

**Knights of Columbus  
Illinois State Council**



**Programming Handbook  
2010-2011  
Spirit of Illinois Honors Award Program**

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**WHAT WORKS – TEAM WORK**

**Table of Contents**  
**Illinois State Council General Programming**

- 1. The "Spirit of Illinois Honors" Program**  
**Mission statement**  
**Purpose**  
**Process**
- 2. "Spirit of Illinois Honors"**  
**Requirements Checklist, Tally Sheet, Progress Report**
- 3. Program Directors and Chairmen Directory**
- 4. Guidelines for Submission for Program of the Year Awards**
- 5. Programs of the Year - Descriptions**  
**Knight of the Year**  
**Family of the Year**  
**Individual and Service Awards**

## Mission Statement:

The "Spirit of Illinois Honors" program is designed as a tool for our councils to “be all that they can be” in the area of programming. Each of our councils are encouraged to use the Surge with Service book and the other many tools available to them to have a most successful and enjoyable fraternal year.

## Purpose:

The "Spirit of Illinois Honors" program:

- 1) Provides an opportunity to all members of our order to practice **Charity, Unity, Fraternity and Patriotism;**
- 2) Recognizes councils for **outstanding** efforts in programming
- 3) Promotes **fun** in the council

## Process:

- 1) Councils will use the attached listing as a "Spirit of Illinois" tally sheet that must be filed with the District Deputy by **September 15<sup>th</sup> 2010**. Place a check mark by each planned program to indicate your councils anticipated level of participation in this fraternal year.
- 2) The District Deputy will sign off each program as it is completed. The District Deputy, Grand Knight and council program director will meet quarterly to review the progress of each council towards the completion of the year in programming. The District Deputy will bring this form with him to the Mid-Winter meeting for review of his district councils' progress.
- 3) This tally sheet is a record of programs, not activities: Activities are single events and are not considered programs, although they can be considered part of a program. Example; a monthly steak fry is one program consisting of 12 activity events.
- 4) To qualify for the "Spirit of Illinois Honors" awards, the **COUNCIL** must mail a copy of The final tally sheet signed by the District Deputy to the **State Office** in Kankakee no later than **June 30, 2011**.

College councils are encouraged to participate in the "Spirit of Illinois Honors" program. They must complete tally sheet as outlined above but they are not required to participate in the Family of the Month program.

**Council #:**\_\_\_\_\_ **Council Name:** \_\_\_\_\_

## **"Spirit of Illinois Honors" Tally Sheet**

This tally sheet is intended to be used for submitting the councils proposed Programming activities for the fraternal year of 2010-2011. This will be used as a final score sheet by the District Deputy for verification of completed activities.

- Place a check mark by each activity you plan to do for the fraternal year and file this form with your DD by **September 15<sup>th</sup> 2010**.
- The District Deputy, Grand Knight and council program director should meet quarterly to review and verify the completed programs.
- The District Deputy should sign the tally sheet prior to **June 30, 2011** and the council should send the completed and signed form to:

Illinois State Council  
P.O. Box 681  
Kankakee, IL. 60901-0681

# "Spirit of Illinois Honors" Progress Report

## 2010-2011 "SPIRIT OF ILLINOIS HONORS" PROGRESS REPORT

(use this form only , reports sent by e-mail or US mail)

REPORT DUE JANUARY 1, 2011

DD NAME:

District #

Please input the program number completed in each activity

	CHURCH	COUNCIL	YOUTH	FAMILY	COMMUNITY
Council #					
Council #					
Council #					
Council #					
Council #					

Send report to:

General Program Director  
Ted Stites  
138 Hodgens Mill Lane  
O'Fallon, IL 62269

# **GUIDELINES FOR SUBMISSION FOR PROGRAMS OF THE YEAR AWARDS**

**ELIGIBILITY:** Council must be "in good standing". Program of the year award will be presented for; Council, Community, Church, Youth, and Family.

**DUE DATE:** All nominations must be sent to the Illinois State Council by **April 15, 2011**.

**SELECTION AT COUNCIL:** The method that local councils utilize to select the program of the year is at the discretion of each council.

**HELPFUL HINTS:** The following steps are provided to assist you in preparing and submitting your Council's nomination for competition at the state level.

1. Use form STSP to specify which category you are submitting the nomination for. Form STSP is located in the council forms booklet or it can be downloaded from the Illinois Knights of Columbus website.
2. Use one form for each program only. Councils may submit one nomination for each category.
3. Describe the project in detail. **Type** (preferable) or **PRINT** the nomination. Use additional paper if necessary. Supplementary material may be submitted along with the nomination. Accompanying materials may include; letters, testimonials, newspaper clippings, photographs, pamphlets, etc. Do not submit tapes, video-cassettes, display materials, films, etc., as they will not be considered in the nomination. All materials submitted become the property of the Illinois State Council and will not be returned.
4. After the nomination is completed, make photo copies of the nomination for your council files.
5. Place your nomination in a 9"x12" envelope. Please, do not fold. Mark the outside of the envelope **"PROGRAM OF THE YEAR NOMINATION"**.
6. **Mail your nomination to:**

**Program of the Year Nomination Committee  
Illinois State Council  
Knights of Columbus  
P.O. Box 681  
Kankakee, IL. 60901-0681**

## **PROGRAMS OF THE YEAR AWARDS**

### **Descriptions**

**Illinois State Knight of the Year Award** – In March, a committee will select an Illinois Knight of the Year from the 12 knights chosen as Knight of the Month. It is important that you provide as much information as possible about your council's selection. If one of your applications is selected as Knight of the Year you may be asked to submit additional information.

**Illinois State Family of the Year Award** - Each council is encouraged to submit an entry for the State Family of the Year Award. Councils may submit more than one entry if desired. The entry should be on plain paper describing the activities and accomplishments of the family and giving reasons why the nominee should be considered for the award but without identifying the family by name or council. The nomination should be primarily based on the activities of the family during the current State fraternal year. Prior accomplishments should only be stated to enhance current related accomplishments. A cover sheet identifying the nominated family should accompany the entry. The State Program Director and a District Deputy from each diocese are judges for this award.

## **INDIVIDUAL AND SERVICE AWARDS**

### **Descriptions**

Awards are also presented for each of the following important areas, although they are not part of the Spirit of Illinois Honors Program. Councils do not have to meet the prerequisites required for Spirit of Illinois Outstanding Council Achievement Awards

**NOTE:** Consult the Programming, Membership and Charities Handbooks for more details of specific awards in each category.

### **INDIVIDUAL LEADERSHIP AND OUTSTANDING SERVICE:**

**Rising Star Award:** Presented to Grand Knights who demonstrate outstanding leadership potential within the Order. District Deputies nominate GKs for this award, judged by the Programming, Membership and Charitable Activities Directors. Number presented per year will vary depending on numbers who meet criteria.

### **MEMBERSHIP AWARDS**

#### **State Deputy Membership Award**

The Highest Gross membership in each of the three division (A-AA-AA) a first place award will be given in each division

The Highest Net membership in each of the three division (A-AA-AAA) a first place award will be given in each division

### **PROGRAMMING AWARDS**

#### **Programming Service Program Awards:**

One activity in each of the five program areas (Church, Community, Council, Family and Youth) will be chosen for the State Council Service Award. Councils should complete one State Council Service Award form for each of the five program areas and send them to the respective Church, Community, Council, Family and Youth Activity Directors by April 15, 2011.

**Best Newsletter Award:** Each council may enter its monthly or quarterly newsletter for an award. Entries are due no later than 12 NOON on SATURDAY of the Convention weekend and will be judged on neatness, originality and content. A copy of each newsletter printed during the State fraternal year should be placed in a binder in chronological order. The State Public Relations Director and five delegates will serve as judges. One award per diocese is presented.

**Best Council Scrapbook Award:** Entries are due no later than 12 NOON on SATURDAY of the Convention weekend. Scrapbooks may be of any size; however, they should be limited to one volume. Scrapbook content should cover only the current State fraternal year and will be judged on neatness, originality, artistry and content. This award is separate from the Ladies Auxiliary Scrapbook Award and council scrapbooks should be prepared by council members. The State Program Director and 5 delegates will serve as judges. One award per division (A, AA, AAA) is presented.

**Blood Donor Program Award:** A plaque is awarded to a council in each division (A, AA, AAA) reporting the most units of blood collected.

**State Pro-Life Award:** Each council may submit a Pro-Life project for the State Pro-Life award. A single winner may be chosen from each division (A, AA, AAA). A committee of delegates to the State Convention will serve as judges and determine the Diocesan award winners. Nominated activities must be submitted to the State Program Director by March 31. All entries should be submitted on plain paper giving details of the project without identifying the council who sponsored the activity. A separate cover sheet identifying the council sponsoring the activities should be submitted along with the nominated projects.

**Ladies Auxiliary Scrap Book Award:** Entries are due no later than 12 NOON on SATURDAY of the Convention weekend. Scrapbooks may be of any size; however, they should be limited to one volume. Scrapbook content should cover only the current State fraternal year and will be judged on neatness, originality, artistry and content and should be prepared by Auxiliary members. Judged by the Ladies Auxiliary Chair and those appointed as judges by the Chair.

**Ladies Auxiliary Service Awards:** An award is presented for the best Church, Community, and Auxiliary activity.

**Outstanding Auxiliary Award:** Presented to the most outstanding Ladies Auxiliary based on membership, programming and charitable activities.

## CHARITABLE ACTIVITIES AWARDS

*Membership figures for the beginning of the State fraternal year will be used to calculate the amount collected per council member when establishing council goals. In order to be considered for Charitable Activities Awards, only funds received in the State Office by NOON April 15<sup>th</sup> will be evaluated.*

### **Mental Retardation/Learning Disabilities Award:**

Highest dollars on a per capita basis in each of the three council divisions [A, AA, AAA]. A first place award is given in each division.

### **General Assistance Fund Award:**

Highest dollars on a per capita basis in each of the three council divisions [A, AA, AAA]. A first place award is given in each division.

### **Newman Program Award:**

Highest total gross dollars and the highest dollars on a per capita basis in each of the three council divisions [A, AA, AAA]. A first place award is given in each division.

### **State Chaplain Vocations Award:**

Highest total gross dollars in each of the three council divisions [A, AA, AAA]. A first place award is given in each division.

What Works – Team Work