



**INSTRUCTIONS TO FINANCIAL SECRETARIES/FAITHFUL COMPTROLLERS/BURSARS**

**Note: Knights should separate reported assembly activities from their reported council activities.**

Located on the lower portion of this page are individual Member Worksheets to assist you in determining the number of hours of volunteer service expended by members during the past year.

This worksheet is printed on clip-art ready, reproducible paper. Simply photocopy as many forms as you need, cut along the dotted line and distribute a form at the November meeting. Forward a worksheet to every member on your current roster or include a copy in your next bulletin. Each member can individually identify the number of volunteer hours he expended in community service projects. You only need to collect and tabulate the council/assembly/circle results for completion of the past years Annual Survey of Fraternal Activity Report due at the Supreme Council office by January 31.

**ANNUAL SURVEY OF FRATERNAL ACTIVITY INDIVIDUAL MEMBER WORKSHEET**

Last year, the Knights of Columbus donated more than \$130 million to charitable and benevolent causes and over 61.1 million hours of volunteer community service to aid the less fortunate. **To help prepare our Fraternal Survey for the Supreme Council office, please complete the information requested below and return it at our next meeting.** This information will assist us in determining the total number of hours of community service volunteered by our members.

1. Number of visits you made during the past year to:
  - Sick — caring for the sick ..... \_\_\_\_\_
  - Bereaved — visits of condolence ..... \_\_\_\_\_
2. Number of times you served as a blood donor during the past year. .... \_\_\_\_\_
3. Estimated hours of volunteer service for the past year.
  - Church Activities — service in all Church related activities ..... \_\_\_\_\_
  - Community Activities — service in all community related activities ..... \_\_\_\_\_
  - Youth Activities — service in all youth related activities ..... \_\_\_\_\_
  - Habitat for Humanity - service in all related projects..... \_\_\_\_\_
  - Miscellaneous Activities — service in areas not outlined above ..... \_\_\_\_\_
4. Number of hours of fraternal service for the past year:
  - Sick/disabled members and their families — household chores, transportation, tutoring, counselling, etc. .... \_\_\_\_\_

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4. Number of hours of fraternal service for the past year:
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Duplicate and distribute this form to assembly members in November. Ask for return by December 31. Use the information provided when preparing your assembly's Annual Survey of Fraternal Activity.