

SEVEN STEP CHECKLIST TO BECOMING A STAR COUNCIL

- 1. Supreme Per Capita Paid**
 - a. First half of Supreme Per Capita is due September 1
 - b. Second half of Supreme Per Capita is due March 1

- 2. Father McGivney Award - Membership Quota Achieved**
 - a. 6% net growth
 - i. Minimum of 5 and maximum of 15 new members
 - b. Keep in touch with your District Deputy or RGD to track your membership numbers

- 3. Founders Award**
 - a. Host or promote **at least two (2)** Fraternal Benefit Seminars (virtual or in-person)
 - b. The required sum total attendance of members, or member eligible men, must equal or exceed
 - i. 10 for councils with 99 or fewer members
 - ii. 14 for councils with 100 or more members
 - c. Fill out form #11077 and submit to the Supreme Office

- 4. Report of Program Service Personnel**
 - a. Form #365 - Due June 30

- 5. Fraternal Survey**
 - a. Form #1728 - Due January 31

- 6. Columbian Award**
 - a. Form #SP-7 - Due June 30
 - b. Complete four (4) programs in each of the **four (4)** pillars of **Faith, Family, Community, and Life**
 - c. If the Council meets the requirements of one of the **Featured Supreme Programs** in one of the pillars, it counts as meeting two (2) of the four (4) requirements for that pillar
 - i. Featured Supreme Programs can be found in the Faith In Action section of the State Program Book and on both the State and Supreme Websites

- 7. Be compliant with Safe Environment Training and Background Checks**
 - a. Council positions requiring Safe Environment Training are **Grand Knight** and **Program Director**
 - b. Council positions requiring Safe Environment Training and Background Check are **Family Director** and **Community Director**
 - c. These positions are determined based on your submission of Form #365 - Report of Program Service Personnel
 - d. The Grand Knight is the only person that can hold two (2) positions
 - i. i.e. Grand Knight and Community Director
 - e. Each person must have their own, individual email address submitted on Form #365
 - i. You can not use gkcouncil0001@email.com as it is not specific to the individual
 - f. If members in a required position are not compliant withing 30 days of Safe Environment Training notification, they will be removed from those positions
 - i. Councils will be required to resubmit and updated Form #365 to gain access to the training