



## **Important Updates for Operations and Programs**

### ***Frequently Asked Questions***

#### **1. How does a council designate someone for affiliate membership?**

*The council's financial secretary prepares a list of council members who owe two or more years of past dues and who meet the eligibility criteria. This list is sent to the grand knight to review with his trustees and other knowledgeable persons. They evaluate each listed member to confirm that the criteria were satisfied and to determine if extenuating circumstances (listed in the Guidebook) warrant removing that member's name from the list. A final list of members to designate as affiliates is sent to the council's district deputy for review, approval, and forwarding to the Supreme Council for processing.*

#### **2. How can I sign up new members online?**

*Please use the following link: [kofc.org/join](https://kofc.org/join) and have the candidate complete the application. When completing the application, please note the following:*

- *Online membership is currently free if you enter BLESSEDMCGIVNEY into the promo code box. Alternatively, if an insurance agent helps you sign up, you may enter his code instead in the Agent Referral code field for free membership.*
- *After completing the application, an e-mail with a verification link will be sent to you. **You must click the link in the email for your membership to be processed.** If you do not click the link in the email, or if it has been 24 hours since the e-mail was sent, the link will no longer be valid. A second and third e-mail with verification links will be sent out over the next two days. **If all three links expire, you will not be able to sign up for membership with that e-mail address. At that point, please contact [emembership@kofc.org](mailto:emembership@kofc.org) for assistance.***

#### **3. What's the difference between a council member and an online member?**

*A council member retains all traditional rights and privileges of a Knight of Columbus. Online members retain most rights and privileges including access to insurance and other financial products; however, they do not have the right to hold office, vote, or serve as delegates to State and Supreme Council meetings. Online members are part of their state council and currently do not pay annual dues.*

#### **4. Can I refer a candidate for membership and receive credit as a proposer?**

*Yes. Please be sure that the candidate enters your membership number under the "Member Referral Number" box when he completes his online application.*

#### **5. How can I use the Prospect Tab to transfer members into my council?**

*Online members may be transferred into your council using the Prospect Tab, provided that they have taken an online or in-person Exemplification of Charity, Unity and Fraternity and that they have satisfied any dues and admissions committee requirements imposed by your council. Grand knights and financial secretaries can view the council's assigned online prospects via the Prospect Tab on Officers Online. Enter the ceremonial date for the prospect and then click "Transfer" to transfer the candidate into your council.*

- 6. What are the Star Council Award requirements regarding Fraternal Benefit Seminars?**  
*Councils striving for the Founders and Star Council Awards must host or participate in two fraternal benefit seminars (in-person or virtual) per year. Each council must have a minimum of 7 members or member-eligible attendees at each seminar. These events are coordinated in conjunction with your local field agent. In order for the council to receive credit, the grand knight must submit the [Fraternal Benefit Seminar Form \(#11077\)](#) to the general agent within seven days of the seminar.*
- 7. Who can I contact if I have questions regarding my council's billing statement?**  
*Please contact the General Office of the Supreme Secretary at [statements@kofc.org](mailto:statements@kofc.org) with any questions regarding your council's billing statement.*
- 8. Where can I find the Form 944 on the KofC.org website?**  
*Go to [kofc.org/forms](http://kofc.org/forms) and click on the link for "District Forms." Then, next to "#944 District Deputy Annual Report", click on "Online (Preferred Method)" and complete the online form per the instructions given during the webinar.*
- 9. How do I know if my Form 944 submission was accepted by the Supreme Council office?**  
*Once you successfully complete the Form 944, an email confirmation with a summary of your entries is emailed to you. This serves as confirmation that your Form 944 was submitted properly. If you have further questions regarding your Form 944 submission, please contact [FraternalMission@kofc.org](mailto:FraternalMission@kofc.org) or the Fraternal Operations team at (203) 752-4270.*
- 10. May we continue to use the previous design of Membership Cards until our current stock runs out, or must we order the newly designed cards?**  
*Yes, membership cards with the previous design may be used, but they will need to be signed by officers as before. A limited stock of membership cards with the previous design will be available for 2023 and can be obtained by contacting the Fraternal Operations department at [FraternalMission@kofc.org](mailto:FraternalMission@kofc.org).*
- 11. How can I stay up to date on a state March for Life in or near my jurisdiction?**  
*Visit the March for Life website at [marchforlife.org](http://marchforlife.org) and click on "State Marches." You can register your email address and be kept in the loop on pro-life events in your local area.*
- 12. Where can I find the ASAP Application Form? What is the application process?**  
*Please visit our website at [kofc.org/asap](http://kofc.org/asap) and click "Apply Today" or "Grant Application" to download the PDF form of the application. Completed applications with attachments should be submitted to [fraternalmission@kofc.org](mailto:fraternalmission@kofc.org). Fraternal Operations will confirm receipt of the application and attachments via email. If the application is complete, the grant request will be processed. A check will be made payable to the pregnancy center or maternity home and mailed to the Financial Secretary or Faithful Comptroller. The council or assembly should deliver or present the check to the center or home. If the application is incomplete, the Grand Knight or Faithful Pilot will be contacted for additional information.*
- 13. Do you have a template to assess whether or not a pregnancy center or maternity qualifies under Catholic teaching (no contraception, abortion, abortifacients, or referrals and welcoming of Catholics, acceptable Mission Statement)?**  
*Questions 2 and 3 of the [diocesan evaluation form](#) for the Ultrasound Initiative can be used as a template. When in doubt, consult with your state life director, parish pastor, pro-life committee, or local diocesan Respect Life Office (or equivalent).*

**14. Do pregnancy centers or maternity homes who are not affiliated with a diocese or Heartbeat International qualify? Does the diocese need to approve a center?**

*A pregnancy center or maternity home qualifies if they meet the standards listed on page two of the grant application form. The Grand Knight or Faithful Pilot should determine qualification. Reach out to your Diocesan Respect Life Office for support. The diocese does not need to approve of a center in order for the center to qualify under ASAP. The Grand Knight or Faithful Pilot must attest to the center or home's qualifications. If not sure, please consult with your local pastor or diocese.*

**15. Where can I find more information about the Order's "Get Out the Vote" efforts?**

*Please visit the ["Get Out and Vote" Program](#) page on our website.*

**16. Where can I find more information on how my council can participate in the Global Wheelchair Mission?**

*Please visit our website at [kofc.org/wheelchair](http://kofc.org/wheelchair) for more information and program resources regarding the Global Wheelchair Mission program.*

**17. Where can I order the Keep Christ in Christmas car magnets?**

*Keep Christ in Christmas Magnet Sets (5 pc.) can be ordered from [KnightsGear.com](http://KnightsGear.com).*

**18. Is there more information available on the Keep Christ in Christmas Program sponsored by the Supreme Council office?**

*Yes. Please visit our website at [kofc.org/christmas](http://kofc.org/christmas) for more information and program resources regarding the Keep Christ in Christmas program.*

**19. Can I or my council donate directly to the Order's disaster relief efforts?**

*Yes. Donations to the Supreme Council's disaster relief fund can be made online at [kofc.org/disaster](http://kofc.org/disaster). For more information on the Disaster Relief program, please visit our website at [kofc.org/prepare](http://kofc.org/prepare).*

**20. Where can I find more information on individual and group ticket sales for the movie *Mother Teresa: No Greater Love*?**

*Please visit the website [motherteresamovie.com](http://motherteresamovie.com) for more information on purchasing individual and group tickets for the movie in your local area.*

**21. How can I place a Coats for Kids order?**

*Coats for Kids orders can be placed through [Knightsgear.com](http://Knightsgear.com) in the United States and [Knightsgear.ca](http://Knightsgear.ca) in Canada. More information regarding the Coats for Kids program is available on our website at [kofc.org/coats](http://kofc.org/coats).*

**22. How do I place bulk orders for the *Vivat Jesus* prayer book?**

*The Vivat Jesus prayer book (#11248) can be ordered on [Supplies Online](#) by packs of 20 books for \$100.00 USD.*