



FUNDCRAZR Sweepstakes



a year to offset the costs of the meetings that are required annually

BOX CONTENTS - PLEASE SAVE FOR LATER

Contents:

- ◆ Fund Crazr tickets
- ◆ This document stapled.
- ◆ Letter from Dwayne J. Enderle “Butch” State Deputy explaining the Fundcrazr for 2023. It will go over all the levels and what you can expect.
- ◆ Instructions for the WEB and overall for mailing etc.
- ◆ Mock Council Fill in for closing out the event.

Also included:

- ◆ Envelope for Treasurer Fund Crazr
- ◆ Envelope for Ticket Stubs Fund Crazr
- ◆ Rubber Bands
- ◆ Poster

You must have access to the web.

The WEB address is:

<https://fc-kofc.com>

Or

fc-kofc.com

Letters stand for: (F-fund C-crazr KOFC– Knights Of Columbus)

Any question(s) please call SK Daniel Rolenc @ 719-651-5029



Dwayne J. Enderle
"Butch"
State Deputy
10250 Horse Backtrail
Peyton, CO 80831
C: 719-648-7566
W: 719-721-8258



Worthy Grand Knights,

As many of you know the State Council runs one fund raiser, the FUNDCRAZR Sweepstakes, a year to offset the costs of the meetings that are required annually. The tickets are distributed to the your local councils for sale in your areas. The State Council, unlike your local council, is made up Knights from around the state and has no one place to call the State Council Chamber or and does not have the staffing available to hold multiple fund raisers without calling upon local councils for the manpower. I tell you this because the costs of the annual convention and the two training meetings have continually risen.

As the State Council plans the annual budget we look at ways of limiting the impact on your council's funds. The annual per capita does not cover all costs so some type of fund raising is required. Without the additional income from the sweepstakes the State would have to increase the per capita rate to each council. The sweepstakes raises funds that allow us to maintain low per capita rates, conduct the business of the State Council and left over funds are then passed on to the Colorado State Charities, Inc. for donations to organizations around the state. This includes charitable needs at the local council locations.

The State does not ask you to assist in the fundraising without some reward. The council retains \$2 for every ticket sold. If the council sells the minimum required tickets, your Council's primary delegates to the State Convention are allotted an additional \$30 for a single and \$60 for a couple for meals to the \$30 and \$60 dollars allotted by the Mileage and Per Diem Resolution approved at the last convention. The third thing is a per capita rebate of \$1, per active member, and \$.50, per inactive member, annually divided between the two semiannual billings.

This year program was revised to have levels of rewards, Bronze, Silver and Gold. Continuing is the practice of the council retaining the \$2 per ticket regardless the number of tickets sold.

The Bronze Level will earn the additional meal discount for the convention as identified above. The Bronze Level awarding will be tied to the Council's population at Supreme used for the January Per Capita. Councils with under 75 members will be required to sell one ticket for each member. Councils with more than 75 and less than 100 will be required to sell 75 tickets. Councils with more than 100 and less than 200 will be required to sell 100 tickets and councils with 200 members and more will need to sell 125.

The Silver Level will award the council with the per capita discount previously identified plus the benefits awarded in the Bronze Level. To be awarded the Silver Level, the council will have to reach ticket sales for the Bronze Level plus 50% more, i.e. if you are required to sell 50 tickets to reach the Bronze Level, you will need to sell 75 tickets to reach the Silver Level.

The Gold Level will have a new a incentive in addition to everything earned in the previous levels. To attain the Gold Level the council must sell the Bronze Level number of tickets times two, i.e. Bronze Level requirement of 75 tickets the Gold Level is 150 tickets. For the effort, the council will retain \$1 for each ticket sold above the Gold Level requirement, i.e. using the example above, a council reaching the Gold Level selling 150 tickets retains the \$300 for the first 150 tickets and then for any ticket above that the council retains \$3. Using the same scenario, a council sells 200 tickets the council retains \$300 for the first 150 and then retains \$150 for the additional 50 tickets sold for a total value of \$450.

In the ticket envelopes will be a card explaining what you council's requirements are for each level.

If you have any questions please reach out to me.

Dwayne J. Enderle
Dwayne J. Enderle
Colorado State Council
State Deputy



Instructions

Please follow these mailing instructions for
COLORADO STATE COUNCIL
FOOTBALL CRAZR FUND 2023



Please seek the assistance of your Financial Secretary to complete this and ALL Forms!

A Financial secretary has strong organizational skills. Part of their duties and responsibilities ensure proper accounting procedures are followed and an accurate record is made for your council. They maintain an accurate accounting of money flow through your council and promptly present all bills to the council for payment authorization.

You need their expertise when it comes to Councils expenditures.

- **Upon opening the, please read the Letter from Dwayne J. Enderle “Butch” State Deputy explaining the Fundcrazr for 2023. It will go over all the levels and what you can expect.**
- **Become familiar with the site <https://fc-kofc.com/> (fc-kofc.com) because you will need to go there for information.**

Sub Menu

At the top of the page is the Sub-Menu

- ⇒ **Home**-basic Home Page (the beginning)
- ⇒ **Instructions** (this page)
- ⇒ **Track Cou Disbmt** : Council Disbursement Fillable sheet for tracking who you hand out tickets to.
- ⇒ **Track Cou Tkts**: Where you can keep track of who buys the tickets.
- ⇒ **Close Out**: Where the Council Chairman fills in his contact information.
- ⇒ **Winners**: The winners will be posted here for all the weeks.

Main body

At the Top State Deputy Dwayne J. Enderle “Butch” explains the FUND CRAZR

Followed by:

- ◇ Shortcut for 2023 Close Out Council, Council Tracking Aid, Mail instruction, (Multiple Choices)
- ◇ Sweepstakes Poster Printable 8X11.
- ◇ Sweepstakes rules.

Then a repeat of the Submenus:

- ⇒ **Home**-basic Home Page (the beginning)
- ⇒ **Instructions** (this page)
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Mailing Instructions Please follow these mailing instructions for

COLORADO STATE COUNCIL FOOTBALL CRAZR FUND 2023

Reminder seek the assistance of your Financial Secretary to complete this and ALL Forms!

You need their expertise when it comes to Councils expenditures.

1. **Go to <https://fc-kofc.com/> top menu Close Out.**
2. **Click in the TEAL (Marked Close Out column) where you can close out your council at the end of the crazr.**
3. Click on your Council Number. This will bring you to two pages. The first page will have your Council Name and Number on it. **Please Verify that you are on the correct Council and Council Number.**
If not go back and re- select.
4. **On Page 1, fill in Name of the Council Program Chairman (YOU), Email address, Address, Address 2 (if applicable), City, State, Zip and Telephone number. Important if we need to contact you!**
5. **On Page 2, fill in the amount of sold tickets Which is Marked in Red.**
6. Automatic calculations will be done for you.
7. **In the Make check payable to COLORADO STATE KNIGHTS for: will be a total of what your Council owes the state.**
8. Make a check out to **Colorado State Council** for the amount as stated number 7 above from the form.
9. Place in the memo on the check **Fundcrazr 2023.**
10. Put the **CHECK NUMBER ON PAGE 2 WHERE IS SAYS: *Check Number input required**
11. Save your completed form to your desktop as a pdf or **PRINT 4 – 2-page copies. (IMPORTANT)**
 - 2 copies are for your **Council** and you as **Chairman.**
 - 1 copy is for the **Treasurer Fund Crazr:** SK Dick Callaway, envelope is in box – must place a stamp on it **MAKE SURE YOU ENCLOSE** page 1 and page 2 copies of this form when returning your check.
 - 1 Copy is To make sure your Tickets are counted send in your **STUBS to SK Daniel J Rolenc** in the self-addressed priority mail envelope – must go to post office and pay for priority.
- Find the number 10 envelope in your Box: It Looks like this: **You must Place a Stamp on the envelope**

SK Dick Callaway 2291 Coyote Creek Dr. Fort Lupton, CO 80621	Place Stamp Here
SK Dick Callaway 2291 Coyote Creek Dr. Fort Lupton, CO 80621	
Fundcrazr 2023 Council: _____	

←● **You must Place a Stamp on the envelope**

←● **Please Enter your Council number**

- **Insert a two-page copy of the close out form, for the Treasurer Fund Crazr: SK Dick Callaway, envelope is in box – you must place a stamp on it MAKE SURE YOU ENCLOSE page 1 and page 2 copies of this form when re- turning your check.**
- **Place the check made out to Colorado State Council for the amount as stated in red, make sure the memo is marked Fundcrazr.**
- **Please do not place any cash in the envelope!**

Then Place Stamp - Seal and Mail and seek your Financial Secretary Expertise.

Mail your Ticket Stubs to the FOOTBALL CRAZR Chairman

Ticket stubs must be in Chairman's hands by October 10, 2023.

No exceptions permitted (Firm Date)

Talk to you post office about delivery to Calhan Colorado 80808:

Please seek the assistance of your Financial Secretary to complete this and ALL Forms!

A Financial secretary has strong organizational skills. Part of their duties and responsibilities ensure proper accounting procedures are followed and an accurate record is made for your council. They maintain an accurate accounting of money flow through your council and promptly present all bills to the council for payment authorization.

You need their expertise when it comes to Councils procedures.

1. Next locate the Priority Mail Padded envelope.



2. The Mailing label is already affixed.
3. Please collate **all SOLD tickets STUBS** in **perfect numerical order (Low to High number please) with the lower number on the top of the pile**, in **manageable** piles of 20 stubs.
4. **Rubber band the SOLD stubs with the Heavy-Duty rubber Bands Supplied to you so they stay together.**
5. Place stubs in the Priority Mail Padded envelope.
 - **Insert a two-page copy of the close out form**, to assure your Tickets are counted! Send in your STUBS to SK Daniel J Rolenc in the self-addressed priority mail envelope – you - **must go to the POST OFFICE and pay for priority.**
2. Bring to the post office and **SEE THE POSTAL REPRESENTATIVE**, for mailing of the Priority Mail charge. **Pay the representative and maintain your receipt for the Financial Secretary.**
3. **Get the tracking number** from the postal representative. **(IMPORTANT) Keep your receipt in case we must track the package.**

Ticket stubs must be in Chairman's hands by October 10, 2023.

➤ **When done with your close out please Discard unsold tickets by shredding or burning.**

Thank you for your participation in this Fund CraZR for 2023.



2023 FOOTBALL FUNDRAISER SWEEPSTAKES COLORADO STATE COUNCIL

Website: fc-kofc.com

Please fill in all fields **WITH A *** !!

Please read and understand the DIRECTIONS. If you have questions, please call Dan @ 719-651-5029

FINAL COUNCIL REPORT	Date: (mm/dd/yyyy) * ENTER THE DATE HERE ▲
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* Please type in all the information completely in stared boxes!

Council Name YOUR Council

Council-Your NO. -Dist-XX

BLUE IS AUTO FILL IN—RED REQUIRES YOUR INPUT ▲

Council Program Chairman (please type in ALL blocks)

ENTER NAME HERE ▲

Name *

ENTER EMAIL HERE ▲

Email address *

ENTER ADDRESS HERE ▲

Address *

ENTER ADDRESS HERE ▲

Address two *

ENTER CITY, STATE, ZIP ▲

ENTER TELEPHONE NUMBER HERE ▲

City/State/Zip code *

Telephone Number *

- The Council Membership Rolls at the beginning of the year was **200** members.
- Your Council received **200** sweepstakes tickets.
- Your Participation will earn you \$2.00 per ticket.
- **Your Bronze Level** is: **100** and will earn you \$2.00 PER TKT, Plus additional Meal Discount.

The Bronze Level will earn the additional meal discount for the convention as identified above. The Bronze Level awarding will be tied to the Council's population at Supreme used for the January Per Capita. Councils with under 75 members will be required to sell one ticket for each member. Councils with more than 75 and less than 100 will be required to sell 75 tickets. Councils with more than 100 and less than 200 will be required to sell 100 tickets and councils with 200 members and more will need to sell 125

- **Your Silver Level** is: **150** and will earn you \$2.00 PER TKT, additional Meal Discount and a Per Capta Discount.

The Silver Level will award the council with the per capita discount previously identified plus the benefits awarded in the Bronze Level. To be awarded the Silver Level, the council will have to reach ticket sales for the Bronze Level plus 50% more, i.e. if you are required to sell 50 tickets to reach the Bronze Level, you will need to sell 75 tickets to reach the Silver Level

- **Your Gold Level** is: **200** and will earn you \$2.00 PER TKT, additional Meal Discount, the Per Capta Discount.

The Gold Level will have a new a incentive in addition to everything earned in the previous levels. To attain the Gold Level the council must sell the Bronze Level number of tickets times two, i.e. Bronze Level requirement of 75 tickets the Gold Level is 150 tickets. For the effort, the council will retain \$1 for each ticket sold above the Gold Level requirement, i.e. using the example above, a council reaching the Gold Level selling 150 tickets retains the \$300 for the first 150 tickets and then for any ticket above that the council retains \$3. Using the same scenario, a council sells 200 tickets the council retains \$300 for the first 150 and then retains \$150 for the additional 50 tickets sold for a total value of \$450



2023 FOOTBALL FUNDRAISER SWEEPSTAKES COLORADO STATE COUNCIL

Website: fc-kofc.com

Council Name YOUR Council

BLUE IS AUTO FILL IN—RED REQUIRES YOUR INPUT ▲

Council-Your NO. -Dist-XX

- Your Council is: AUTO FILL IN
- Your Membership for your Council is: AUTO FILL IN
- Your Bronze Level is: AUTO FILL IN
- Your Silver Level is: AUTO FILL IN
- Your Gold Level is: AUTO FILL IN
- You sold this many tickets (the exact number of tickets you sold): TICKETS SOLD HERE ▲
Amount due the State for all tickets: \$ AUTO FILL IN
- Gold Level discount: \$ AUTO FILL IN
- Total amount owed less discount: \$ AUTO FILL IN
- Make check payable to COLORADO STATE KNIGHTS for: \$ AUTO FILL IN
***Check Number input required *: ENTER YOUR CHECK NUMBER HERE ▲**

**Print 3 (2-Pages) copies of this form: 1 for check, 1 For Stubs and 1 for council
See mailing directions in your box.**

- Treasurer Fund Craze: SK Dick Callaway, envelope is in box – must place a stamp on it
MAKE SURE YOU ENCLOSE page 1 and page 2 copies of this form when returning your check.
- To make sure your Tickets are counted send in your STUBS to SK Daniel J Rolenc in the self-addressed priority mail envelope – must go to post office and pay for priority.
MAKE SURE YOU ENCLOSE page 1 and page 2 copies of this form when returning your ticket stubs.

