ARE DUE BY MARCH 1.

Wheelchair Program

Bill Weber, Chairman

The Knights of Columbus, in partnership with the American Wheelchair Mission, raise funds to support the purchase of wheelchairs for the estimated 100 million people worldwide that need a wheelchair and cannot afford one.

Wheelchairs allow children with physical disabilities to go to school for the first time, adults to go to work to provide for their families and the elderly to get out of a bed that they may have been confined to for years at a time. It is estimated that each wheelchair delivered changes and improves an average of 10 lives, so it is answering the prayers and changing the world for an entire family.

Our Worthy State Deputy sets a goal every year for each council to donate at least \$150 for the purchase of one wheelchair. To achieve this objective, the council's budget should reflect this amount as a line item. The Grand Knight should regularly include the Wheelchair Ministry on the agenda of their monthly council meeting.

Donation forms can be found at www.tkoqc.org under Downloads - Texas State Council Forms, https://www.tkoqc.org/downloads/American_Wheelchair_Mission_Donation_form.pdf. Please email Chairman Bill Weber with your donation details and make sure that your council number and diocese are on the check. Make checks payable to American Wheelchair Mission and mail with forms to: American Wheelchair Mission, Dan Moberg, 2600 E. Seltice Way, Suite A172, Post Falls, ID 83854-7991.

For each \$150 donation, a wheelchair is delivered and the donor is sent a folder with a certificate of thanks that can be personalized as a gift in honor or memory of a loved one, and a photo of a person that has received a wheelchair.

The Knights of Columbus provide a grant each year to the American Wheelchair Mission to cover their overhead costs, so 100% of your

donation goes toward the purchase and delivery of wheelchairs.

A very good way to raise funds for the purchase of wheelchairs is to conduct a Wheelchair Sunday at your parish. This gives parishioners an opportunity to join in this ministry and it is easier than a pancake breakfast. For any assistance, please contact Bill Weber at yankeesweb@tx.rr.com or (214) 405-8023.

Steps to be done for your Wheelchair Sunday:

1. Obtain the permission and support of your pastor. Bill can talk to him with you.
2. Coordinate with the appropriate parish staff person to select a weekend or two consecutive weekends for the event that do not compete with other parish fund drives.
3. Publicize the event in your parish communications, such as the weekly bulletin, website and bulletin boards, up to six weeks before the event.
4. Get the supplies needed from Bill, if he is not available to attend your Wheelchair Sunday.
5. On Wheelchair Sunday weekend:
 - Read a pulpit talk or show a DVD at all the Masses. If you have the drive over two weekends, a brief pulpit announcement should be made at all the Masses on the second weekend.
 - Have a table setup outside your sanctuary to take donations, hand out materials and answer questions.
 - Checks should be made payable to the American Wheelchair Mission; if they are not, they need to be redone. If the parishioner fills out a donation form, the check should be paper clipped to it.
 - For credit card donations, parishioners can write their credit card information on the donation form or go to www.amwheelchair.org to donate online. Be sure to tell parishioners to enter your council number in the organization field online so that you will get credit for the donation. Do not run credit card transactions through your council, since the funds go directly to the American Wheelchair Mission.
6. For the loose cash received, your council will write a check to the American Wheelchair Mission for the loose cash amount. For the forms that have cash attached to them, please write "CASH" at the top of cash forms. Those forms should be attached together with the check written for the total cash amount from the forms.
7. Make a copy of the donation forms that indicated they are interested in attending a wheelchair distribution so that your council can contact them about future distributions.
8. All checks and forms should be mailed to Dan Moberg at the address above.

Wheelchairs are shipped in small and large containers. The small one contains 110 wheelchairs and requires \$18,700, while a large one contains 280 wheelchairs and requires \$42,000. All arrangements for procurement and shipment of containers are managed by the American Wheelchair Mission.

A council or diocese raising enough funds to provide either a small or large container may designate the location for distribution. Anyone wishing to assist in distribution may do so at their own expense. **WARNING!!** A box of Kleenex may be needed as most presentations to recipients are very emotional and include tears.

Wheelchair Sundays will not only raise funds, but will also present an opportunity to recruit new members. Emphasize that CHARITY is being demonstrated as the first principle of our Order. If it is not possible to conduct a Wheelchair Sunday, then Grand Knights should insure that our Worthy State Deputy's objective is met by each council raising \$150 for the purchase of one wheelchair.

"CHANGING LIVES THROUGH MOBILITY"

Charities Awards

2019 - 2020

Individual Donor Designations:

Lapel Pin Donor \$20-\$99; Bronze: \$100-\$249; Silver: \$250-\$499; Gold: \$500-749; Platinum: \$750+

Council Awards:

Quick Start Honor Roll	Plaque	Meet 100% of goal by 12/31/19
Honor Roll	Plaque	Meet 100% of goal by 06/30/20
Joseph G. Murphy	Plaque	Highest % or Highest \$ Amount
(Council can win only one award)		
Hall of Fame	Plaque	5 consecutive years of 100%
Emil E. Ogden	Plaque	10 consecutive years of 100%
15 Year Award	Plaque	15 consecutive years of 100%
Daniel Cardinal DiNardo	Plaque	20 consecutive years of 100%
Saint John Paul II	Plaque	25 consecutive years of 100%
Judge Ricardo H. Garcia	Plaque	30 consecutive years of 100%
200% Club	License Plate and Statue for Grand Knight	200% of Goal
300% Club	License Plate and Statue for Grand Knight and License Plate for 1 additional member	300% of Goal
District Deputy	License Plate	District meets 100% of District Charities goal with each Council Contributing minimum of 25% Council's charities goal
District Deputy	Shirt	All Councils meet 100% by December 31, 2019.
Diocesan Deputy	Ring	Diocese attains 100% of goal.

The following is the list of Dioceses and their designations for the funds received through the Texas State Charities.

Bishop	Diocese	Bishop's Charity Designations
Bishop Patrick J. Zurek	Amarillo	Secondary Catholic Education in the Amarillo Diocese
Bishop Joe S. Vasquez	Austin	Vocation Fund / Emergency Funds for the Priests
Bishop Curtis J. Guillory	Beaumont	Infirm Priests Fund
Bishop Daniel E. Flores	Brownsville	Deaf Ministry/Disabled Program
Bishop William Michael Mulvey	Corpus Christi	Catholic Charities
Bishop Edward J. Burns	Dallas	Persons with Disabilities and Deaf Ministries
Bishop Mark J. Seitz	El Paso	Vocations
Bishop Michael F. Olson	Fort Worth	Deaf Ministry and Seminarian Support
Daniel Cardinal DiNardo	Galveston/Houston	Archdiocesan Catholic Schools
Bishop James A. Tamayo	Laredo	Evangelization/Outreach Charity & Seminarian Support
Bishop Robert M. Coerver	Lubbock	Vocations/Seminarian Support
Bishop Michael J. Sis	San Angelo	Seminarian Education
Archbishop Gustavo Garcia-Siller	San Antonio	Deaf Ministry
Bishop Joseph E. Strickland	Tyler	Seminarian Education & Training
Bishop Brendan Cahill	Victoria	Continuing Education for Priests, Extension of Lay Ministry and Evangelization



Education, Training & Communication

Let Your Light Shine

Reed A Fontenot, III, Education and Training Director

The mission of the Texas State Education and Training Team is to provide leadership training and resources for Knights in the State of Texas. The primary audience will be Grand Knights, Financial Secretaries, Trustees, District Deputies and Diocesan Deputies. We offer consistent resources to supplement Supreme materials. Financial Secretary training materials (also in Spanish) and other leadership content are available for download. These are available on the home page of the Texas State Council Website, <https://www.tkofo.org>, then click on the icon below:

Training - Financial Secretary and District Deputy Resources

- Supreme Resources - Officer Training Website - <https://goo.gl/fFrac9>
(DD, GK, DGK, FS, New Officer training, Personal Recruitment Skills – open to all)
- District Deputies - Twice per year we will conduct training at the State Organizational Meeting in July (District Deputy 101) and the State Mid-Year Meeting in December (District Deputy 102). We will provide a training curriculum for Diocesan Deputies to hold Diocesan Meetings and one-on-one training of District Deputies on their basic roles and responsibilities. We will update additional leadership resources. Materials are available for download.
- Diocesan Deputies – Leadership training resources will be available for download from the State website.
- Financial Secretaries – we have six Financial Secretary Trainers available in the state that are assigned to specific Dioceses. Diocesan Deputies and District Deputies are expected to utilize these services during the year. The basic FS training session will last approximately three hours. Diocesan Deputies should ensure that internet access is available. This class is open to all council and assembly officers and district deputies. Financial Secretary Trainers will also be able to offer one-on-one and WebEx training as requested. Please feel free to contact your assigned Financial Secretary for any training needs.

Craig Modrzynski – Dioceses of Dallas, Fort Worth and Tyler.
craigmod@gte.net, 214-263-5275

Robert Hernandez – Dioceses of Austin and Amarillo.
bobbyrh@yahoo.com, 512-393-9739

Peter Donahoe, Jr – Dioceses of San Antonio, Lubbock.
pldjr4287@gmail.com, 830-391-3701

Robert Alcala – Dioceses of Beaumont, Houston and Victoria.
ralcala.js@live.com, 713-854-4410

David Solis – Dioceses of El Paso and San Angelo.
dsolis4027@aol.com, 915-238-8735

Michael Murphy – Dioceses of Brownsville, Corpus Christi and Laredo.
Michaelmurphy9@gmail.com, 956-793-0562

Communications

We promote the activities of the Knights of Columbus throughout the great State of Texas. Media utilized will include the State Website, the Texas Knight Online publication, Facebook and Twitter. Flocknotes is the official email platform for the State Family with distribution lists constantly updated for Diocesan Deputies, District Deputies, Grand Knights, Financial Secretaries and others. Our Presentations Chairman will be available at State meetings for PowerPoint, video and audio needs.

In order to increase our online presence, we have asked each Diocesan Deputy to appoint a Social Media Coordinator who will have full administrative rights to post content on our State Facebook page. All postings are, of course, consistent with the Supreme Social Media Policy (training provided by our State Social Media Chairman).

The communications team is always looking for articles to share worthy news with all brother knights in the state. Articles, including pictures, are needed to have successful publications. Everyone is asked to attend local Council, District, or Diocesan events, take digital photos, write a short story and submit for publication. Typed articles are appreciated. Photos should be sharp and captioned. Emailed articles and photos are preferred. We suggest that the Diocesan Social Media Coordinators also serve as Texas Knight Reporters.

Editor / Webmaster Texas Knights of Columbus Publications

Mark Johnson
(512)-851-8000
E-Mail: mjohnson@creatdev.com

Deadlines for Texas Knight:

August 1, 2019

November 1, 2019

February 1, 2020

May 1, 2020

Archived Photos from all State Events – www.flickr.com/photos/texasstatecouncil

Flock notes - <https://app.flocknote.com/txko/c> (emailing system for State officers and Directors)

Texas State Council Facebook page – www.facebook.com/txko/c

Texas State Council Twitter page – <https://twitter.com/txko/c>

Texas State Council Website – www.tko/c.org

Communications Award

Texas Knight Reporters award's – for outstanding reporting of local Knights of Columbus events. Up to three winners will be decided by the communications team.

Council Communication Award – our intent is to award those councils in recognition for excellence in digital media. We will award a first, second and third place winner to be selected by the State Directors. Nominations and links should be sent to the communications team at communications@tko/c.org by March 1, 2019.

Submission of all forms to the State Office:

Council Officers and District Deputies should submit all forms via email.

Councils should copy all forms to their District Deputy.

Forms NOT requiring the State Deputy's Signature (185- Officers elected, the 365 - Service Program Personnel Report, Semiannual Council Audits, etc.) should be emailed to forms@tko/c.org.

Two key forms are needed by the State Office ASAP. Once you complete on the links below make sure you also send to the State email address, forms@tko/c.org

- Council Officers Elected (form 185), <http://www.ko/c.org/un/en/members/resources/forms/185.html>
- Service Program Personnel Appointed (form 365), <http://www.ko/c.org/un/en/members/resources/forms/365.html>

Forms REQUIRING the State Deputy's Signature (133 - Notice of Intent to Establish a Council, 1938 - Evaluation of Financial Secretary, etc.) should be emailed to sdsignature@tko/c.org

You will receive a reply message from the State Office upon successful receipt of your form submission.

TEXAS STATE COUNCIL KNIGHTS OF COLUMBUS
STATE OFFICE
6633 HIGHWAY 290 EAST, SUITE 204
AUSTIN, TEXAS 78723-1157
(512) 442-1492 FAX (512) 326-1492
EXECUTIVE SECRETARY'S EMAIL ADDRESS: MIKEM@TKOFC.ORG
WWW.TKOFC.ORG

1. All correspondence and checks sent to the state office should be clearly identified with the council number and the person's name and title mailing the correspondence.
2. Checks should be clearly marked as to its purpose. If the check is for payment of a Texas State Council invoice or billing, kindly return a copy of the invoice or billing so that your payment can be properly recorded.
3. Any changes of council officers, addresses, phone numbers and email addresses should be mailed or emailed immediately to the state office. This will insure that all state office correspondence reaches the right people.
4. Study the Texas State Council Star Guide. It contains a preliminary listing of the Texas State Council personnel, a description of current fraternal year programs and state council award criteria.
5. The **Form 185, Report of Officers**, should be completed and filed promptly by the Financial Secretary each year after election of council officers. This form is due at Supreme on July 1st. It is important that a copy of this form be sent to the State Office. Email Form 185 to forms@tkofc.org. The State Office uses the information on the Form 185 to maintain a database of all council Grand Knights and Financial Secretaries, and it is from this database that the Texas State Council Directory is created.
6. Follow the due dates marked on each form. Two items that deserve your attention:
 - A. **State Council Service Program Awards Entry Form**: Each council should report their best activity in each category, and submit your entry by March 1st to the Programs Director.
 - B. Each council should file the **Columbian Award Application** to the Supreme Council well before the June 30th due date.
7. Supreme Council Office: Most of your printed materials and visual aids are supplied by the Supreme Office. For questions, call the toll-free line, 1-833-591-7770. In addition, you can email Supplies Online at customersupport@webbmason.com. A dedicated customer service team, specific to the Knights of Columbus, will answer that line. They will operate from 8:00 a.m. to 6:00 p.m. Monday through Friday, Eastern time.
8. If you are a grand knight, financial secretary, faithful navigator, faithful comptroller, district deputy, or state council officer and are having issues with accessing Officers Online, please call either the Supreme Council Customer Service Department at 1-800-380-9995 or the Member Management Call Center within the Membership Records Department at 1-203-800-4955 for assistance.
9. For military councils, please contact Mary Beth Stankiewicz at marybeth.stankiewicz@kofc.org to order supplies.
10. Communication is important. If you have a problem or do not understand something, please contact your District Deputy or Diocesan Deputy. Remember that your State Office will also assist you or see that you receive assistance.

FOOTBALL SWEEPSTAKES FRENZY, 2019

The State Per Capita charges to the councils for each member has remained the same for over 27 years. The Budget passed at the 2019 State Convention did not change for the coming fraternal year, so the Texas State Council is counting on this program to fill the gap in the operational funds that are needed.

How It Works. For only \$10.00 the purchaser, who must be at least 18 years of age, receives a Discount Coupon along with a FREE Pro Football Game Card. This Coupon gives the purchaser access to a website that will have numerous discounts good towards online and in-store purchases. These offers include food, sporting goods, clothes, etc. Restaurant.com is also a featured vendor. With these services, the buyer can easily recoup the cost of the Coupon and much more!

Each Football Game Card has 4 different pro football teams pre-selected each week, for 10 weeks of games starting October 27th, 2019 and ending December 29th, 2019. You do not have the same 4 teams for the whole series. Each gamecard has 10 chances to win every week, giving you 100 chances overall to score some cash! To determine winners, the scores of the teams listed on your card for that week are totaled and compared to the scores of the other tickets sold. The card with the highest total points wins \$400.00. The top 8 cards win with second through eighth place receiving lessor amounts. If the team on your card didn't do well at all, perhaps forgetting to come out of the locker room, the lowest scoring card receives \$60.00 with the second lowest card snagging \$40.00. We are continuing with the GRAND PRIZE this year! The game card with the highest total points scored for the entire 10 weeks will win \$1,000.00!

You can follow the results each week online by going to the TKOFC.ORG website and clicking on the Football Frenzy icon on the right side of the page. This will take you to the game card ranks against the others. If your card is a winner, there is nothing that you need to do. Players receive their winnings automatically from the State Office. Checks will normally be in the mail by the end of each week. If you should happen to lose your game card, no problem, the check will still be in the mail!

There are incentives listed below for councils to sell these coupons, so GET IN THE GAME! Together we can fill that gap in the budget for our State Officers who serve the great state of TEXAS!

Description	Recipient	Award	Goal
GRAND PRIZE	BUYER	\$1,000.00	
Council Sales	Council	\$1.00/Ticket	For each coupon the council sells from 26-75
Awards	Council	\$2.00/Ticket	For each coupon the council sells from 76 & up
	Council	Drawing @ 2020 Convention	For each 25 tickets sold by council entered in drawing to be held during the convention Awards Program



2019 DIRECTIONS

1. **MEMBERSHIP CARD COST:** Membership Card is \$10.00. Purchase of the Membership Card automatically enters you into the Football Frenzy Game.

2. **GREEN BEE SAVINGS CLUB:** Go online to www.greenbeesavingsclub.com to take advantage of the Restaurant.com certificate offers. Your membership is valid online until 12/31/2019.

3. **FILL OUT STUB:** Football Frenzy participants must PRINT LEGIBLY their name, address, and telephone number on the stub. Put your name and council number on the bottom line of the stub. You keep the stub and give the Membership Card with attached Football Frenzy ticket to the supporter. Stubs need returned to the address below by: **OCTOBER 1, 2019.**

4. **MONEY:** Turn in all stubs with the collected money (see below).

Please make check payable to: **TEXAS KNIGHTS**

5. **TEAMS:** There are 32 football teams. Football Frenzy tickets have 4 teams each week, and the 4 teams change weekly. No two tickets have the same 4 teams each week. Team codes are listed on the back of the ticket.

6. **DATES:** Football Frenzy tickets are valid for the last 10 weeks of the Pro football season. Week #1 is October 27th. Week #2 is November 3rd. Week #3 is November 10th, etc.

7. **PRIZES: TOTAL PRIZES will be \$12,000!** Prizes are awarded weekly to the ticket holders with the 4 teams that score the most or the least number of points. These 4-team totals are called the "Highest 4-Team Totals" and the "Lowest 4-Team Totals." The prizes for these winners are listed on the tickets. A total of \$1,100 will be paid to the ticket holders with the "Highest" and the "Lowest" 4-Team totals each week. **GRAND PRIZE:** The ticket holder that has the highest cumulative total points from all 10 weeks is eligible to win the grand prize of \$1,000. In case of ties, prizes are combined and split. All results are final. In the unlikely event that any circumstances beyond our control make it impossible to determine winners as stated, we reserve the right to devise an alternate method to distribute prizes.

8. **WINNERS:** Winning ticket numbers are posted weekly and are notified by mail. It makes no difference whether teams win or lose. In case of ties, prizes are combined and split. Winners do not need to claim a prize.

9. **BYE WEEKS:** The scores from the previous week's game will be used for teams that are not scheduled to play on any given week.

10. **CHECK RESULTS:** Winning ticket numbers will be posted weekly on Tuesdays, starting Tuesday, October 29th. Go to the website listed below and click on the Football Frenzy Logo to check results. Use your browser's address bar and not a search engine such as Yahoo or Google.

11. **PURCHASE ONLINE:** Purchases can be made online by going to the website listed below, click on the Order Tickets Online Button

ORDER TICKETS
ONLINE

Then enter the code: **FB19TEXAS** Cards will be emailed to you.

Check Results: www.tkofc.org



Order Tickets Online: www.footballsweeps.com

Click on the Order Tickets Online Button

ORDER TICKETS
ONLINE

Enter your organization code: **FB19TEXAS**

**TURN IN ALL STUBS, MONEY, AND
UNSOLD TICKETS BY OCTOBER 1ST:**

**TEXAS KNIGHTS
Attn: JOHN PLOTE
6409 SAN MARINO DRIVE
ROWLETT, TX 75089**

**FOR MORE INFORMATION, QUESTIONS
OR ADDITIONAL TICKETS CONTACT:**

**John Plote, Sweepstakes Chairman:
469-964-8204 or jplote@icloud.com
Dennis Stark, Co-Chairman:
817-944-0591**

REMEMBER: You are responsible for ALL tickets AND money in your possession.

DEADLINE TO HAVE ALL STUBS & MONEY TURNED: **OCTOBER 1, 2019**



100 BIG chances to win. 10 chances to win each week!
PLUS A GRAND PRIZE OF \$1,000 TO THE HIGHEST SCORING TICKET FOR ALL 10 WEEKS

\$12,000
TOTAL CASH PRIZES

\$1,100 given away each week!

Prizes awarded for the highest and lowest 4-team totals!

Tickets are valid for 10 weeks of the pro football season from October 27 till December 29.

CHECK RESULTS ONLINE!

Results can be checked online by going to the website below and then click on the Football Frenzy Logo.

Results will be posted on Tuesdays following the dates on your ticket.

WWW.TKOFC.ORG



GET YOUR TICKETS ONLINE NOW!

WWW.FOOTBALLSWEEPS.COM

Click on the Order Tickets Online Button:

ORDER TICKETS
ONLINE

Enter Your Code: FB19TEXAS

MEMBERSHIP CARD

Green Bee Savings Club offers members discounted savings on the purchase of certificates from www.restaurant.com and Exclusive offers from Light Up Decals.

www.GreenBeeSavingsClub.com

Go to greenbeesavingsclub.com to take advantage of Restaurant.com certificate offers! Registration required. Membership valid until 12/31/19. Offers subject to change.

By purchasing this membership card, you are automatically entered into the Football Frenzy Game. No purchase necessary to enter.

\$12,000
TOTAL CASH PRIZES

HIGHEST\$ 400
2ND HIGHEST\$ 200
3RD HIGHEST\$ 110
4TH HIGHEST\$ 80
5TH HIGHEST\$ 70
6TH HIGHEST\$ 60
7TH HIGHEST\$ 50
8TH HIGHEST\$ 30
LOWEST\$ 60
2ND LOWEST\$ 40
TOTAL WEEKLY PRIZES \$1,100
CASH PRIZES FOR HIGH AND LOW 4 TEAM TOTALS

\$1,000 GRAND PRIZE
TO THE HIGHEST SCORING TICKET FOR ALL 10 WEEKS

IF YOUR FOUR TEAMS SCORE THE MOST OR LEAST NUMBER OF POINTS IN ANY WEEK YOU WIN A CASH PRIZE! YOU ARE ELIGIBLE TO WIN EVERY WEEK FROM OCTOBER 27 TO DECEMBER 29, 2019!

YOUR 4 TEAMS EACH WEEK - TEAM CODES ON BACK

1	2	3	4	5	6	7	8	9	10
OCT 27	NOV 3	NOV 10	NOV 17	NOV 24	DEC 01	DEC 08	DEC 15	DEC 22	DEC 29
ARZ	DEN	TAM	MIA	SAN	CIN	GBP	TAM	JAC	ATL
CAR	KAN	OAK	CHI	PHI	NYJ	NEP	OAK	DET	DEN
WAS	ATL	SDC	PIT	DAL	MIN	STL	SEA	BUF	TEN
HOU	CHI	DAL	MIN	CLE	HOU	SDC	CAR	ATL	CAR

ACCESS CODE: ABC-123-456
TICKET NUMBER: 35960

CHECK RESULTS WEEKLY & BUY ONLINE:
WWW.TKOFC.ORG

FOOTBALL FRENZY
100 CHANCES TO WIN
PLUS A GRAND PRIZE WIN!

ACCESS CODE: ABC-123-456
TICKET NUMBER: 35960

NAME: _____
ADDRESS: _____
CITY: _____
STATE: _____
ZIP: _____
PHONE: _____
EMAIL: _____
COUNCIL # _____

TEXAS KNIGHTS
TICKET # 35960

2019 FOOTBALL FRENZY

NO PURCHASE NECESSARY TO ENTER OR WIN. Open to legal residents of the U.S and D.C., 18 years of age or older at time of entry. To view Official Rules, visit website (www.footballsweeps.com). Sweepstakes begins at 12:01 AM Eastern Time on October 27 and ends at 11:59pm, on December 29 or when the last game is over. Sponsors: Green Bee Fundraising, LLC. Void where prohibited.

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TEXAS STATE COUNCIL STATE OFFICERS

STATE DEPUTY

T. Mark Evans (Mary)
20108 CR 186
Flint TX 75762
Cell: (903) 520-1359
Email: tmmpevans@embarqmail.com

STATE CHAPLAIN

Most Reverend Joseph E Strickland JCL
1015 ESE Loop 323
Tyler TX 75701
(903) 534-1077

ASSOCIATE STATE CHAPLAIN

Reverend Monsignor Louis B Pavlicek
1105 Deer Run
Round Rock TX 78681
Email: lpavlicek@saintwilliams.org

STATE SECRETARY

Alfredo A Vela (Rosa)
205 S Flores St
Rio Grande City TX 78582
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Email: alfredovela@hotmail.com

STATE TREASURER

Diego J Pena (Pia)
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(817) 575-9854
Email: djpena57@me.com

STATE ADVOCATE

Robert B "Bob" Goss
5100 Westheimer Rd Ste 115
Houston TX 77056
(334) 538-1415
Email: bob@gossllaw.com

STATE WARDEN

State Warden
Pat Henz (Mary)
7420 Gibson Cemetery Rd
Mansfield TX 76063
(817) 501-5197
Email: pghenz@yahoo.com

IMMEDIATE PAST

STATE DEPUTY

Douglas E Oldmixon (Jo-Dee Benson)
2407 Bluffview Dr
Austin TX 78704
Cell: (512) 415-6960
Email: deo1958@gmail.com

SUPREME DIRECTOR

Terry L Simonton, PSD (Estelle)
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Heidenheimer TX 76533
(254) 721-1116
Email: terry.simonton@kofc.org

TEXAS STATE COUNCIL OFFICE

6633 Highway 290 East, Suite 204
Austin, Texas 78723-1157
(512) 442-1492
FAX (512) 326-1492

EXECUTIVE SECRETARY

Michael L McLaughlin (Dawnn)
email: mikem@tkofc.org

ACCOUNTANT

Kari Jordan
email: kjordan@tkofc.org

COUNCIL RECORDS

Kathleen McLoughlin
email: kathleenm@tkofc.org

ALL FORMS EMAIL

forms@tkofc.org

forms NOT requiring the State Deputy Signature
136, 137, 185, 186, 365, 450, 460, 532, 944, 1295,
1728, 1993, 2408, 2629, 2630, 2863, 4001, 4567,
4584, 5023, 10057, 10071, 10092, FS 101, FS 103,
FT-1, SP-7, STSP

sdsignature@tkofc.org

forms requiring the State Deputy Signature
133, 457, 1938, 4348, CO Evaluations

SUPREME COUNCIL WEBSITE
www.kofc.org

TEXAS STATE COUNCIL WEBSITE
www.tkofc.org

ADMINISTRATIVE ASSIGNMENTS

SENIOR ADVISOR TO STATE DEPUTY

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PO Box 205
Heidenheimer TX 76533
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Email: terry.simonton@kofc.org

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San Antonio TX 78213
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Humble TX 77346
(713) 417-0571
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Dennis M. Stark (Debbie)
3002 Lily Lane
Heath TX 75126
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Email: ddstark@sbcglobal.net

INSURANCE LIAISON

Chris Stark, FICF (Kelly)
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Hurst TX 75053
(817) 616-5359
Email: chris.stark@kofc.org

HOSPITALITY

Christobal Rodriguez Jr (Elena)
6823 Rebel Grove Dr
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