



LOCAL COURT ACTIVITIES & DOCUMENTATION REPORT

January 1 to December 31
Deadline is March 1

Please print

Court Name/Number _____ State _____

Submitted by _____ Title _____

CHARITABLE SERVICE

Report court members' activities on behalf of the Catholic Order of Foresters (COF) that assist needy individuals or improve the community at large. Examples of "community service" activities include: blood drives, need-based scholarships, Matching Funds, Feeding God's Children.

EVENTS

Report as a "community service event" any three or more member functions or gatherings where action is taken to assist needy individuals or improve the community at large. The function or gathering (to assist others) must be organized, sponsored, or held under COF's auspices or by one of its local courts to qualify as a "community service event."

Total Events _____

HOURS

Report the total personnel hours contributed to community service projects by volunteers who are either local court members or others working on projects directly sponsored by local court. The community service project must be an undertaking organized, sponsored, or held under the COF's auspices or by one of its local courts that assists needy individuals or improves the community at large. Estimate hours based on time actually spent performing a service to others, including time spent in preparation and travel.

Total Hours _____

DISBURSEMENTS

Report total dollars the local court spent in calendar year 2023 to assist needy individuals or to improve the community at large. Include all monies the local court disbursed for these purposes, including funds disbursed as a result of local court fundraising activities.

Total Disbursements \$ _____

FRATERNAL SUPPORT

Report local court member participation in activities that support or are sponsored by COF or one of its local courts for social, educational, religious, cultural, recreational, or fraternal purposes. Generally speaking, fraternal support involves member participation in activities necessary to maintain the local court as an organizational unit, activities undertaken for members' personal development, activities that advance one of COF's purposes, or activities that build fellowship among members.

EVENTS

Report as a "fraternal support event" three or more local court member functions or gatherings that conduct local court business, promote fellowship among members, advance COF's purposes, or assist local court members' personal development.

Total Events _____



LOCAL COURT ACTIVITIES & DOCUMENTATION REPORT

HOURS

Report the total personnel hours local court members devoted to court functions and activities dedicated to local court business and affairs. Estimate hours based on time actually spent by members attending, organizing, or working at fraternal events. If an activity features both community service and fraternal support and the time devoted to each can be separately identified, allocate actual hours devoted to each activity type.

Total Hours _____

EXPENDITURES

Report total dollars spent in calendar year 2023 to maintain and operate the court, carry out court activities, or conduct fraternal events. Include expenditures necessary to maintain the court as an organizational unit, including hall rent, postage, utilities, insurance, office supplies, etc. Also include expenditures related to sponsorship of specific fraternal events, including expenditures for advertising, entertainment, refreshments, etc. *Do not include expenditures which constitute "community service disbursements" as defined on page one.*

Total Expenditures \$ _____

Please print

FIRST ACTIVITY

Event date _____

Event/activity type _____

Location _____

Number of participants _____

SECOND ACTIVITY

Event date _____

Event/Activity type _____

Location _____

Number of participants _____

Submit to: Fraternal Department, Catholic Order of Foresters, 355 Shuman Boulevard, Naperville, IL 60563-1270 or scan and e-mail Judy James at jjames@catholicforester.org.