



2023-24 Builders Club Annual Achievement Report

The Annual Achievement Report is a self-scoring report. Review this report with club members at the beginning of the year and identify activities to include when planning future club events. There are 26 possible points that can be earned on the report. The more activities the club conducts outlined in the questions below, the more points earned.

- To be a **Distinguished Club** = 20 points or more
- To be an **Honor Club** = 16 to 19 points

Reports are submitted online through this form and are due by **April 1**. To be ready to complete this form gather examples of your clubs great work this year, such as; (1) written descriptions and photos of your favorite projects (2) copies of completed **Builders Club Officer and Member Toolkit** activities (3) completed advisor Quick Start Guide (4) images of flyers or posters from projects (5) images of planning documents (such as a project budget, list of supplies or project task list). There's an opportunity to upload a short project description and photo to this report. If you are providing photos of projects or group photos please also upload [photo release forms](#) for all club members pictured in the photos.

Faculty advisors of qualifying clubs will receive an email with confirmation of your club's recognition and a link to download a digital badge to display on the school and/or club website. Social media graphics will also be provided for use in sharing the club's accomplishments online.

Club name:

Club ID #:

Club charter number - Example (B00345)

Club District:

The district is the state in which the club is located.

Faculty advisor first and last name:



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Faculty advisor email:

School address:

Address Line 1

Address Line 2

City

State

ZIP Code

United States

Country

Sponsoring Kiwanis Club name:

For each question earn two (2) points if your club accomplished the item this year.

	Yes	No
1. Does your club have elected club officers?	<input type="radio"/>	<input type="radio"/>
2. Did your club president run meetings?	<input type="radio"/>	<input type="radio"/>
3. Did your vice president welcome new members?	<input type="radio"/>	<input type="radio"/>
4. Did your secretary take meeting notes?	<input type="radio"/>	<input type="radio"/>
5. Did your treasurer keep track of the club budget or service project budgets?	<input type="radio"/>	<input type="radio"/>
6. Does your club have at least two committees?	<input type="radio"/>	<input type="radio"/>
7. Did your club do (or is it in the process of doing) this year's Global Service Project: The BIG Book Drive?	<input type="radio"/>	<input type="radio"/>
8. Does your club meet at least once a month?	<input type="radio"/>	<input type="radio"/>

Each 'Yes' response = 2 points.

Total number of points earned for questions 1 through 8.



9. Which of the Builders Club Toolkits did your club use this year?

- Builders Club Officer and Member Toolkit
- Builders Club Service Toolkit
- Builders Club Advisor Toolkit

Earn up to two (2) points if your club used two or more K-Kids guides (listed above) and you have uploaded proof of each resource used this year.

UPLOAD at least one example of a completed activity FROM EACH guide used.

Choose File Remove File No File Chosen

Supporting documents for question #9.

Total number of points earned for question 9.

LEARN, ENGAGE, SERVE, LEAD (Questions 10 - 13)

For questions 10 - 13, earn up to two (2) points each if two or more listed activities were completed and you have uploaded proof of how they were achieved.

10. **LEARN:** The act, process or experience of gaining knowledge or skill. (Freeditary.com) Select **TWO** ways from the list below that your club members are learning about themselves and their community because of participation in your club.

- Time and activities were used to help club members identify and use their talents.
- Members conducted age-appropriate research to learn about community needs and causes.
- Members had opportunities to share what they learned about a community need or cause with the school/organization or broader community through presentations, posters, etc.

Earn up to two (2) points each if two or more listed activities were completed and you have uploaded proof of how they were achieved.

UPLOAD an example of how each selected item was achieved (such as a completed member guide activity example or a club presentation or poster).

Choose File Remove File No File Chosen

Supporting documents for question #10.

Total number of points earned for question 10.

11. **ENGAGE:** To become involved. (Freeditary.com). Select **TWO** ways from the list below sharing how club members are exercising their ability to engage with others.

- Members recruited peers to join the club.
- Members recruited peers to participate in club service activities through school announcements or assemblies, a bulletin board, or posters.
- Members learned about community issues from experts or organizations (such as by doing interviews).
- Members interacted with people outside the club.



UPLOAD an example of how each selected item was achieved (such as a recruitment event flyer or a completed member interview form).

Choose File Remove File No File Chosen

Supporting documents for Question #11.

Total number of points earned for question 11.

12. SERVE: To be useful or of service; to help. (Freedictionary.com) Select TWO ways from the list below that club members were encouraged to grow service interests and ways in which they increased the impact made through service.

- Members participated in donation drives.
- Members participated in fundraising.
- Members participated in advocacy (educating others about a need or cause).
- Members participated in hands-on service (being directly involved with people or animals).

Earn up to two (2) points each if two or more listed activities were completed and you have uploaded proof of how they were achieved.

UPLOAD an example of how each selected item was achieved (such as a completed service guide activity or samples of service project flyers or announcements).

Choose File Remove File No File Chosen

Supporting documents for Question #12.

Total number of points earned for question 12.

13. LEAD: The ability to listen to, communicate with, serve and guide others. (Freedictionary.com) Select Two ways from the list below that club members are empowered to lead.

- Advisors(s) encouraged all members to understand they have the capacity to be leaders.
- Officers and committee chairs empowered members to take responsibility for specific tasks based on members' interests and talents.
- Officers and committee chairs were trained in the technical and social-emotional aspects of their leadership roles.
- Officers ran meetings and led club activities.

Earn up to two (2) points each if two or more listed activities were completed and you have uploaded proof of how they were achieved.

UPLOAD an example of how each selected item was achieved (such as images of officers leading meetings, list of specific roles for members outside of officer and chair positions, or an agenda from officer/chair training).

Choose File Remove File No File Chosen

Supporting documents for Question #13.



Total points earned.

To be a Distinguished Club = 20 points or more. To be an Honor Club = 16 to 19 points.

UPLOAD photo releases for all club members included in photos shared in this report.

Choose File Remove File No File Chosen

Photo releases are needed for any club members included in photos.

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