

“Charity is Love”

Monthly Reporting Form Activity Samples

1. Write out and mail the report.
 2. E-mail an electronic copy of the report.
- Electronically complete and submit the form from the state web site.

North Dakota Knights of Columbus Website: www.nd-kofc.org

The **Monthly Reporting Form** is important because it is used by the **State Program Director** to award points for the various activities completed for each month. These points are then used to select the **Outstanding Councils** that will be presented at the State Convention. The Monthly Reporting Form is also used to determine which councils will be awarded the prestigious **State Deputy Award of Excellence**. The Monthly Reporting Form is also used to total the number of hours of volunteerism for the state of North Dakota. This is very important to our **Supreme Council** when they total the number of hours of **CHARITY** at the Supreme level.

The following are examples of activities that are reported in the Monthly Reporting Form categories: (wives and families are also included)

Membership: Membership Drive, Council Exemplified New Member(s), Number of New/ Reactivated Members.

Church: Lector, Eucharistic Minister, Usher, Church Choir, CCD, RICA, Altar Servers, Lead Rosary, Parish Council, Church Cleaning and Grounds, Fellowship, Inviting Clergy to Dinner, Eucharistic Adoration, Reception for Knight's Widows, Financial Donation to Church.

Community: Adopt-a-Highway Ditch Cleaning, Food Drive, Food or Financial Donation to Food Pantry, Blood Drive, Blood Donation, Ministry to Homebound, Visits to Nursing Home, Special Olympics, Donation to Special Olympics, Volunteers at Service Clubs, Volunteer Firefighters, Financial Donation to Community, School Volunteer, Senior Citizen Center.

Council: Knight of the Month, Donation to Knights of Columbus Foundation, Fourth Degree Meeting, Fourth Degree Honor Guard, Grand Knight Duties, Financial Secretary Duties, program Director Duties, District Deputy Duties, Council Newsletter, Church Bulletin, Pray Rosary at Monthly Meeting.

Family: Family of the Month, Family Picnic, Family Rosary, Family Intention Mass.

Youth: Altar Servers, Altar Servers Pizza Party, Boy Scouts, Girl Scouts, Financial Donations to Sports Camps or Competitions, Volunteer Time to Sports Camps or Competitions, Free Throw Contest, Soccer Challenge, Christmas Coloring Contest, Substance Abuse Poster Contest, Children's Christmas Party, Easter Baskets for Children, letters to seminarians.

Culture of Life: Rosary for Culture of Life, Financial Donation to Right to Life, Financial Donation to Ultrasound Initiative (First Choice Clinic).

Americanism: Pledge of Allegiance at Council Meetings, Members Who Daily Fly the Flag, Members Who Volunteer at Veteran's Organizations (American Legion, VFW, DAV), Fourth Degree Honor Guard at Funerals or Events.

Miscellaneous Activities: Any activity that does not accurately fit in the previous 8 categories.

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North Dakota State Council Knights of Columbus Monthly Reporting Form

Program Chairman: _____ email: _____ Date: _____
 Reporting Month: _____ Council #: _____ City: _____ District #: _____

Monthly Credits (150 credits / month)

Report received (Due by 10th of the month)	10 pts	Pray Rosary at Monthly Meeting	5 pts
Actively completed (8 @ 10 pts each)	80 pts	Membership drive	5 pts
Knight of the Month	10 pts	Council Initiated new member(s)	10 pts
Family of the Month (Reported to Supreme)	10 pts	ND KC Foundation donation	10 pts
Invite a Clergy or Religious home for dinner	5 pts		
Council bulletin or newsletter	5 pts		

Annual Credits (480 + credits / year)

Timely submittal of Supreme / State reports *	210 pts	Membership Achievement - 50 % by Dec. 31	100 pts
RSVP Seminarian Support (\$500.00 - 50 pts max)	50 pts	Membership Achievement - 100 % by March 30	100 pts
5 pts for each new or reactivated member based on Supreme Membership Numbers			

* For 185, Form 365, Special Olympics Form 4584, Council Audit (2), Fraternal Survey, Columbian Award @ 10 pts each.
 Supreme Service Awards (6), Knight of the Year, Family of the Year @ 20 pts each if submitted to State Council

Indicate with (X) in the appropriate box if your council participated in any of the activities this month
 For additional credit, briefly describe other activities conducted this month in the appropriate categories.

MEMBERSHIP ACTIVITIES:

Council initiated new member(s) (10 pts)* Council held membership drive (5 pts)

CHURCH PROGRAM:

Invited a Clergy or Religious for dinner (5 pts) Pray Monthly Rosary at meeting (5 pts)

MISC. CHURCH ACTIVITIES (10 pts)

_____ Man Hours (_____)

COMMUNITY PROGRAM:

Council hosted or participated in a blood drive (10 pts) Council participated in Special Olympics

MISC. COMMUNITY ACTIVITIES: (10 pts)

_____ Man Hours (_____)

COUNCIL PROGRAM:

Recognize a Knight of the Month (10 pts) Council donation to ND K of C Foundation (10 pts)
 Does Council publish a monthly bulletin or newsletter (5 pts)

MISC. COUNCIL ACTIVITIES: (10 pts)

_____ Man Hours (_____)

FAMILY PROGRAM:

Nominate a "Family of the Month" to Supreme (10 pts)

MISC. FAMILY ACTIVITIES: (10 pts)

_____ Man Hours (_____)

YOUTH PROGRAM:

Sponsor a Squires, Scouting, CYO, 4-H, Free Throw, or Teen Dance activity this month (10 pts)

MISC. YOUTH ACTIVITIES: (10 pts)

_____ Man Hours (_____)

AMERICANISM:

MISC. AMERICANISM ACTIVITIES: (10 pts)

_____ Man Hours (_____)

PRO-LIFE PROGRAM:

MISC. PRO-LIFE ACTIVITIES: (10 pts)

_____ Man Hours (_____)

MISC. ACTIVITIES:

MISC. ACTIVITIES (10 pts)

_____ Man Hours (_____)

SEND WHITE COPY TO ADDRESS ON BACK / YELLOW COPY FOR COUNCIL RECORDS

July 2012