

# *Knights of Columbus*

## *Ohio State Council*



*State General Program*  
*2021 – 2023*

*based on the “Faith in Action Guidebook”*

*Mark A. Siracusa*  
*State Deputy*

*Andrew J. Nuckols*  
*State General Program Director*

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Revised: 06/20/2022

***KNIGHTS IN ACTION. FAITH IN ACTION***

The Knights of Columbus offers men a place to lead their families and communities in faith and service and put their Faith into Action. Knights of Columbus members, parishes and families have the opportunity to make a meaningful difference through 33 Supreme Council-recommended programs (<https://www.kofc.org/un/en/programs/index.html> ).



Faith  
Family  
Community  
Life



*Please read the Letter from the State General Program Director on page 6.  
Many references in this state general program handbook are from the  
“Faith in Action” Guidebook, published by Supreme Council.*



## ***A LETTER FROM THE STATE DEPUTY...***

July 1, 2021

Dear Brother Knights of Ohio:

***Lord, I Am Your Servant.*** Our program theme encourages all Brother Knights to utilize their talents to best SERVE their churches, councils, and communities. As State Deputy, I am committed to the idea that we all work together toward ONE common goal: One common force practicing Columbianism as Knights of Columbus in Ohio.

There are many items of information in this general program book. On one hand, council leaders will find new and old programs, the end result of efforts put forth by our state program directors. This handbook has been designed to assist all councils with program activities in the areas of Faith, Family, Community, and Life—the components of Supreme Council’s *Faith in Action* program.

On the other hand, MEMBERSHIP and RETENTION--along with New Council Development—remain the key ingredients for the growth of the Ohio State Council and the local councils.

As Brother Knights, we also need to continue to serve our local parishes and remain the strong “right arm of the Church.”

As your State Deputy, I ask each council to remember that we are many members across this great state, but we need to unite as one force to follow our founder, Blessed Michael J. McGivney. We need to remember the adventures of our patron, Christopher Columbus, yet be attentive to the teachings of Our Lord Jesus Christ. For this fraternal year and beyond, brother knights need to always remember: ***Lord, I Am Your Servant.***

Vivat Jesus!

Fraternally,  
***Mark Siracusa***  
State Deputy

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## ***A LETTER FROM OUR STATE CHAPLAIN...***

July 1, 2021

Dear Brother Knights,

“Serviam!”—I will serve! We can imagine these words being spoken to God by Saint Michael the Archangel in response to Lucifer’s rebellious “Non serviam!”—I will not serve!

**Lord, I am your servant** is the theme of our new fraternal season. Service is at the heart of the Christian response to God and it is at the heart of the Knights of Columbus. Our service flows from our two-fold love of God and neighbor.

The spirit of Christian service stands in stark contrast to the worldly spirit. The worldly spirit—exemplified by Lucifer—sees all things in the light of a single lens: What is in it for me? A man caught up in the worldly spirit is motivated by nothing beyond his own selfish interests. Such a mindset is a spiritual disease that eats away at the heart of a man. Unfortunately, this spiritual disease is the result of Original Sin and therefore infects us all.

The Cross is the remedy to this disease. Christ’s sacrificial gift of love upon the Cross is the source of healing grace for a wounded humanity. This particular remedy, however, must be imitated for it to produce its fullest effects. On the Cross, Christ poured himself out in loving service to God and neighbor. By picking up our daily Cross, we serve in the same manner and begin to transcend ourselves in love for others.

Therefore, we say to the Lord, along with Saint Michael, “Serviam!” I will serve! We serve our God, our family, our parish, our community, our state, our nation, and our world. In this way we serve as the right arm of the Church. I promise you, my brother Knights, my prayers for your efforts to serve, and I humbly ask for your own.

Vivat Jesus!

Sincerely in Christ,

*Fr. Adam L. Hertzfeld*  
State Chaplain

St. Michael the Archangel  
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***A LETTER FROM THE STATE GENERAL PROGRAM DIRECTOR...***

Dear Brother Knights in Ohio:

***Lord, I Am Your Servant*** Whether a council has 1,000 members or 32 members, the state general program has been developed to inspire all council leaders to provide suggestions for program activities. Hopefully, these activities are fun to do as brother knights and might possibly increase membership at the same time.

Our program is based on FAITH IN ACTION, the Supreme Council program guidebook. By adopting the Supreme Council program, there are many changes from past years. Besides the State Membership Director, there are only FOUR Program State Directors. These directors manage FOUR activity categories: Faith, Family, Community, and Life. Many activities from the past will still fit into these four reporting categories. Our Ohio State Council goals include fulfilling local council requirements for the Supreme Council programs as well. There are reprints included in this handbook of the Columbian Award application (SP7) and the poster outlining the requirements for Star Council. If you have questions, regarding the Supreme Council requirements, please review information at [www.kofc.org](http://www.kofc.org) and the many resources found on the website. If you still have questions, please email, or call the state director (or me!) of that category for additional information.

Our Worthy State Deputy has assembled a great staff. The state program directors are all committed to the theme of ***Lord, I Am Your Servant*** The state team is made up of dedicated brother knights who have put time and talents into their respective programs.

As the state general program director, I ask that the Grand Knight appoint a Program and Membership Director. The Grand Knight also needs to appoint four committee chairs for each of the reporting areas. This entire leadership team then needs to sit down and review this document and the **Faith in Action Guidebook**. Challenge your leadership team to PLAN the fraternal year's programs and schedule activities and functions following the state general program's outline for mandatory activities as well as council choices. There are council choices (electives) in each major activity program to help personalize your local council's response to the state general program's expectations. My goal is that every local council in the Ohio State Council will "max" the state program so that all councils will be rewarded at the next state convention.

Fraternally,  
*Andrew Nuckols*  
State General Program Director

710 Castlegate Lane #104  
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513-521-9701  
[anuckols@cinci.rr.com](mailto:anuckols@cinci.rr.com)

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**2021-2023**  
***Lord, I Am Your Servant.***  
**Ohio State General Program**  
**Membership      Retention      New Council Development**

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**2021-2023**  
***Lord, I Am Your Servant.***  
**Ohio State General Program**  
**Membership      Retention      New Council Development**

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## **WHO TO WRITE CHECKS TO AND WHERE TO MAIL THEM**

Throughout the fraternal year all council leaders may need to write checks to the Ohio State Council leadership for the programs and activities that they participate in.

The following list will hopefully assist your council leaders to write and to send checks to the Ohio State Council leadership correctly and efficiently.

Make all checks payable to: **Ohio State Council / Knights of Columbus**

### **Matching Funds**

State Advocate, Jim Maslach  
4927 Autumnwood Lane  
Brunswick, OH 44212  
[kofcjk@gmail.com](mailto:kofcjk@gmail.com)  
<https://kofcoho.org/programs/matching-funds/>

### **Measure Up**

State Warden, Christopher Sarka  
7239 Winterbek Ave  
New Albany, OH 43054  
[c\\_sarka@hotmail.com](mailto:c_sarka@hotmail.com)  
<https://kofcoho.org/programs/measure-up/>

### **Super Cash Bonanza**

State Treasurer, Michael Felerski  
1580 Gelhot Drive, #234  
Fairfield, OH 45014  
[mfelerski@icloud.com](mailto:mfelerski@icloud.com)  
<https://kofcoho.org/programs/super-cash-bonanza/>

### **State Per Capita Payments**

State Secretary, Jeffrey Kilianny  
559 Walnut Street  
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[jtktg@yahoo.com](mailto:jtktg@yahoo.com)

### **Support Our Seminarians**

IPSD, Robert Byers  
565 Indian Run Rd  
Marietta, OH 45750  
[Robert\\_Byers@hotmail.com](mailto:Robert_Byers@hotmail.com)  
<https://kofcoho.org/programs/sos/>

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The following should be used for Football Sweepstakes and Final Four Basketball Sweepstakes fundraising activities:

<https://kofcoho.org/programs/football-sweepstakes/>  
<https://kofcoho.org/basketball-crazz/>

Make all checks payable to: **Ohio State Council / K of C Fundraising**

**Gary Eckstein, PSD**  
State Fundraising Chairman  
PO BOX 535  
Grove City, OH 43123-0535  
[gary.eckman@sbcglobal.net](mailto:gary.eckman@sbcglobal.net)

## ***Lord, I Am Your Servant ~ The State General Program***

### ***6 Steps to Max the State General Program***

- |          |  |
|----------|--|
| Step # 1 | Max the FAITH Activities Program         |
| Step # 2 | Max the FAMILY Activities Program        |
| Step # 3 | Max the COMMUNITY Activities Program     |
| Step # 4 | Max the LIFE Activities Program          |
| Step # 5 | Max the MEMBERSHIP Activities Program    |
| Step # 6 | Complete the Administrative Requirements |

### ***2021 – 2023 General State Program Goals***

**\*300 Councils**

*Report at least one Program Step*

**\*300 Councils**

*Max the Administrative Requirements*

**\*100 Councils**

*Make the Council Membership Quota*

**\*50 Councils**

*Earn at least 500 Program Points AND a net membership gain of at least one new member!*

The General Program consists of completing **5 activities in the 5 program areas:** Faith, Family, Community, Life and Membership--for a total of **25** activities from July 1 through April 15. The first activities in each program area are considered **REQUIRED**. To max the general program, the council needs to earn **500 points**.

<b>FAITH</b> – Complete 5 Activities.	<b>100 points</b>
Complete <b>1 REQUIRED</b> and <b>4 Electives</b>	20 points each
<b>FAMILY</b> - Complete 5 Activities	<b>100 points</b>
Complete <b>1 REQUIRED</b> and <b>4 Electives</b>	20 points each
<b>COMMUNITY</b> - Complete 5 Activities	<b>100 points</b>
Complete <b>1 REQUIRED</b> and <b>4 Electives</b>	20 points each
<b>LIFE</b> - Complete 5 Activities	<b>100 points</b>
Complete <b>1 REQUIRED</b> and <b>4 Electives</b>	20 points each
<b>MEMBERSHIP</b> - Complete 5 Activities	<b>100 points</b>
Complete <b>2 REQUIRED</b> and <b>3 Electives</b>	20 points each

Supreme-Featured Programs will be awarded the 40 elective points (two program activities) in their respective program areas, following Supreme guidelines *Faith in Action*. **TOTAL ~ 500 POINTS**

***Administrative Requirements***

Your council has 8 administrative requirements that must be completed to qualify for the **TOP STATE** awards. The administrative items listed below do not have any program steps associated with them. However, successful completion of the required forms will be used as one of the program tiebreakers to determine the top councils in the State General Program.

- A. **Supreme Per Capita Tax** due October 10 & April 10 (Payment to Supreme Council)
- B. **State Per Capita Tax** due August 31 (Payment to the State Secretary)
- C. **Form # 185 - Report of Officers Chosen** due June 30  
[Form185@kofcoho.org](mailto:Form185@kofcoho.org)
- D. **Form # 365 – Service Program Personnel Report** due June 30  
[Form365@kofcoho.org](mailto:Form365@kofcoho.org)
- E. **Form # 1295 – Semi-Annual Council Audit (June)** due August 15  
[Form1295@kofcoho.org](mailto:Form1295@kofcoho.org)
- F. **Form # 1728 – Annual Survey of Fraternal Activity** due January 31  
[Form1728@kofcoho.org](mailto:Form1728@kofcoho.org)
- G. **Form # 1295 – Semi-Annual Council Audit (December)** due February 15  
[Form1295@kofcoho.org](mailto:Form1295@kofcoho.org)
- H. **Safe Environment Training** – Office of Youth Protection (Grand Knight, Program Director, Family Director, Community Director) are compliant.

**Please note** that copies of all forms listed above must be submitted to the Supreme Council, State Deputy, and to the District Deputy. Most, if not all, are now accepted online.

***Program Tiebreakers***

Councils that complete all the required Steps of the State General Program will be in the running for the top state honors. The tiebreaker rules shown below will be used to position those councils that max the state General Program by completing 25 program steps, including the **REQUIRED activities**, and earning 500 points.

**Tiebreaker # 1: All Administrative requirements completed.**

**Tiebreaker # 2: Number of new members above Supreme Membership quota as of May 1.**

**Tiebreaker # 3: Percent achievement of Supreme Membership quota by May 1.**

**Tiebreaker # 4: 25 Points for NO Suspensions after October 1.**

**Tiebreaker # 5: Dollars collected per Council member for Matching Funds and Support our Seminarians combined as of May 1.**

### ***Council Division Levels***

The general program division levels are established for all size councils to competitively participate in the state program. Divisions are determined by the number of members in each council as of the May 1 Supreme roster report. The general program will have **FIVE** divisions.

<b>Division # 1:</b>	<b>183 and over Members</b>
<b>Division # 2:</b>	<b>122 to 182 Members</b>
<b>Division # 3:</b>	<b>88 to 121 Members</b>
<b>Division # 4:</b>	<b>57 to 87 Members</b>
<b>Division # 5:</b>	<b>Up to 56 Members</b>

### ***State, Division, & Diocesan Awards***

Councils have the chance to earn a variety of awards based upon their performance in the State General Program. Councils that complete the following list of requirements will receive their awards at the State Convention. There will be 3 award levels.

#### ***Gold Award***

- √ Report the required **25 programs steps** in the 5 reporting areas and earn the **500 program points**.
- √ Submit all the required **Administrative Requirements**.
- √ Achieve your council's net **Supreme Membership Quota** as of **May 1**.

#### ***Silver Award***

- √ Report the required **25 programs steps** in the five (5) reporting areas and earn the **500 program points**.
- √ Submit all the required **Administrative Requirements**.
- √ Record a **net membership gain of 5** new members as of **May 1**.

#### ***Bronze Award***

- √ Report the necessary program steps to earn at least **250 program points**.
- √ Submit all the required **Administrative Requirements**.
- √ Record a **net membership gain of 1** new member as of **May 1**.

#### ***Administrative Award***

This award will be presented to all councils that complete the 8 (eight) required administrative activities shown under the administrative requirements section. This award recognizes those councils that keep current with the Supreme and State reporting requirements.

### ***Top Overall Statewide Awards***

The **Top 6 councils** statewide regardless of division size will receive an award for their standing in the State General Program contest. The Tiebreaker rules will also be used to determine the overall council standings.

Eligible councils shall have earned the **500 program points** and submitted all the required **Administrative Requirements**.

#### ***Division Awards***

One council in each of the 6 Divisions (based on size of council) will be presented with the **Ohio State Council of Distinction Award**. This will be the council in each division based on its standing at the conclusion of the state general program and the total number of points achieved with any tiebreakers.

#### ***Division Awards (18 Awards with 3 in each Division)***

**The Ohio State Council of Distinction Award:** One Council in each of the 6 Divisions (based on size of council) will be presented with the **OHIO COUNCIL OF DISTINCTION AWARD**. This will be the council in each division based on its standing at the conclusion of the state general program and the total number of points achieved with any tiebreakers.

The number 2 and number 3 councils in each of the 6 Divisions (based on size of council) will be presented with the OHIO COUNCIL DIVISION 1,2,3,4,5 and New, 2<sup>nd</sup> and 3<sup>rd</sup> Place Awards, respectively. Eligible councils shall have earned at least **500** program points and submitted all the required **Administrative Requirements**.

However, reports received **ONE (1)** or more periods late will be recorded as late. Full points will be awarded for late reports. However, please send all reports in a timely manner.

#### ***Supreme Council Awards***

An award will be given to the council regardless of division for the **Best Overall Statewide Activity**. Recipients of these awards will have their activity forwarded to Supreme Council for consideration at the Supreme Convention. The 4 program areas of the Supreme Council awards are Faith, Family, Community, and Life. Please use Supreme State Council Service Program Awards Entry Form (#STSP) one entry form should be completed for each program category. ***There will be a total of 4 (four) state awards.***

***Honorees of the Year***  
***Six Diocesan Awards - One State Award***

One award will be given to an outstanding individual in each of the 6 dioceses for each of the following categories: Chaplain, Family, Youth and Knight.

An overall state award honoree will be chosen from each category. Each of the state award winners will receive 1 complimentary room for Saturday night at the state convention and 2 state convention banquet tickets.

***There will be 24 diocesan and 4 state awards for the Honorees of the Year.***

***State Officer of the Year Award***

The **State Officer of the Year** will be presented to the State Officer whose diocese has the highest amount of council participation in the state general program and the highest net Membership increase. ***There will be 1 state officer designated as the award recipient.***

***Faith in Action – Competition Levels***

Faith in Action programs that have competitions like Catholic Citizenship Essay Contest, Free Throw Championship, Soccer Challenge, and Keep Christ in Christmas Poster Contest, etc. The Ohio State Council follows dates listed in Supreme Guidebook for each program. The competitions always start at the local, Council level. The Council winners are turned into the District Deputy. The DD will conduct a District competition if multiple Councils in his District participated in that program. The DD will submit the District Winners for the Regional Competition. Ohio State Council, the Regional competition is the Diocese level. The Regional/Diocese level will be conducted by the Diocese District Deputy Coordinator and/or State Officer for that diocese. The winners of the Regional Competition will be turned into the Faith in Action Program Director for that program for the Jurisdictional Competition. The Jurisdictional (State Contest) Competition will be conducted by the Faith in Action Director. The winners of the State contest are sent to Supreme Council for International Level.



## ***ELECTRONIC REPORTING***

**Lord, I Am Your Servant**, The state general program is viewable on the Ohio State Council website for review and reference. It is in **.pdf** format so all or some of its contents can be readily downloaded and printed.

*The Ohio State Council Knights of Columbus website address is  
[www.kofcoho.org](http://www.kofcoho.org).*

**All reporting is to be completed online.** Please go to the Ohio State Council website as listed above. From the homepage, please click on “FOR MEMBERS” then “COUNCIL PROGRAM REPORTING” to find the link to submit your activity reports. Faith, Family Community Life program activity, please use Fraternal Programs Report Form #10784. For Membership category, “Enter Activity” page, select your council and fill in your contact information. After selecting appropriate membership program activity, enter detailed information to be submitted to the state membership director and click “Submit.” At that point, the report has been successfully submitted.

After submission, the state director will review and approve the report by 15<sup>th</sup> day of month. Upon approval, the council’s points will appear on its council scoreboard. The reporting portal will close on April 15; at that point, the state general program competition ends.

No log-in is necessary to report programs. This new reporting method utilizes features to make the procedure simple and easy. All reporting should be completed online. If more documentation is needed (especially for the Honorees of the Year), please email the additional information to the appropriate state director. Snail mail is allowable, but for all state activity reporting, electronic submissions are preferred.

### ***Ongoing Reporting Periods***

**Special notice:** Reports are to be entered as completed or **MONTHLY** as applicable. The portal will close for this year’s submissions for the state general program competition on April 15.

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**Lord, I Am Your Servant.**  
**Ohio State General Program**  
**Membership      Retention      New Council Development**

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**REPORT SUBMITTAL CHECKLIST**

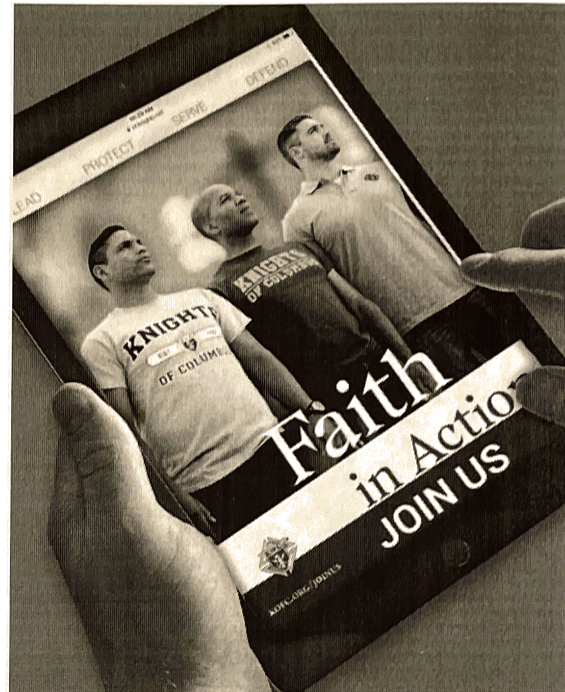
<b>Report/Activity</b>	<b>J</b>	<b>A</b>	<b>S</b>	<b>O</b>	<b>N</b>	<b>D</b>	<b>J</b>	<b>F</b>	<b>M</b>	<b>A</b>	<b>M</b>	<b>J</b>
Form # 185 Report Of Officers Chosen	1											
Form # 365 Service Program Personnel Report	1											
Order Soccer Challenge Kit	1											
Form # 1295 Semi-Annual Council Audit Report		15										
State Per Capita Payment due		31										
Online Reporting Due Dates #10784	31	31	30	31	30	31	31	28	30	15		
Supreme Per Capita Payment Due				10						10		
Order Free Throw Kit, FT- KIT					1							
OSC Matching Funds Report					15							
Form # 1728 Annual Survey Of Fraternal Activity							31					
Free Throw Participation Rpt. Use # 10784							31					
Form # 1295 Semi-Annual Council Audit Report due								15				
OSC Support Our Seminarians Report										1		
OSC Knight of the Year										1		
Family of the Year # 10680										1		
OSC Chaplain of the Year										1		
OSC Youth of the Year										1		
State Council Service Program Awards Entry Form # STSP										1		
Online Program Reporting Closed										15		
Measure Up Check / Form to State Warden											1	
Columbian Award Application, Form # SP7												30
RSVP Refund/Plaque Application Form # 2683												30
Annual Report Round Table, Form # 2629												30

# Faith in Action

## Program Categories

The programs highlighted here are meant to inspire your council to put their faith into action. The goal is for the council to conduct programs that draw men closer to their faith, families, and communities. A well-rounded council will have activities in each of the following categories: Faith, Family, Community and Life. 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.

This manual highlights 32 recommended programs. Your council is encouraged to implement any program(s) that will make a difference in your parish and community. Obtaining a minimum of 16 program credits, including at least 4 program credits in each category, qualifies the council to earn the Columbian Award.



### Supreme-Recommended Program Category Matrix

FAITH	COMMUNITY
<b>RSVP</b> <b>Into the Breach</b> <b>Spiritual Reflection</b> <b>Holy Hour</b> Pilgrim Icon Program Building the Domestic Church Kiosk Rosary Program Sacramental Gifts	<b>Coats for Kids</b> <b>Global Wheelchair Mission</b> <b>Habitat for Humanity</b> Disaster Preparedness Free Throw Championship Catholic Citizenship Essay Contest Soccer/Hockey Challenge Helping Hands
FAMILY	LIFE
<b>Food for Families</b> <b>Family of the Month/Year</b> <b>Family Fully Alive</b> <b>Family Prayer Night</b> Keep Christ in Christmas Family Week Consecration to the Holy Family Good Friday Family Promotion	<b>March for Life</b> <b>Special Olympics</b> <b>Ultrasound Initiative</b> <b>Pregnancy Center Support</b> Christian Refugee Relief Silver Rose Mass for People with Special Needs Novena for Life

*Faith in Action Programs — Table 2*  
**Bold** denotes Featured Programs

2021-2023

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**Ohio State General Program**

Membership

Retention

New Council Development



**FAITH ACTIVITY PROGRAM**

*To “MAX” the Faith Program, the council needs to complete 5 out of the 10 listed activities for a total of 100 points.*

- ✓ Complete the ONE \*mandatory activities for **20 points (20 points)**.
- ✓ Complete **4 (four)** of the other Faith activities for **20 points each (80 points)**.
- ✓ An appropriate Council Choice activity may be used as an elective Faith activity.

For information on the featured or mandatory activities, please refer to the *Faith in Action Guidebook, pages 3 - 13*.

***\*Council Chaplain or Spiritual Advisor Recognition (Mandatory) ~ 20 points***

*Please submit the Chaplain or Spiritual Advisor (Deacon, Religious Brother or Sister with a Religious Order) Recognition activity with appropriate documentation by April 1.*

To fulfill the requirements of this step, you may submit **either** the chaplain or religious nominee as your award designate. (You are encouraged to submit both to be in the running for state awards.) However, only one submittal will satisfy this activity and earn the 20 program points. You may use one as a Council Choice step if your council nominates one in each category.

***Complete at least 4 (four) more Faith activities ~ 20 points each***

*Please submit the Faith Activities program form with appropriate documentation and describe the activity and attendance. Possibilities include the following:*

***Refund Support Vocations Program (RSVP)***

***Into the Breach***

***Spiritual Reflection***

***Holy Hour / Eucharistic Procession***

Pilgrim Icon Program

Building the Domestic Church Kiosk

Rosary Program

Sacramental Gifts

Blessed Michael McGivney Prayer Hour

Adoration

***Bold Italics = Supreme-Featured Program.***

***Please refer to the Columbian Award application (#SP-7) as a guide in completing council Faith activities for the fraternal year.***

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## ***FAMILY ACTIVITIES PROGRAM***

***To “MAX” the Family Program, the council needs to complete 5 out of the 9 possible listed activities for a total of 100 points.***

- ✓ Complete the ONE \*mandatory activity for **20 points (20 points)**.
- ✓ Complete **4** of the Family activities for **20 points each (80 points)**.
- ✓ An appropriate Council Choice activity may be used as an elective Family activity.

For information on the featured or mandatory activities, please refer to the ***Faith in Action Guidebook, pages 14 – 16.***

### ***\*Family of the Year (Mandatory) ~ 20 points***

*Please submit the Family of the Year nomination with appropriate documentation by April 1.*

### ***Complete at least 4 (four) more Family activities ~ 20 points each***

*Please submit the Family Activities program with appropriate documentation and describe the activity and attendance. Possibilities include the following:*

***Food for Families***

***Family of the Month / Year***

***Family Fully Alive***

***Family Prayer Night***

Keep Christ in Christmas

Family Week

Consecration to the Holy Family

Good Friday Family Promotion

***Bold Italics = Supreme-Featured Program.***

***Please refer to the Columbian Award application (#SP-7) as a guide in completing council Family activities for the fraternal year.***

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## **COMMUNITY ACTIVITIES PROGRAM**

*To "MAX" the Community Activities Program, the council needs to complete 5 out of the 9 listed activities for a total of 100 points.*

- ✓ Complete the ONE \*mandatory activity for **20 points (20 points)**.
- ✓ Complete **4** of the Community activities for **20 points each (80 points)**.
- ✓ An appropriate Council Choice activity may be used as an elective Community activity.

For information on the feature or mandatory activities, please refer to the *Faith in Action Guidebook, pages 17-19*.

### ***\*Youth of the Year (Mandatory) ~ 20 points***

While we want to encourage consideration of this award to the children / grandchildren of members, **this is not a requirement**. We want to recognize outstanding youth who demonstrate active involvement in their community, reflecting good Christian principles. Nominations will be judged on the contributions to their church, their community, their family, and their country.

*Please submit the Youth of the Year nomination activity by April 1.*

### ***Complete at least 4 more Community Activities ~ 20 points each***

*Please submit the Community Activities program form and describe the activity and attendance.*

*Possibilities include the following:*

***Coats for Kids***

***Global Wheelchair Mission***

***Habitat for Humanity***

Disaster Preparedness

Free Throw Competition

Catholic Citizenship Essay Contest

Soccer Challenge

Helping Hands

***Bold Italics = Supreme-Featured Program.***

***Please refer to the Columbian Award application (#SP-7) as a guide in completing council Community activities for the fraternal year.***

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## ***LIFE ACTIVITIES PROGRAM***

***To "MAX" the Life Activities Program, the council needs to complete 5 of the 9 possible activities for a total of 100 points.***

- ✓ Complete the ONE \*mandatory activity **20 points (20 points)**.
- ✓ Complete **4** of the Life activities for **20 points each (80 points)**.
- ✓ An appropriate Council Choice activity may be used as an elective Life activity.

For information on the featured or mandatory activities, please refer to the ***Faith in Action Guidebook, pages 20 - 22.***

### ***\*Knight of the Year Recognition (Mandatory) ~ 20 points***

Every council in the Order and in the State of Ohio has members that exhibit Columbianism for the Church, Community, Family and Youth. From these men, your council will select its most deserving Brother Knight and present him with the honored award of the Knight of Columbus, namely the Knight of the Year.

*Please submit the Knight of the Year nomination activity with appropriate documentation by April 1.*

### ***Complete at least 4 more Life activities ~ 20 points each***

*Please submit the Life Activities program and describe the activity and attendance with appropriate documentation. Possibilities include the following:*

***March for Life***

***Special Olympics***

***Ultrasound Initiative***

***Pregnancy Center Support / Aid and Support After Pregnancy (ASAP)***

***Christian Refugee Relief***

***Silver Rose Prayer Service***

***Mass for People with Special Needs***

***Novena for Life***

***Bold Italics = Supreme-Featured Program.***

***Please refer to the Columbian Award application (#SP7) as a guide in completing council Life activities for the fraternal year.***

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**Chaplain or Spiritual Advisor of the Year**

State Faith Director  
Tony Offenberger  
15200 Muskingum River Rd  
Lowell, Ohio 45744  
Cell: 740-525-4823  
tonyoffenberger@gmail.com

**DUE APRIL 1**

**Enter online at <https://kofc-ohio.web.app/> “State Mandatory Activity”**

Council #:	Diocese:
Council Name:	Nom. Parish:
Nominee:	Address:
Address:	Pastor’s Name:
City/Zip:	Phone:
Phone:	Email:
Email:	
Occupation:	Spouse:

Church Activities:

Interaction with K of C:

Community Activities:

Reasons for Nomination:

Submitted by:

Phone:

Email:



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**Family of the Year**

State Family Director  
Joseph Hartle  
116 West William St  
Maumee, Ohio 43537  
Cell: 330-475-3128  
joseph.hartle@gmail.com

**DUE APRIL 1**

**Enter online at <https://kofc-ohio.web.app/> “State Mandatory Activity”**

Form #10680 Supreme <https://www.kofc.org/en/for-members/resources/faith-in-action-program-forms.html>

Council Number and Name:

**A. Personal Data**

Member’s Name:

Membership #:

Wife’s Name:

Children/Ages:

Children/Ages:

Home Address:

Home Phone:

Parish:

Pastor:

Address:

Phone:

**B. Knights of Columbus Data**

Family nominated by Council #                      in                      , Ohio

For how many years has husband/father been a member of the Knights of Columbus?

Positions (Offices/program directorships/chairmanships/committee assignments) held:

Explain the entire family’s involvement within the Knights of Columbus:

**C. Family Involvement**

Explain the entire family’s involvement within the Church:

Explain the entire family’s involvement within the Community:

Explain why this family was chosen as the model family in Ohio. Why does this family deserve the distinction of being names Knights of Columbus Family of the Year?

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**Youth of the Year**

State Community Director  
Duane A. Bassett  
301 Bunnell Street  
Hicksville, Ohio 43526  
Home: 419-542-6141  
Cell: 419-956-2321  
bassett11@frontier.com

**DUE APRIL 1**

**Enter online at <https://kofc-ohio.web.app/> "State Mandatory Activity"**

Council #:	Diocese:
Council Name:	Nom. Parish:
Nominee:	Address:
Address:	Pastor's Name:
City/Zip:	Phone:
Phone:	Email:
Email:	
Parents:	

Church Activities:

Interaction with K of C:

Community Activities:

Reasons for Nomination:

Submitted by:

Phone:

Email:

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**Knight of the Year**

State Life Director  
Christopher Bercaw  
763 Miller Parkway Dr  
Paulding, Ohio 45879  
Cell: 419-769-2679  
chriskofc@gmail.com

**DUE APRIL 1**

**Enter online at <https://kofc-ohio.web.app/> “State Mandatory Activity”**

Council #:	Diocese:
Council Name:	Nom. Parish:
Nominee:	Address:
Address:	Pastor’s Name:
City/Zip:	Phone:
Phone:	Email:
Email:	
Occupation:	Spouse:

Church Activities:

Interaction with K of C:

Community Activities:

Reasons for Nomination:

Submitted by:

Phone:

Email:

## **2021-2023 MEMBERSHIP ACTIVITIES PROGRAM**

The Knights of Columbus in Ohio has lost many members this past two years, unfortunately the pandemic took quite a few. Our Order needs many more members. We grow by inviting Catholic men to experience what the Knights of Columbus has to offer. The goal in the state general membership program is INTAKE. We need to be actively recruiting--and more importantly--- retaining members through active programming. We need to take care of the existing members by reducing suspensions and withdrawals. However, new blood is the key. The state membership program is designed to encourage and reward results.

**\*Conduct a Membership Drive and Recruit a Member (Mandatory) ~ 20 points**

**\*No Suspensions after OCTOBER 1 (Mandatory) ~ 20 points**

**\*Any Council Choice membership activity Involving LIFE (but must result in +1 member) ~ 20 points**

**\*Any Council Choice membership activity Involving FAMILY (but must result in +1 member) ~ 20 points**

**\*Any Council Choice membership activity Involving CHURCH (but must result in +1 member) ~ 20 points**

### **\*Special Replacement Activity**

Meet your council's Supreme membership goal plus one (+ 1) member by **April 1 (100 points)**. This activity can replace ALL of the activities and will give sufficient points to max the membership program with only 1 report. To qualify, your increase in membership on the April 1 membership report less suspensions on the April 1 report less outstanding form 1845's on file with Supreme on April 1 must exceed your Supreme membership quota by 1. If you feel your council qualifies, you **MUST** submit a report claiming credit.

For example:

Council 1000's Supreme quota is 4 members. On April 1, the council has one 1845 at Supreme. **Council**

Membership Report April 1, 2022	
Gain	Suspensions
6	1

$$\text{Gain} - \text{Suspensions} - 1845's = \text{Special Activity Net}$$

$$6 - 1 - 1 = 4$$

The council's net gain is 4. The Supreme quota is 4. They needed 5 to qualify. Council 1000 does not qualify for the Special Replacement Activity

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### ***Council Choice Elective Activity Suggestions***

Host a local council initiative to focus members on whom to ask

- “Recruit a local hero” – recruit a local law enforcement officer, fire fighter, EMT, or active duty military member
- “Make a Father a Brother” – Recruit a priest, monk, deacon, or seminarian.
- “FAMILY is Caring” – Host a drive to recruit family members of a brother or relative of Knights from your Council.
- “Raised Knight” – Recruit a Squire, Scout, or recent high school graduate.
- “Father’s Knight” – Host stag with dinner and entertainment. Members eat free if they bring a prospective member. Do a presentation on how membership makes you a better father.
- “Championship Knight” – Invite prospects and families to play a non-traditional game like corn hole, putt-putt golf, bowling, etc. and have some fun. Give out prizes or give trophies. Make it fun and recruit the man through his family.
- “Mom’s Knight IN” – Host an event for the ladies of your parish that ends with them being encouraged to invite their husbands to join IN your Council.
- “**A Knight before Christmas**” – Offer an incentive to members that recruit a new member between December 1 and December 24. There is INCENTIVE \$\$ in December.
- “Lent to Knighthood” – Host a recruitment effort during Lent, During the March Church Drive.
- “Recruit at an event” – Impress a man with your service and programming and recruit him. Invite him to one of your Council functions, then try to get him to join.
- Encourage a new member to complete the following for a Shining Armor Award:
  - Be involved in at least three council service programs
  - Attend at least three council business meetings
  - Receive their Second and Third Degrees
  - Meet with their council’s insurance representative
  - Recruit at least one new member
- Help start a new council
  - Assist your DD and Diocesan Membership Director in identifying a potential new council location
  - Assist in “seeding” and recruiting at the new location
  - Assist with the Open House coordination for the new council Participate in the first degree of the new council

### **How to Conduct an Effective Membership Drive**

A coordinated Membership Drive is an all-out effort to maximize your membership teams’ efforts, by canvassing an entire parish on one weekend, gathering the names of prospective new members to follow-up with. One of the most effective ways is to conduct the Delta Church Drive. If you have not done one already there is training information on the Supreme KofC.org website

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### **The Preparation Phase**

- Obtain the pastor's permission to conduct a Membership Drive at the church during a specific weekend.
- Advertise the event weekly in the parish bulletin, on church doors, and on church bulletin boards up to when it is held.
- Order recruitment materials from the Supreme Council Supply Department (allow 6 weeks for delivery).
- Inform the insurance representatives about the dates of the recruitment drive.
- Schedule your information night and first degree. 2021-2023 Lord, I am Your Servant. Ohio State General Program Membership Retention New Council Development
- Train the members on what it means to be a **Mentor** to a new member.
  - √ Mentors call him before each meeting to invite him and offer to pick him up if necessary
  - √ Mentors introduce him to existing members at every meeting and event
  - √ Mentors sit beside him at meetings to explain what is happening
  - √ Mentorship last at least 12 monthsMentoring a New Member will help him stay interested and involved

### **The Execution Phase**

- Set up information tables at every door of the Church. Have plenty of prospect cards and pencils on hand to distribute to each man as they enter the Church.
- Arrange for a membership recruitment announcement to be made during Mass by either the priest or the Grand Knight.
- Have brother Knights on hand to answer any questions and to collect prospect referral cards or names and contact information as men leave church with their families.

### **The Follow-Up Phase**

- Personal contact must be made with every prospect that you collected within 48 HOURS.
- Inform and invite each prospect and his family of the date, time and location for the Information night.
- Offer transportation if that is the prospect's limitation.

### **The Recruitment Phase**

- Execute the information night. Plan refreshments and kids' activities. Offer a brief history of the Knights of Columbus and Fr. McGivney. Invite the insurance agent to speak about the benefits the insurance program provides. Offer a brief history of the council including total membership and a synopsis of the major events of council's program year and the positive effect for the community.
- Give the recruit a form 100 and a member to help him fill it out.
- Host the first degree and assign a mentor to the new member.

### **The Retention Phase**

- Assign a mentor to the new member. The mentor helps explain things the first year, introduces the new member to his brother Knights, and invites/escorts him personally to meetings and events.
- Schedule events for the new member to attend and serve with his new brothers.
- Check in monthly with the mentor to verify he is properly mentoring the new member.

### ***Membership Retention Program***

The secret to membership retention is **ACTIVITIES** and **COMMUNICATION**. Active members need activities in which to be active. Active members cannot be active at activities unless they know about the activity. Retention begins at the form 100; not at the missed dues payment. If you do not see the new member for a while, check in personally to assess and correct the situation.

**Hint 1 ~ *Communicate frequently with members.*** Council newsletters can be physical or electronic. The key is frequency and content. They need to be sent out on a regular basis (monthly, quarterly, weekly). Newsletters should include reports on events and meetings and a calendar of upcoming event with contact info. You could even include the names of the newest members so they feel welcome. If you have not heard from or seen a member in a while

**Hint 2 ~ *Form a Retention Committee.*** Your **Financial Secretary** should **NOT** be on the retention committee. If possible, choose members who are friendly and outgoing and generally well-liked. These brothers should be willing to contact other brothers. Their focus is **NOT** dues. Their focus is retaining him as a member and connecting with him personally. The dues are a side effect of retention.

**Hint 3 ~ *Know the retention process***

- Dues Notices are issued from the Financial Secretary 30 days before they are due (Typically, early December or early June)
- [Source: <http://kofcknights.org/States/RetentionProcessforSuspendingMembers.pdf>]

**Hint 4 ~ *Make contact BEFORE the dues notices go out.*** No one likes to make the call or receive the call asking for money. So, make the calls to the members you haven't seen in a while to ask where he's been and invite him to the next meeting or activity before the dues notices go out. At the end of the conversation, you might mention that dues notices will be coming out soon. If he seems to have fallen on hard times, keep his confidence but share it with the Grand Knight for the possibility of suspending his dues for the year. We should **NEVER** lose a member due to his inability to pay dues. Establish a "Brothers in Need" fund in you Council to help them out.

**Hint 5 ~ *Hold family focused activities*** Have activities in your Council a few times a year focused with family participation. This can sometimes help families communicate better and grow together in our Faith more.

**Hint 6 ~ *Make meetings meaningful.*** Business meetings are our best planning and communication tools. Our council meetings should be efficient and professional. Business meetings are for summaries not for detailed planning. The meeting should be 60 minutes or Less.

The Grand Knight should be prepared with an agenda and relevant topics. Do **NOT** let meetings get mired in minutia. Do not let members debate an issue for several minutes. Keep the meeting concise, practical, and brief if possible

- Utilize the Good of the Order section of the meeting to:
  - √ Deepen our faith, talk about into the Breach, or one of our Faith topics and inform the members of something interesting and educational.

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√ Educate the members about a program (How does matching funds work and where does the money go? Why is Support Our Seminarians important? For what does the local developmental delay organization use our Measure Up donation?)

√ Tell interesting facts about Father McGivney, the K of C, or your council (what is the difference between a life member and an honorary life member?)

We are men of Faith. Guided not only by our belief in God and the Catholic Church, but by our belief in each other and in ourselves.

**WE ARE THE KNIGHTS OF COLUMBUS.**

An organization strengthened by the successes of our past and driven by the goals for the future. We are dedicated to Four key areas of service...Faith, Family, Community, and Life. Dedicated to making a difference.

Ask a parishioner whom you know is not a Knight to join your Council.

**IF YOU DO NOT ASK.... THEY WILL NOT JOIN !!!**



## OFFICE OF YOUTH PROTECTION – SAFE ENVIRONMENT

*KOFC.ORG/SAFE*

Under Faith in Action, certain state and council officers/directors are required to take safe environment training and may also be required to provide authorization for a background check.

If members in certain roles are not compliant within 30 days of notification, they are subject to removal from those roles.

Email addresses are now required when completing the *Service Program Personnel Report (#365)* for the program, community, and family director roles. Praesidium, the Order's safe environment partner, will

email grand knights, program, family, and community directors assigned usernames and passwords to complete the training. They will also email family and community directors a personalized link to provide background check authorization. The Knights of Columbus covers all costs associated with these requirements.

Email notifications are unique to each recipient and cannot be forwarded or used by any other member. The time-sensitive notifications require the recipient to complete training and background check authorization within 30 days of receipt.

### *Safe Environment Program Training and Background Check Requirements*

<b>ROLES</b>	<b>TRAINING</b>	<b>BACKGROUND CHECK</b>	<b>OFFICERS ONLINE – REPORTS</b>
<b>State Council</b>			
State Deputy	✓		✓
State Advocate	✓		✓
State Program Director	✓		✓
State Youth Director	✓	✓	✓
State Family Director	✓	✓	✓
State Community Director	✓	✓	✓
State Squire Chairman	✓	✓	✓
<b>Subordinate Council</b>			
Grand Knight	✓		✓
Faithful Navigator	✓		
Program Director	✓		✓
Family Director	✓	✓	
Community Director	✓	✓	
Chief Counselor	✓	✓	
Adult Counselor	✓	✓	

**MEMBER HELPLINE:** [YOUTHLEADER@KOFC.ORG](mailto:YOUTHLEADER@KOFC.ORG) | (203) 800-4940 | FAX (855) 845-3502

**OFFICE OF YOUTH PROTECTION:** [OYP@KOFC.ORG](mailto:OYP@KOFC.ORG) | (203) 752-4558 | FAX (855) 845-3502

**YOUTH PROTECTION HELPLINE (844) 563-2723**

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**New Council Development**



# Officers Online Access

Members in a role permitted access to Officers Online will be emailed an invitation code once the Supreme Council receives the appropriate form from the state council, local council, or assembly indicating the election or appointment, and records this information. If you do not receive an invitation code within a reasonable time, click "Account Assistant" on the sign in page and follow the instructions.

If you previously held a role with access to Officers Online, you do not need a new invitation code. Your access will automatically be reactivated once the appropriate form is submitted.

If you do not remember your log on credentials, click "Account Assistant" or "Password Reset" on the sign in page and follow the instructions. If additional assistance is required contact our Customer Service Department at 800-380-9995, option 2 and provide your membership number and role.

Applications by Roles	Role Description										
	Officers Online	Officers Desk Reference	Office of Youth Protection	Home Corporations	Member Management	Member Billing	By Laws Online	Knights Gear	Supplies Online	Prospect Tab	Candidate Tab
Jurisdiction/ State											
State Deputy	X	X	X	X				X	X	X	
State Secretary	X	X	X	X				X	X		
State Treasurer	X	X	X	X				X	X		
State Advocate	X	X	X	X				X	X		
State Warden	X	X	X	X				X	X		
Immediate PSD	X	X	X	X				X	X		
Executive Secretary	X	X	X	X				X	X		
State Membership Dir	X	X	X	X				X	X	X	
State Program Dir	X	X	X	X				X	X		
State Round Table Chair	X		X	X				X	X		
Council Reactivation Chair	X		X	X				X	X		
Council Retention Chair	X		X	X				X	X		
Member Retention Chair	X		X	X				X	X		
Insurance Promo Chair	X		X	X				X	X		
NCD Chairman	X		X	X				X	X		
Ceremonial Chair	X		X	X				X	X		
Hispanic Council Growth Coord	X		X	X				X	X		
Online Membership Chair	X	X	X	X				X	X	X	
Add Membership Roles	X		X	X				X	X		
Online Membership Coord	X	X	X	X				X	X	X	
State Trainer	X		X	X	X	X		X	X		
4th Degree / Provincial											
Vice Supreme Master	X	X	X	X				X	X		
District Master	X	X	X	X				X	X		
District											
District Deputy	X	X	X	X				X	X	X	
Council											
Grand Knight	X	X	X	X	X		X	X	X	X	X
Financial Secretary	X	X	X	X	X	X	X	X	X	X	X
Advocate	X	X	X	X			X	X	X		
Deputy Grand Knight	X	X	X	X				X	X		
Treasurer	X	X	X	X				X	X		
Membership Dir	X	X	X	X				X	X		
Assembly											
Faithful Navigator	X	X	X	X	X		X	X	X		
Faithful Comptroller	X	X	X	X	X	X	X	X	X		
Faithful Admiral	X		X	X			X	X	X		
Faithful Pilot	X		X	X			X	X	X		
Faithful Purser	X	X	X	X				X	X		

# Program Forms

## Reference Guide

	Program Name	Form #	Form Name	Due Date	Notes
<b>GENERAL COUNCIL FORMS</b>	All Program Reporting (unless specified below)	<u>10784</u>	Fraternal Programs Report Form	30-Jun	Online Form Council → Supreme Submission by any Knight For any and all program activity
	Columbian Award	<u>SP-7</u>	Columbian Award Application	30-Jun	Council → Supreme Council Submission by Grand Knight
	Service Program Award	<u>STSP</u>	Service Program Award Entry Form	Check with Jurisdiction	Council → State Council Submission by Grand Knight
<b>FAITH</b>	RSVP	<u>2863</u>	RSVP Refund Application	30-Jun	Council → Supreme Council Submission by Council Officer
	Building the Domestic Church Kiosk Holy Hour Into the Breach Rosary Program Sacramental Gifts Spiritual Reflection Pilgrim Icon Program RSVP	<u>10784</u>	Fraternal Programs Report Form	30-Jun	Online Form Council → Supreme Submission by any Knight For any and all program activity
<b>FAMILY</b>	Family of the Month	<u>10784</u>	Fraternal Programs Report Form	15th of the following month	Council → Supreme Submission by any Knight Replaces Form #10668
	Family of the Year	<u>10680</u>	Family of the Year Form	Check with Jurisdiction	Council → State Council Submission by Grand Knight
	Food for Families	<u>10057</u>	Food for Families Refund Application	30-Jun	Council → Supreme Council Submission by Council Officer
	Keep Christ in Christmas	<u>5025</u>	KCIC Poster Contest Entry Form	Check with Jurisdiction	Council → State Council Submission by Grand Knight
	Consecration to the Holy Family Family Fully Alive Family Prayer Night Family Week Good Friday Family Promotion Food for Families	<u>10784</u>	Fraternal Programs Report Form	30-Jun	Online Form Council → Supreme Submission by any Knight For any and all program activity
<b>COMMUNITY</b>	Catholic Citizenship Essay Contest	<u>4208</u>	Catholic Citizenship Essay Contest Entry Form	Check with Jurisdiction	Council → State Council Submission by Council Officer
	Free Throw Championship	<u>1598</u>	Free Throw Challenge Score Sheet	Check with Jurisdiction	Council → State Council Submission by Council Officer
	Soccer Challenge	<u>4578</u>	Soccer Challenge Score Sheet	Check with Jurisdiction	Council → State Council Submission by Council Officer
	Hockey Challenge	<u>10854</u>	Hockey Challenge Score Sheet	Check with Jurisdiction	Council → State Council Submission by Council Officer
	Global Wheelchair Mission Coats for Kids Habitat for Humanity Helping Hands Disaster Preparedness Catholic Citizenship Essay Contest Free Throw Championship Soccer Challenge Hockey Challenge Leave No Neighbor Behind	<u>10784</u>	Fraternal Programs Report Form	30-Jun	Online Form Council → Supreme Submission by any Knight For any and all program activity



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**Faith in Action                      Program Forms Reference Guide**

	Program Name	Form #	Form Name	Due Date	Notes
<b>LIFE</b>	Christian Refugee Relief March for Life Mass for People with Special Needs Novena for Life Pregnancy Center Support Silver Rose Ultrasound Program	<u>10784</u>	Fraternal Programs Report Form	30-Jun	Online Form Council → Supreme Submission by any Knight For any and all program activity
	Special Olympics	<u>10784</u>	Fraternal Programs Report Form	31-Jan	Online Form Council → Supreme Submission by Grand Knight Replaces Form #4584
	Ultrasound Program	<u>10716</u>	Ultrasound Application	As Needed	Council → Supreme Council Submission by Council Officer
	Ultrasound Program	<u>10715</u>	Ultrasound Diocesan Evaluation Form	As Needed	Council → Supreme Council Submission by Council Officer
<b>STATE COUNCIL FORMS</b>	Service Program Award Winners	<u>SPAW</u>	Service Program Award Winners	1-Jun	State Council → Supreme Council Submission by State Deputy Include: 4 winning STSP forms
	Special Olympics	<u>10784</u>	Fraternal Programs Report Form	31-Jan	Online Form State Council → Supreme Council Submission by any State Officer Replaces Form #4584
	Keep Christ in Christmas	<u>5025</u>	KCIC Poster Contest Entry Form	28-Feb	State Council → Supreme Council Submission by State Deputy 12 per state (2 per age group)
	Catholic Citizenship Essay Contest	<u>4208</u>	Catholic Citizenship Essay Contest Entry Form	15-Feb	State Council → Supreme Council Submission by State Deputy 12 per state (2 per age group)
	Free Throw Championship	<u>1598</u>	Free Throw Challenge Score Sheet	7-May	State Council → Supreme Council Submission by State Deputy 12 per state (2 per age group)
	Soccer Challenge	<u>4578</u>	Soccer Challenge Score Sheet	15-Feb	State Council → Supreme Council Submission by State Deputy 12 per state (2 per age group)

**All Program Report Forms not mentioned have been removed. Submission is not required. Forms Include:**

- Removed Forms:  
#5023 KCIC Poster Contest Participation Form  
#4216 Catholic Citizenship Essay Content Participation Form  
#4567 Soccer Challenge Participation Form  
#FT-1 Free Throw Participation Form  
#10071 Global Wheelchair Mission Report Form  
#10675 Coats for Kids Report Form  
#10729 Habitat for Humanity Report Form  
#4584 Special Olympics Partnership Profile Report  
#10697 March for Life Form  
#10668 Family of the Month Form  
#10092 Habitat for Humanity Partnership Profile Report  
#10243 Family Rosary (Rosary Program) Form

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<b><i>Version</i></b>	<b><i>Revision Date</i></b>	<b><i>Description</i></b>
1.0	07/01/2021	Document Creation
2.0	1/8/2022	Columbus DDC Change
3.0	6/20/2022	Changes for 2022-23 Fraternal Year
3.1	7/15/2022	Update PSD Ken Girt Phone Number, Page 7

***Notes***

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***Notes:***