2010-2011 STEP-UP ACHIEVEMENT PROGRAM

To coincide with the Kiwanis International Distinguished Club Program in 2010-2011, the Texas-Oklahoma Kiwanis District will have its own unique achievement program too. In keeping with the year's motto of "Step-Up," this program will invite clubs to accomplish certain "steps" through the year to achieve one of two levels of distinction. The first level will earn a banner patch depicting a step ladder for the club awards banner. A club taking further steps will earn an extension ladder symbol that recognizes even greater excellence. Special recognition will be given in Ki-Notes and honor will be given at the District Convention following the 2010-2011 year. Ann Wilkins will lead a team to promote and administer the **Step Up Achievement Plan**. This program will be launched on October 1, 2010 and run through September 30, 2011.

I. The steps will encourage clubs to **S**upport the T-O Foundation in two different steps.

II. It will urge clubs to **T**ake to the Road and interclub. The previous Interclub Contest will be integrated into this Step-Up Achievement Program.

III. **E**nrolling in one of the Step-Up, Check-Up Clinics conducted during the year can earn two more steps.

IV. Finally, **P**articipating in First Lady Joyce Curry's Reading Is Fundamental program can earn another step and the Galveston Library Recovery effort can earn an additional step.

CRITERIA

- **Any club achieving at least one from the four basic criteria and 2 additional steps (6 steps = one of 4 basic & 2 from basic or bonus) will earn the *Step Ladder* award.**
- **Any club earning 10 of these 12 steps will earn the *Extension Ladder* award.**

To learn ***how you will receive credit*** for completing these steps, see the end of this document.

4 BASIC S T E P S to take:

SUPPORT THE T/O FOUNDATION

1. Club donates $5 per member to the Tom Duncan Memorial Fund – based on October 1, 2010 membership.*
2. Honor someone with a C. T. Bush Award during the year.*

INTERCLUB

1. Club makes 6 interclub visits during the year.** (one step)
2. Club makes 12 interclub visits during the year.** (two steps)

STEP-UP, CHECK-UP CLINICS

1. Club participates in one of the Step-Up, Check-Up Clinics (minimum of 3 members attend, schedule will be posted at www.txokkiwanis.org).
2. Send a club member that has never attended a division, district or KI event to a Step-Up, Check-Up Clinic. (can be 1 of the 3 members required above in item 1).

FIRST LADY'S PROJECT – READING IS FUNDAMENTAL & GALVESTON LIBRARY

1. Club conducts one or both of the two programs that meet the Reading is Fundamental (RIF) project requirements (more information posted at www.txokkiwanis.org).
2. Club makes a donation of the cost of at least one book ($15.00) to the Galveston Library Recovery Effort. Make the donation online at www.funds4books.com (Galveston code #57b9) or bring individual or club donations to Step-Up Check-Up Clinics, Governor Visits or District Convention 2011 – make checks payable to Funds4Books.

BONUS STEPS

1. Club enters its bulletin or newsletter in the 2010-2011 Bulletin Contest.***
2. Club sends their winning nomination for the 2010-2011 Sophomore of the Year to their Lt. Gov.*
3. Club submits a nomination for Layperson of the Year in 2010-11.***
4. Club submits a nomination for the Youth Leadership or Kiwanian of the Year awards, sponsored by the Past Lt. Governor's Association (PLGA).★

Complete details of each of the steps will be fully explained in T-O event forums, Ki-Notes, by Lt. Governors and electronic media.

HOW TO RECEIVE CREDIT for completing steps …

FOUR BASIC STEPS:

SUPPORT THE T/O FOUNDATION

1. Tom Duncan. **Verified through the T/O Foundation. Credit will be added automatically by District Office.**
2. C. T. Bush. **Verified through the T/O Foundation. Credit will be added automatically by District Office.**

INTERCLUB

1. 6 interclubs. **Club should report interclub activity on their Monthly Report, Part 2. Credit will be added automatically by District Office.**
2. 12 interclubs. **Club should report interclub activity on their Monthly Report, Part 2. Credit will be added automatically by District Office.**

STEP-UP, CHECK-UP CLINICS

1. Step-Up Clinics. **Verified by information provided by club on Clinic sign-in sheet. Credit will be added by District Office.**
2. Club member attends Step-Up Clinic. **Verified by information provided by club on Clinic sign-in sheet. Credit will be added by District Office.**

FIRST LADY'S PROJECT – READING IS FUNDAMENTAL

1. RIF . **Club to record on the Monthly Report in which project occurred, Part 1, project description should be RIF and make sure you check Read Around the World under Branded Programs.**
2. Galveston Library. **Club to record on the Monthly Report in which project occurred, Part 2, under DISTRICT QUESTIONS.**

BONUS STEPS:

1. Bulletin Contest. **Verified by the TX-OK Public Relations Chairman. Credit will be added automatically by District Office.**
2. Sophomore of the Year. **Verified through the TX-OK District Lt. Governors. Credit will be added automatically by District Office.**
3. Layperson of the Year. **Verified by the TX-OK Human & Spiritual Values Chairman. Credit will be added automatically by District Office.**
4. Youth Leadership or Kiwanian of the Year. **Verified through the PLGA. Credit will be added automatically by District Office.**

***** More information and/or forms are located at www.tofoundation.org.

****** Interclubs: a meeting staged by two or more Kiwanis clubs (including clubs in formation) or by a Kiwanis Club and any club belonging to the K Family or by a Kiwanis Club visiting a "Kiwanis function." (**Please specify the club/function you are claiming as an Interclub**.) A Kiwanis function: any club approved service project, Division Council Meeting (DCM), Division Prayer Breakfast, Division Club Leadership Education (CLE) Meeting, District Board Meeting, Governor's Official Division Visit, participation at K-Family event including Weekend of a Lifetime (WOAL) and Key Leader, Mid-Winter Conferences, K-University or a Kiwanis Convention. **No credit is given for mileage this year.**

Attendance at a service project event, DCM, Division Prayer Breakfast, CLE, District Board Meeting, Governor's Official Visit, participation at a K-Family event or K University program counts as one Interclub. Kiwanis conferences/conventions will count as two (2) Interclubs per event. Minimum member participation requirements for Interclubs apply to all Kiwanis functions for which Interclub credit is claimed.

Qualified interclub: Consist of no less than **four** members for clubs with 31 members and higher, **three** members for clubs with 21 to 30 members, and **two** members from clubs with a membership up to 20. May also be composed of a **minimum** of 2 Kiwanis members from the visiting club, plus a **minimum** of 2 members of an SLP that the visiting club is **currently sponsoring**. The current seated Lt Governor and the Gov count as ad hoc members to all clubs and their presence may be counted by any club in the division.

******* Instructions located at http://www.txokkiwanis.org/Awards_SLP_Contests.html

★ More information and/or forms are located at http://www.txokkiwanis.org/plga.html