



**Knights of  
Columbus®**  
Florida  
State Council



**SK Richard Gallant  
District Deputy 65  
State Webmaster**

**FSC State Convention Registration Chairman  
Fourth Degree Exemplar**

**Organizational Meeting  
Website Update and Training**

**[FloridaKnightsOfColumbus@gmail.com](mailto:FloridaKnightsOfColumbus@gmail.com) (561) 707-5973**



## Agenda

1. Knights of Columbus Website <https://kofc.org>
  1. How to Access Officer's Online, View Forms & Reports for DD's and Officers
  2. One way to Access Member Resources for Council Officers
  3. Another Way to Member Resources for Council Officers and Others
  4. Downloading Forms, Ceremony, Faith in Action Information
  5. Accessing Supreme Training
2. Florida Knights of Columbus Website <https://FloridaKofC.org>
  1. Division Management
  2. Bulk Updates
  3. Per Capita Access
  4. Leadership Resources
  5. Miscellaneous Items



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# How to Access Officer's Online

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# Step One – Go to <https://KofC.org>

The screenshot shows a web browser window with the URL [kofc.org/en/index.html](https://kofc.org/en/index.html). The page features the Knights of Columbus logo and navigation links: CONTACT US, SAFE ENVIRONMENT PROGRAM, CAREERS, LANGUAGE, and SIGN IN. Below these are buttons for JOIN, DONATE, and FOR MEMBERS, along with a search bar. A dark blue navigation bar contains the links WHO WE ARE, WHAT WE DO, GET INVOLVED, and NEWS HUB. The main content area shows a blurred image of people.

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# Step Two – Click Sign in

The screenshot shows a web browser window with the URL [kofc.org/en/index.html](http://kofc.org/en/index.html). The page features the Knights of Columbus logo and navigation links: CONTACT US, SAFE ENVIRONMENT PROGRAM, CAREERS, LANGUAGE, and SIGN IN. Below these links are buttons for JOIN, DONATE, and a search bar. A red button labeled 'FOR MEMBERS' is also visible. A yellow box highlights the 'SIGN IN' button and the 'FOR MEMBERS' button.

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# Officers Online Access

Members in a role permitted access to Officers Online will be emailed an invitation code once the Supreme Council receives the appropriate form from the state council, local council, or assembly indicating the election or appointment, and records this information. If you do not receive an invitation code within a reasonable time, click “Account Assistant” on the sign in page and follow the instructions.

If you previously held a role with access to Officers Online, you do not need a new invitation code. Your access will automatically be reactivated once the appropriate form is submitted. If you do not remember your log on credentials, click “Account Assistant” or “Password Reset” on the sign in page and follow the instructions. If additional assistance is required contact our Customer Service Department at 800-380-9995, option 2 and provide your membership number and role.

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# Access Roles


Applications by Roles	Role Description										
	Officers Online	Officers Desk Reference	Office of Youth Protection	Home Corporations	Member Management	Member Billing	By Laws Online	Knights Gear	Supplies Online	Prospect Tab	Candidate Tab
<b>Jurisdiction/ State</b>											
State Deputy	x	x	x	x				x	x	x	
State Secretary	x	x	x	x				x	x		
State Treasurer	x	x	x	x				x	x		
State Advocate	x	x	x	x				x	x		
State Warden	x	x	x	x				x	x		
Immediate Past State Deputy	x	x	x	x				x	x		
Executive Secretary	x	x	x	x				x	x		
State Membership Director	x	x	x	x				x	x	x	
State Program Director	x	x	x	x				x	x		
State Round Table Chairman	x	x	x	x				x	x		
Council Reactivation Chairman	x	x	x	x				x	x		
Council Retention Chairman	x	x	x	x				x	x		
Member Retention Chairman	x	x	x	x				x	x		
Insurance Promo Chairman	x	x	x	x				x	x		
NCD Chairman	x	x	x	x				x	x		
Ceremonial Chairman	x	x	x	x				x	x		
Hispanic Council Growth Coord.	x	x	x	x				x	x		
Online Membership Chairman	x	x	x	x				x	x	x	
Additional Membership Roles	x	x	x	x				x	x		
Online Membership Coordinator	x	x	x	x				x	x	x	
State Trainer	x		x	x	x	x		x	x		
<b>4th Degree / Provincial</b>											
Vice Supreme Master	x	x	x	x				x	x		
District Master	x	x	x	x				x	x		
<b>District</b>											
District Deputy	x	x	x	x				x	x	x	
<b>Council</b>											
Grand Knight	x	x	x	x	x		x	x	x	x	x
Financial Secretary	x	x	x	x	x	x		x	x	x	x
Advocate	x	x	x	x			x	x	x		
Deputy Grand Knight	x	x	x	x				x	x		
Treasurer	x	x	x	x				x	x		
Membership Director	x	x	x	x				x	x		
<b>Assembly</b>											
Faithful Navigator	x	x	x	x	x		x	x	x		
Faithful Comptroller	x	x	x	x	x	x		x	x		
Faithful Admiral	x	x	x	x				x	x		
Faithful Pilot	x	x	x	x			x	x	x		
Faithful Purser	x	x	x	x				x	x		



# Sign in Page

← → ↻ kofc.org/applicationportal/AuthorizeUser.action

Floodplain Manage... Municipalities Pipe Saddles Design Standards Manage Inventory Home | ASCE LEED credit library | Department of Defe... Knights of Columbu... National F

 **Knights of  
Columbus®** SIGN IN

**KOFC HOME**

You must be a registered user to access this portal.  
Please enter your username and password in order to sign in.

Username\*  
rich5973

Password\*  
.....

Remember Me

**SIGN IN**

[PASSWORD RESET](#) [ACCOUNT ASSISTANT](#)

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# Officer's Online District Deputy View

**KNIGHTS OF COLUMBUS OFFICERS ONLINE**

CHANGE PASSWORD | LOGOUT  
LANGUAGE: ENGLISH | FAQ

UPDATE YOUR PROFILE

**Officers Online**

Hi Richard Gallant | Last Login: 6/18/2024 at 7:00 pm | Change Role: District Deputy

**Urgent Messages**

**MEMBERSHIP CARD PRINTING**  
The process of generating Membership Cards changed recently, and we are working to resolve this matter. In the meantime, if the generate file opens in the browser, download and save to your computer. Once saved, open that file and the 'Actual size' option under 'Page Sizing & Handling' section of the 'Print Window' will appear. Using this option should aligned the cards on the paper.

**UPDATE - Safe Environment Member Status Report**  
The Safe Environment Member Status Report is once again available in Officers Online. Thank you for your patience as we are nearing the completion of the Order's migration to the new Praesidium Academy. We are working to have this report published daily (except weekends), which should be fully in place by Monday, December 11. Each day's report publishes the previous day's data. Should you become aware of any discrepancies in the report, please email the Office of Youth Protection at [YouthLeader@KofC.org](mailto:YouthLeader@KofC.org).

Florida 65 Council

**Supporting Applications**

- Officers Desk Reference
- Office Of Youth Protection
- Home Corporations
- Knights Gear
- Supplies Online

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# District Deputy Reports Page

Office of Youth Protection at [YouthLeader@KofC.org](mailto:YouthLeader@KofC.org)

Florida > 65 > Council

Supporting Applications

- Officers Desk Reference
- Office Of Youth Protection
- Home Corporations
- Knights Gear
- Supplies Online

Membership | **Reports** | Forms | Publications | Prospect

Search:

Report Name	Date	PDF	Excel
District Deputy's Report	6/1/2024		
Conservation Listing by District (Past)	6/14/2024		
Daily Circle of Honor & Membership Goals Report	6/21/2024		
Safe Environment Member Status	6/22/2024		
Safe Environment Participation Rate Report	6/18/2024		
Safe Environment Council Compliance Report	6/20/2024		
Councils not submitting Officers Chosen for Term Report (185)	6/20/2024		
Councils not submitting Service Program Personnel Report (365)	6/20/2024		
Councils not submitting Semiannual Audit Report (1295)	6/21/2024		
Councils not submitting Annual Survey of Fraternal Activity (1728)	5/30/2024		
Councils not submitting Columbian Award Application (SP-7)	6/20/2024		

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# District Deputy Forms Page

Supporting Applications

- Officers Desk Reference
- Office Of Youth Protection
- Home Corporations
- Knights Gear
- Supplies Online

Membership | Reports | **Forms** | Publications | Prospect

Search:

Form Name	Form Number	Due Date	Print	Online
Application for Appointment as Financial Secretary	101	As Needed		
Application for Council Charter	137	As Needed		
District Deputy Annual Report	944	9/15		
District Deputy Expense Form (Kilometers)	267DDK	As Needed		
District Deputy Expense Form (Miles)	267DDM	As Needed		
Evaluation of Financial Secretary	1938	As Needed		
Nomination for Appointment as Financial Secretary	103	As Needed		
Notice of Institution of a Council	136	As Needed		
Notice of Intent to Establish a Council	133	As Needed		

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# District Deputy Expense Report

Supporting Applications

- Officers Desk Reference
- Office Of Youth Protection
- Home Corporations
- Knights Gear
- Supplies Online

Membership | Reports | **Forms** | Publications | Prospect

Search:

Form Name	Form Number	Due Date	Print	Online
Application for Appointment as Financial Secretary	101	As Needed		
Application for Council Charter	137	As Needed		
District Deputy Annual Report	944	9/15		
District Deputy Expense Form (kilometers)	267DDK	As Needed		
District Deputy Expense Form (Miles)	267DDM	As Needed		
Evaluation of Financial Secretary	1938	As Needed		
Nomination for Appointment as Financial Secretary	103	As Needed		
Notice of Institution of a Council	136	As Needed		
Notice of Intent to Establish a Council	133	As Needed		

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# District Deputy Annual Report Form 944

Supporting Applications

- Officers Desk Reference
- Office Of Youth Protection
- Home Corporations
- Knights Gear
- Supplies Online

Membership | Reports | **Forms** | Publications | Prospect

Search:

Form Name	Form Number	Due Date	Print	Online
Application for Appointment as Financial Secretary	101	As Needed		
District Deputy Annual Report	944	9/15		
District Deputy Expense Form (Miles)	267DDM	As Needed		
Evaluation of Financial Secretary	1938	As Needed		
Nomination for Appointment as Financial Secretary	103	As Needed		
Notice of Institution of a Council	136	As Needed		
Notice of Intent to Establish a Council	133	As Needed		

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### District Deputy Annual Report on Council Status (FY 23-24)

We are no longer accepting submissions of the Annual Report on Council Status (#944) for the 2022-2023 fraternal year. District Deputies only need to submit this form once per fraternal year for each council in their district. The updated form for the 2023-2024 fraternal year will be posted on July 15, and the due date is September 15. Please contact [fraternalmission@kofc.org](mailto:fraternalmission@kofc.org) with any questions

On or about July 15<sup>th</sup> the report will be available to complete. This is due for all councils a District Deputy is responsible for BEFORE September 15, 2024.  
**REQUIRED FOR STAR DISTRICT**

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# District Deputy Reports Page

Membership **Reports** Forms Publications Prospect

Search:

Report Name	Date	PDF	Excel
District Deputy's Report	6/1/2024		
Conservation Listing by District (Past)	6/14/2024		
Daily Circle of Honor & Membership Goals Report	6/21/2024		
Safe Environment Member Status	6/22/2024		
Safe Environment Participation Rate Report	6/18/2024		
Safe Environment Council Compliance Report	6/20/2024		
Councils not submitting Officers Chosen for Term Report (185)	6/20/2024		
Councils not submitting Service Program Personnel Report (365)	6/20/2024		
Councils not submitting Semiannual Audit Report (1295)	6/21/2024		
Councils not submitting Annual Survey of Fraternal Activity (1728)	5/30/2024		
Councils not submitting Columbian Award Application (SP-7)	6/20/2024		

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# Knights of Columbus®

## Florida State Council



ZSBMM275  
RUN DATE

ZSBMM241  
FSP7

COUNCILS NOT SUBMITTING COLUMBIAN AWARD APPLICATION

Count	ZSBMM241 F185	COUNCILS	FLORIDA COUNCIL NUMBER	ZSBMM241 FSP7	COUNCILS NOT SUBMITTING COLUMBIAN AWARD APPLICATION	FLORIDA	PAGE 11
US		06/20/202	648 *		06/20/2024		
US			3080 *				
US			3270 *		00648	00778	01726
US			3652 *		02105	02596	03080
US			375 *		03274	03416	03599
US			477 *		0774	08357	0872
US			483 *		0480	04439	0451
US			509 *		04998	04999	05092
US			511 *		05131	05150	05357
US			5357 *		05441	05618	05643
US			5758 *		05737	05869	05958
US			5869 *		05972 *	05972 *	06022 *
US			5972 *		06977 *	07265 *	07314 *
US			7052 *		07581 *	07581 *	07680 *
US			745 *		07091 *	07121 *	07166 *
US			797 *		07408 *	07420 *	07514 *
US			827 *		07589 *	07621 *	07644 *
US			882 *		08049 *	08017 *	08048 *
US			8910 *		08132 *	08440 *	08612 *
US			8995 *		08395 *	09236 *	09618 *
US			9236 *		10034 *	10087 *	10157 *
US			9618 *		10201 *	10230 *	10318 *
US			10087 *		10498 *	10513 *	10647 *
US			10197 *		10823 *	10853 *	10886 *
US			10201 *		11046 *	11069 *	11177 *
US			10201 *		11284 *	11328 *	11410 *
US			10318 *		11448 *	11497 *	11651 *
US			10513 *		11755 *	11784 *	11830 *
US			10823 *		12071 *	12159 *	12196 *
US			10853 *		12306 *	12314 *	12322 *
US			11036 *		11877 *	11967 *	12099 *
US			11284 *		11967 *	12235 *	12242 *
US			11328 *		12235 *	12314 *	12424 *
US			11448 *		12314 *	12544 *	12692 *
US			11566 *		12746 *	12758 *	12761 *
US			11668 *				12880 *
US			11673 *				
US			11755 *				
US			11830 *				
US			11877 *				
US			11967 *				
US			12235 *				
US			12314 *				
US			12322 *				

Background Check Due By/Compliance	Re-screening Eligibility Date	Member Status
Compliant	2026-11-19	Compliant
a	n/a	Compliant
Compliant	2024-11-06	Compliant
Compliant	2025-11-19	Compliant
a	n/a	Non-Compliant

ING SERVICE PROGRAM PERSONNEL REPORT

COUNCIL	MEMBERSHIP	INSURANCE	MEMBERSHIP FOR COUNCIL S OF	LAST CAS
03270	03652	03757		
04800	04839	05092		
05869	06265	06391		
07091	07511	07567		
08049	08236	09618		
09236	09618	10886		
10087	11967	12235		
10318	12322	12424		
10647	12746	12758		
10823	13116	13563		
11046	14391	14815		
11328	15132	15224		
11448	15643	15686		
11497	15847	15858		
11651	16583	16724		
11784	17520	17931		
12071	97009	98009		

NOT REPORTING 68

All of these reports are the keys to the success of your councils! Know where they are and use them!

COUNCIL	QUOTA	MEMBERS	DELINQUENT	NET	ACTION	DATE
06988	8	0	0	0	1	
12322	5	0	0	0	0	

\* LAST 2 REPORTS ARE DELINQUENT  
STATUS CODES: A = ACTIVE S = SUSPENSION P = PENDING SUSPENSION





# Officer's Online Council View

The screenshot shows the 'Officers Online' web application. At the top, there is a navigation bar with the 'KNIGHTS OF COLUMBUS' logo, the text 'OFFICERS ONLINE', and buttons for 'CHANGE PASSWORD', 'LOGOUT', 'LANGUAGE: ENGLISH', and 'FAQ'. Below this is a 'UPDATE YOUR PROFILE' link. The main content area is titled 'Officers Online' and shows the user's name 'Hi Richard Gallant' and last login '6/18/2024 at 7:00 pm'. A 'Change Role' dropdown menu is set to 'District Deputy'. There are two sections of urgent messages: 'MEMBERSHIP CARD PRINTING' and 'UPDATE - Safe Environment Member Status Report'. Below the messages is a breadcrumb trail: 'Florida > 65 > #6988 (Palm Beach Gardens)'. A 'Supporting Applications' section contains five icons: 'Officers Desk Reference', 'Office Of Youth Protection', 'Home Corporations', 'Knights Gear', and 'Supplies Online'. At the bottom, there are tabs for 'Membership', 'Reports', 'Forms', 'Publications', and 'Prospect'. The 'Membership' tab is active, showing a table with columns for 'Awards Progress' (Month to Date, Year to Date) and 'Council Membership' (Total Membership, YTD Change in Membership).

Awards Progress								Council Membership	
Month to Date				Year to Date				Total Membership	YTD Change in Membership
Quota	Gain	Loss	Net	Gain	Loss	Net	%	6/21/2024	

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# Council Reports

Florida 65 #6988 (Palm Beach Gardens)

Supporting Applications

- Officers Desk Reference
- Office Of Youth Protection
- Home Corporations
- Knights Gear
- Supplies Online

Membership Reports Forms Publications Prospect

Search:

Report Name	Date	PDF	Excel
Membership Roster	6/18/2024		
Membership Roster - January	1/1/2024		
Membership Roster - July	7/1/2023		
Safe Environment Member Status	6/22/2024		
Safe Environment Participation Rate Report	6/18/2024		
Safe Environment Council Compliance Report	6/20/2024		
Council Billing Statement (Past)	5/31/2024		

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# Council Forms

Form Name	Form Number	Due Date	Print	Online
Annual Survey of Fraternal Activity	1728	1/31		
Application for Appointment as Financial Secretary	101	As Needed		
Brother Barnabas	279	6/30		
Catholic Citizenship Essay Contest - Entry Form	4208	As Needed		
Columbian Award Application	SP-7	6/30		
Columbian Squires Officers & Chairmen	468	8/1		
Evaluation of Financial Secretary	1938	As Needed		
Family of the Year	10680	As Needed		
Father Prior	4371	As Needed		
Food For Families Report Form	10057	6/30		
Fraternal Benefit Seminar Form	11077	As Needed		
Fraternal Programs Report Form	10784	As Needed		
Free Throw Championship Score Sheet	1598	As Needed		
Nomination for Appointment as Financial Secretary	103	As Needed		
Notice of Appointment of Round Table Coordinator	2629	As Needed		
Relief from Council Dues and Per Capita Taxes	1831	As Needed		
Report of Officers Chosen for Term	185	7/1		
RSVP and Plaque Application	2863	6/30		
Semiannual Circle Status and Audit	247-1	3/15		
Semiannual Circle Status and Audit	247-2	9/15		
Semiannual Council Audit (due August)	1295-1	8/15		

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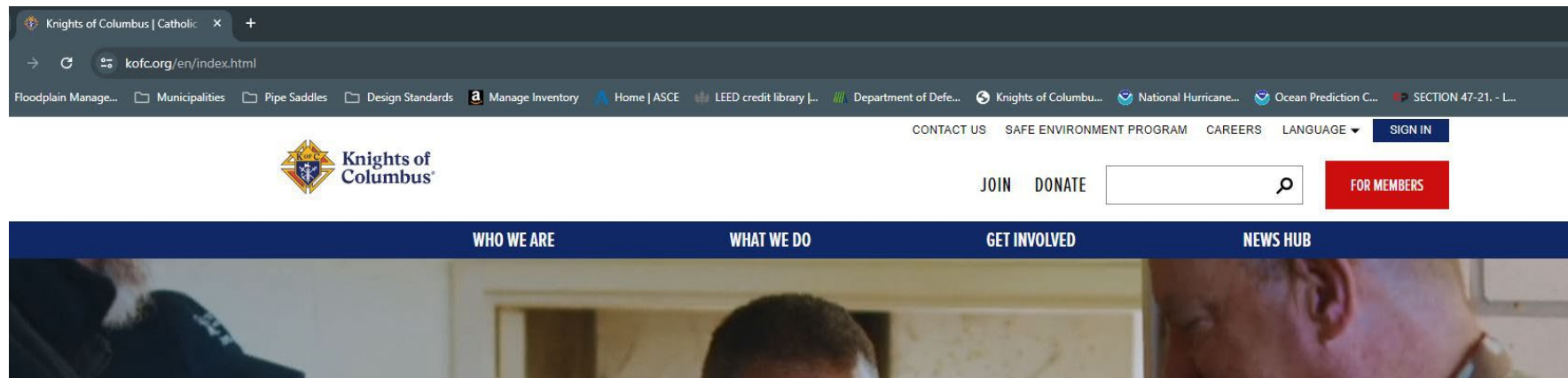


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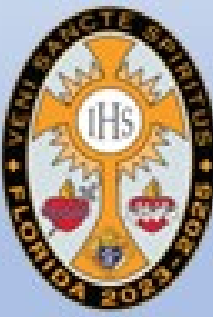


# Accessing Member Resources WITHOUT a Log in to Officers Online

First go to <https://KofC.org>



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# Scroll ALL the way to the Bottom of the Home Page

The screenshot shows the footer of the website with a yellow background. It features four main navigation columns: 'WHO WE ARE', 'WHAT WE DO', 'GET INVOLVED', and 'MEMBER RESOURCES'. The 'MEMBER RESOURCES' column is highlighted with a blue border and a green arrow pointing to it from the 'GET INVOLVED' column. To the right of these columns is the 'Knights Gear' logo and contact information. At the bottom right, there are social media icons for Facebook, X, YouTube, Instagram, and LinkedIn. A dark blue footer bar contains copyright and policy links.

WHO WE ARE	WHAT WE DO	GET INVOLVED	MEMBER RESOURCES
<ul style="list-style-type: none"><li>Our Mission</li><li>Our Faith</li><li>Our History</li><li>Supreme Officers</li><li>About Membership</li><li>Video Library</li></ul>	<ul style="list-style-type: none"><li>Charity</li><li>Insurance</li><li>Invest</li><li>Programs</li><li>Scholarships</li><li>Churchloan</li></ul>	<ul style="list-style-type: none"><li>Join</li><li>Donate</li><li>Find a Council</li><li>Store</li><li>College Councils</li></ul>	<ul style="list-style-type: none"><li>Sign In</li><li>For Members</li><li>Safe Environment Program</li><li>Brand Assets</li><li>Benefits</li></ul>

**Knights Gear**  
Knights of Columbus  
1 Columbus Plaza  
New Haven, CT 06510  
203-752-4000

CONNECT WITH #KOFC

© COPYRIGHT 2024, KNIGHTS OF COLUMBUS. ALL RIGHTS RESERVED. | FAITHFUL CITIZENSHIP | PRIVACY AND USAGE | DONATE | CONTACT

One Click to Sign In Here



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## MEMBER RESOURCES



**LIVE YOUR FAITH THROUGH YOUR FINANCIAL DECISIONS**

Catholic-rooted Insurance, Investment & Charitable Solutions

- FORMS
- SUPPLIES/MERCHANDISE
- FRATERNAL OPERATIONS
- TRAINING & WEBINARS
- PROGRAMS
- INVITING MEN TO JOIN
- ENGAGE YOUR MEMBERS
- CEREMONIALS

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### IMPORTANT UPDATES



#### AID AND SUPPORT AFTER PREGNANCY (ASAP)

Support pregnant women, mothers and their babies by serving pregnancy resource centers and maternity homes.

[FIND OUT MORE ABOUT ASAP](#)



#### UKRAINE SOLIDARITY FUND\*

Knights of Columbus all over the world stand in solidarity, ready to support the 1,889 Knights and their families, the Church, and all in need in Ukraine.

[STANDING WITH UKRAINE](#)



### FRATERNAL NEWS CLIPS



#### K OF C CAMPAIGN TO EXPAND AID FOR MOTHERS AND CHILDREN

Initiative will partner with Knights councils to enhance local support for pregnancy resource centers and maternity homes

[READ ABOUT ENHANCED RESOURCES](#)

## Other Items Found in Member Resources



#### SPRINT TO FOUNDER'S DAY

Membership incentive for councils runs from now through March 29.

[INCENTIVE FOR COUNCILS](#)



#### WELCOMING LIFE AGAINST THE ODDS

A Knight and his wife opened a pregnancy resource center. Thanks to their help, an abortion-minded college student changed her mind safely gave birth to her baby boy. Knights of Columbus are building a culture of life for pregnant women and their children, pre-born and born.



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Knights of  
Columbus

JOIN

DONATE

FOR MEMBERS

SIGN IN

WHO WE ARE

WHAT WE DO

GET INVOLVED

NEWS HUB

## COUNCIL FORMS

Please submit online form whenever available. This is the preferred method of submitting forms. When an online form is not available, print out a copy of the form before submission and keep it for your records. Remember that some of the forms go to different departments within the Supreme Council. Once the form is completed, please verify the email address on the form before sending.

Form Number	Council Form Name	PDF	Online (Preferred Method)	Due Date
#11621	International/State Awards Submission Process Guide	PDF	N/A	As Needed
#FTR	Fraternal Training Request Form	N/A	Online (Preferred Method)	As Needed
#365	Service Program Personnel Report	PDF	Online (Preferred Method)	6/30
#1295	Semiannual Council Audit	PDF	N/A	2/15
#1295	Semiannual Council Audit	PDF	N/A	8/15
#1728	Annual Survey of Fraternal Activity	PDF	Online (Preferred Method)	1/31
#SBMMA	State Blessed Michael McGivney Award	PDF	N/A	3/31
#185	Report of Officers Chosen for the Term	PDF	Online (Preferred Method)	6/30
#SP-7	Columbian Award Application	PDF	Online (Preferred Method)	6/30
#101	Application for Appointment as Financial Secretary	PDF	N/A	As Needed
#103	Nomination for Appointment as Financial Secretary	PDF	N/A	As Needed
#1728A	Survey of Fraternal Activity Individual Member Worksheet	PDF	N/A	As Needed
#1831	Application for Per Capita Disability Exemption	PDF	N/A	As Needed
#1842	Member/Prospect Interest Survey	PDF	N/A	As Needed

### FORMS

< COUNCIL FORMS

COUNCIL DEVELOPMENT FORMS

DISTRICT FORMS

STATE FORMS

ASSEMBLY FORMS

FAITH IN ACTION PROGRAM FORMS



Council Forms Page  
Contains ALL of the  
Important Forms for  
a Council Officer

This page also  
includes Access to  
Council Development,  
District, State,  
Assembly, and  
Faith in Action Forms

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Supplies and  
Merchandise can be  
accessed from the  
Supplies/Merchandise  
Tab

CONTACT US SAFE ENVIRONMENT PROGRAM CAREERS LANGUAGE **SIGN IN**





Knights of Columbus

JOIN DONATE  **FOR MEMBERS**

WHO WE ARE WHAT WE DO GET INVOLVED NEWS HUB

## ORDER SUPPLIES AND MERCHANDISE

For printed or digital products, including stationery, advertisements, banners, signs, etc., the logo and wordmark may appear on white, yellow, navy, red, or blue backgrounds, as stipulated on the [Brand Assets](#) page. Garments and other merchandise may feature the emblem on other colors; however, such items must be purchased from Knights Gear, which may approve or deny specific designs.

 **KNIGHTS GEAR**
 **PRINT SUPPLIES**
 **CEREMONIAL SUPPLIES**
 **FOURTH DEGREE UNIFORMS**

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### KNIGHTS GEAR

Knights Gear is the official provider of Knights of Columbus branded materials, including clothing, books and apparel of all types. All such materials should be purchased from Knights Gear. Knights Gear is openly accessible for members to register and order items for themselves, their council, or their brother knights. Please note that the USA Knights Gear site distributes items within the United States only and Canadian Knights Gear site distributes items within Canada only.

[UNITED STATES](#)
[CANADA](#)

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## FRATERNAL OPERATIONS

MEETINGS & PROTOCOL

VIRTUAL OPERATIONS

FRATERNAL LEADER RESOURCES

AWARDS

### COUNCIL MEETINGS

Councils should conduct two meetings monthly – a council meeting and an officers' planning meeting. The grand knight should preside at both of these meetings and is responsible for setting the agenda. For complete guidance, best practices, sample agendas and scripts, please consult the Protocol, Meetings, and Ceremonials (#11620) PDF below.

- [#11620 PDF](#)
- [MEETINGS FAQ](#)
- [WEBINAR: WATCH NOW](#)

### DISTRICT MEETINGS

District deputies should conduct at least two district meetings per year – one after the State Organizational Meeting and one after the State Midyear Meeting. These meetings should gather all councils in the district to pass along announcements, new initiatives and training.

- [PLANNING NOTES](#)
- [ORGANIZATIONAL MEETING](#)
- [MIDYEAR MEETING](#)

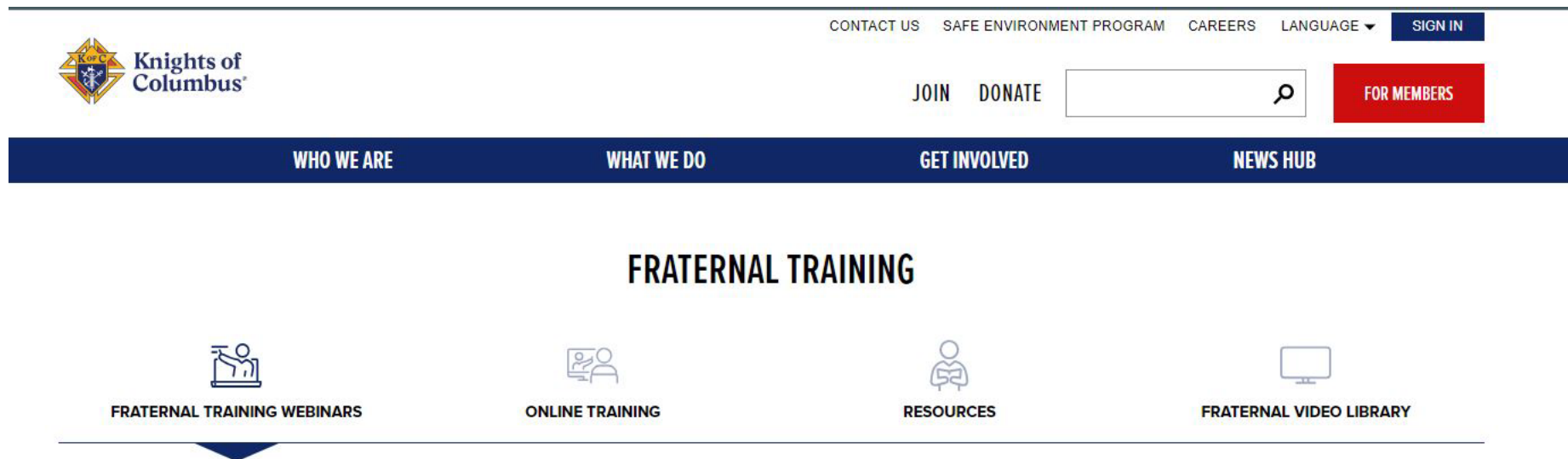
# The Fraternal Operations Tab Provides Access to Meetings & Protocols, Virtual Ops, Leader Resources, and Awards



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# The Training & Webinar Tab Allows Access to a Plethora of Training Resources



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The Program Tab  
Opens the  
Window to  
Access the Faith  
in Action  
Program.



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[JOIN](#) [DONATE](#)



[FOR MEMBERS](#)

[WHO WE ARE](#)

[WHAT WE DO](#)

[GET INVOLVED](#)

[NEWS HUB](#)

## FAITH IN ACTION - RESOURCES



[FAITH IN ACTION  
OVERVIEW](#)



[FAITH](#)



[FAMILY](#)



[COMMUNITY](#)



[LIFE](#)



[FAITH IN ACTION FORMS](#)

## OVERVIEW & HIGHLIGHTS



### Faith in Action Resources

[#10907 Faith in Action Guidebook](#)

[#10746 Faith in Action Minimum Requirements](#)

[#10581 Faith in Action FAQs](#)

[#11172 Faith in Action Program Forms Reference Guide](#) **NEW**

[#11139 Faith in Action Remote Programming Supplement](#)

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[WHAT WE DO](#)

[GET INVOLVED](#)

[NEWS HUB](#)

The Inviting Men to  
Join Tab Permits the  
Viewer to View  
Training, Guides,  
Resources, Strategies,  
and Everything for  
Membership

## INVITING MEN TO JOIN



RECRUITMENT STRATEGIES



ONLINE MEMBERSHIP



MEMBERSHIP INCENTIVES



COUNCIL DEVELOPMENT



RESOURCES

### RECRUITMENT BEST PRACTICES

Learn how to get started recruiting in your council today!

RECRUITMENT BEST PRACTICES

### RECRUITMENT STRATEGIES

Get started with council growth – for any size council – and find strategies for recruiting new and disengaged members to your council.

FINDING/INVITING PROSPECTS

PERSONAL & TEAM RECRUITING

RECRUITING FORMER MEMBERS

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Engaging Your  
Members Tab Aids the  
Council Officers and  
District Deputies  
**ENGAGE** your  
Membership!  
An Engaged Member is  
an **ACTIVE MEMBER**  
and a **RECRUITER!**

The screenshot shows the website's navigation bar with links for CONTACT US, SAFE ENVIRONMENT PROGRAM, CAREERS, LANGUAGE, and SIGN IN. Below the navigation is a search bar with JOIN and DONATE buttons, and a FOR MEMBERS button. The main content area features a dark blue header with WHO WE ARE, WHAT WE DO, GET INVOLVED, and NEWS HUB. The central section is titled 'ENGAGE YOUR MEMBERS' and includes four icons: ENGAGING MEMBERS, PROMOTING MEMBER BENEFITS, UPDATING MEMBER INFO, and RECOGNITION & AWARDS. Below this is a section for 'COMMUNICATE WITH MEMBERS' with a paragraph of text and three yellow buttons: TOOLS FOR COMMUNICATION, EMAIL TOOL TRAINING VIDEO, and DATA EXTRACT TRAINING VIDEO. The final section is 'ASK FOR MEMBER FEEDBACK' with a paragraph of text and a yellow button for MEMBER INTEREST SURVEY.

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## CEREMONIAL RESOURCES

To order supplies for ceremonials, please visit [kofc.org/supplies](http://kofc.org/supplies)



EXEMPLIFICATION



PROTOCOL



INSTALLATION OF OFFICERS

### EXEMPLIFICATION OF CHARITY, UNITY AND FRATERNITY SCRIPT #10991 AND VIDEO

Download and use this script to conduct the Exemplification of Charity, Unity and Fraternity. Grand Knights and Financial Secretaries can purchase hard copy scripts through [Supplies Online](#). While we prefer that the ceremony be performed live, it is acceptable to have candidates participate in the ceremony using the pre-recorded video.

If your question is not answered in the FAQ document, please feel free to email your question to [ceremonials@kofc.org](mailto:ceremonials@kofc.org).

DOWNLOAD SCRIPT

DOWNLOAD VIDEO

FAQ'S

### ONLINE ON-DEMAND EXEMPLIFICATION

The On-Demand ceremony can be accessed by candidates online 24 hours a day. Before inviting a candidate to participate in the On-Demand ceremony, make sure your council has completed their standard admissions process and has collected the information needed for his form 100. Councils must file a Form 100 for all candidates who complete an online exemplification.

ENGLISH INVITATION

SPANISH INVITATION

FRENCH INVITATION

# Ceremonial Resources including Scripts and Videos are Available Here In English, Spanish and French



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# Navigating the Florida State Council Website

Go to  
<https://FloridaKofC.org>





# Knights of Columbus®

## Florida State Council



# Knights of Columbus®

## Florida State Council

### Account Dashboard

Welcome to your Account Dashboard - Membership is Everybody's Business

[Click this link to register for live virtual Exemplification of Charity, Unity, and Fraternity](#)


[Click here to register for live virtual Spanish Exemplification of Charity, Unity, and Fraternity](#)

[Click here to see Officers Resources](#)

[Question and Advice on Banking Re: Knights of Columbus Sunbiz Annual Filing \(floridakofc.org\)](#)

[Get Involved in Special Olympics Click here](#)

2024 Per Capita Bills are now available. They are due no later than August 1st, 2024.



Hi, Richard J. Gallant!

Drag and drop your new profile picture here or click to upload it.  
The file size limit is 10 MB.

#### Options

- Dashboard
- My Profile
- Convention Registration

**DONATE**

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### Account Dashboard

Welcome to your Account Dashboard - Membership is Everybody's Business

[Click this link to register for live virtual Exemplification of Charity, Unity, and Fraternity](#)

[Click here to register for live virtual Spanish Exemplification of Charity, Unity, and Fraternity](#)

[Click here to see Officers Resources](#)

#### Greetings from the Supreme Knight 2023

December 2nd- FSC Soccer Challenge

December 3rd- 1st Sunday of Advent

December 8th-9th Mid-Year Meeting for DDs

December 15th FSC Essay Contest

December 24th- Christmas Eve

December 25th- Christmas Day

To see more events click here: [Events and Exemplifications Calendar \(floridakofc.org\)](https://floridakofc.org)



Hi, MR Richard J. Gallant!

Drag and drop your new profile picture here or click to upload it.  
The file size limit is 10 MB.

#### Options

Dashboard

My Profile

Convention Registration

Online Forms

Member Directory

Online Training

Division Management

General Reports

Content Queue

Sign Out





Any Divisions Assigned will Appear Here.

### Division Management

Manage division data you have management control of by using the tools below.

Division ID or Search Text <input type="text"/>	City <input type="text"/>
Division Type All Types	Parent Divisions All Parent Divisions
<input type="button" value="Submit Search"/>	

### Your Assigned Divisions

Division Name	ID	
State: Florida Knights of Columbus	0	<input type="button" value="Manage"/>
State: Florida Knights of Columbus	0	<input type="button" value="Manage"/>
District: District 65	65	<input type="button" value="Manage"/>



Hi, Richard J. Gallant!

Drag and drop your new profile picture here or click to upload it. The file size limit is 10 MB.

### Options

- 
- 
- 
- 
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- 
- 
- 
-






# Access Reports and Bulk Updates

Supreme / Florida Knights of Columbus / Region 06 / District 65

## District 65 (65)

Manage the information for this division by choosing from the options below.

 General Information

 Officers

 Articles

 Events

 Newsletters

 Per Capita Bills

 Bulk Updates

 Reports



The Bulk Updates Tab Allow  
the Grand Knight and  
Financial Secretary Email  
and Phone Numbers to be  
Updated.  
**VERIFY THIS ASAP!!!**

Supreme / Florida Knights of Columbus / Region 06 / District 65

**District 65 (65)**  
Bulk Updates

[← Back to Menu Menu](#)

Use the tool below to make bulk updates allowed for this division. (Structure #3)

Positions to Update

Officer	Division/Role	Home Phone	Mobile Phone	E-mail	
Mark Chauvin	Financial Secretary #4999: Santa Maria	<input type="text"/>	5612218580	mark99444@com	<a href="#">Update</a>
Richard Jirinec	Grand Knight #6569: Msgr Jerome Reddy	5612678609	5612678609	richtangclan@pro	<a href="#">Update</a>
Humbert Giumetti	Financial Secretary #6569: Msgr Jerome Reddy	5613463657	561.346.3657	oriolefan1@gmail	<a href="#">Update</a>
Simone Milazzo	Grand Knight #6988: Palm Beach Gardens	<input type="text"/>	561-722-7642	s.milazzo@comc	<a href="#">Update</a>
Gregory Gast	Financial Secretary #6988: Palm Beach Gardens	<input type="text"/>	561-846-1904	atiteseal@gmail.c	<a href="#">Update</a>
Russell Smith	Grand Knight #12322: Saint Paul of the Cross	<input type="text"/>	5613085286	rsmith@tropical.c	<a href="#">Update</a>
John Mixon	Financial Secretary #12322: Saint Paul of the Cross	561-622-7491	561-568-1757	JMixon773@aol.c	<a href="#">Update</a>
Kenneth Kotansky	Grand Knight #13139: Saint Peter	<input type="text"/>	6304084589	kkotansky@gmail	<a href="#">Update</a>
Paul Davisson	Financial Secretary #13139: Saint Peter	561-746-5867	561-262-3820	pvdavisson@aol.c	<a href="#">Update</a>



View Councils in YOUR DISTRICT by inputting the Council Number in the Division ID or Search Text Box!

### Division Management

Manage division data you have management control of by using the tools below.

<b>Division ID or Search Text</b> <input type="text" value="6988"/>	<b>City</b> <input type="text"/>
<b>Division Type</b> <input type="text" value="All Types"/>	<b>Parent Divisions</b> <input type="text" value="All Parent Divisions"/>
<input type="button" value="Submit Search"/>	

### Your Assigned Divisions

 Division Name	ID	
 State: Florida Knights of Columbus	0	<input type="button" value="Manage"/>
 State: Florida Knights of Columbus	0	<input type="button" value="Manage"/>
 District: District 65	65	<input type="button" value="Manage"/>



# This is what the Council Officers Can See!

Supreme / Florida Knights of Columbus / Region 06 / District 65 / Palm Beach Gardens

## Palm Beach Gardens (6988)

Manage the information for this division by choosing from the options below.

General Information	Membership	Officers
Articles	Events	Meetings
Newsletters	Election of Delegates	Per Capita Bills
Bulk Updates	Reports	



**Click Per  
Capita Bills  
to View that  
Councils  
Per Capita  
Bills**

[Supreme](#) / [Florida Knights of Columbus](#) / [Region 06](#) / [District 65](#) / [Palm Beach Gardens](#)

### **Palm Beach Gardens (6988)**

[Supreme](#) / [Florida Knights of Columbus](#) / [Region 06](#) / [District 65](#) / [Palm Beach Gardens](#)

### **Palm Beach Gardens (6988) Per Capita Bill**

[← Back to Menu Menu](#)

Below are all per capita bills that have been uploaded for this division.

[Download 2024 Bill](#)  
[Download 2021 Bill](#)

[Download 2023 Bill](#)  
[2020 Unavailable](#)

[Download 2022 Bill](#)  
[2019 Unavailable](#)



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Division Management  
Allows YOU and the  
Council Officers to  
change Officers, Upload  
Membership Rosters,  
Submit Newsletters,  
View Reports and Much  
Much More

Supreme / Florida Knights of Columbus / Region 06 / District 65 / Palm Beach Gardens

## Palm Beach Gardens (6988)

Manage the information for this division by choosing from the options below.

⚙️ General Information

👥 Membership

👤 Officers

☰ Articles

📅 Events

📅 Meetings

📄 Newsletters

👍 Election of Delegates

📄 Per Capita Bills

👥 Bulk Updates

📄 Reports

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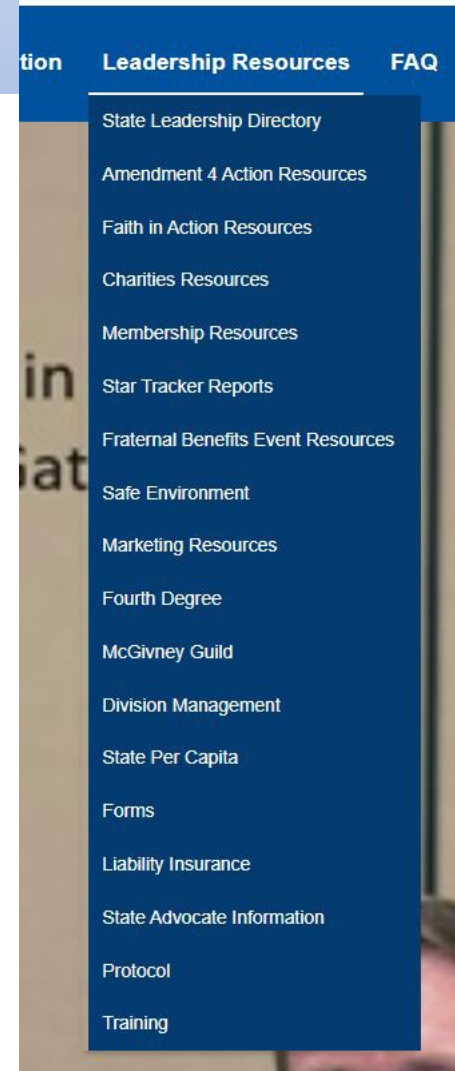




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Leadership Resources Tab  
on the FloridaKofC.org  
homepage is FULL of  
Resources Including...



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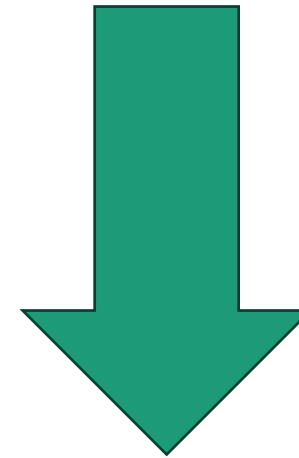
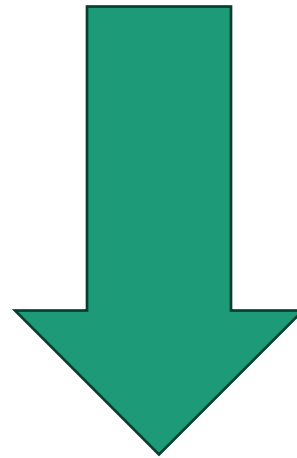
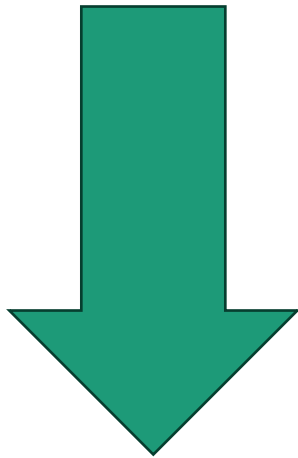




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Should YOU have any Website  
Suggestions Please Send Them HERE



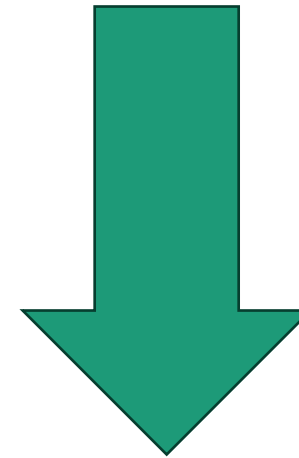
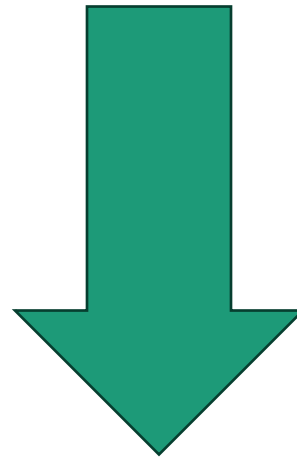
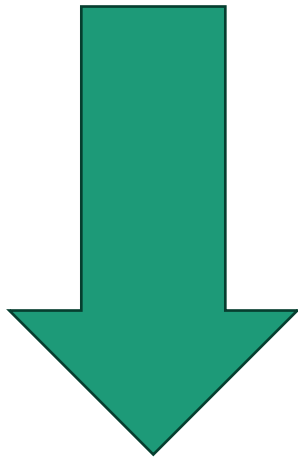
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Should YOU have any Website  
Suggestions Please Send Them HERE



Ed Sleyzak | State Warden | Website Administrator  
Esleyzak@outlook.com | (813) 416-4317  
StateWebmaster@FloridaKofC.org



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# Live Demonstration & Questions!

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**Thank you for your time!**  
**Vivat Jesus!**

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