Affiliate Membership Initiative

Frequently Asked Questions

1. **What is an affiliate member?**
   An affiliate member is a Knight who shares our values and supports our mission, but is unable, for any number of reasons, to be engaged with a local council at this time.

2. **Who is eligible for affiliate membership?**
   A member who has not responded to his council's outreaches for 18 or more months may be eligible for affiliate membership. The specific criteria are listed in the Guidebook. They include nonpayment of dues, no response to emails, letters, phone calls, texts, or other forms of council communication. Eligible members also have not attended council meetings or events, and they have not been seen at Mass.

3. **Who is not eligible for affiliate membership?**
   Individuals who are exempt from dues (priests, honorary life, and those with dues waivers) are not eligible for designation as affiliate members. Additionally, inactive insurance members are not eligible for affiliate membership. Members who have asked to withdraw from the Order also are not eligible.

4. **How does a council designate someone for affiliate membership?**
   The council's financial secretary prepares a list of council members who owe two or more years of past dues and who meet the eligibility criteria. This list is sent to the grand knight to review with his trustees and other knowledgeable persons. They evaluate each listed member to confirm that the criteria were satisfied and to determine if extenuating circumstances (listed in the Guidebook) warrant removing that member's name from the list. A final list of members to designate as affiliates is sent to the council's district deputy for review, approval, and forwarding to the Supreme Council for processing.

5. **What's the difference between a council member and an affiliate member?**
   A council member retains all the traditional rights and privileges of a Knight of Columbus. Affiliate members retain most rights and privileges including access to insurance and other financial products; however, they do not have the right to hold office, vote, or serve as delegates to State and Supreme meetings. Affiliate members are part of their state council and they do not pay dues.

6. **Will the council roster still include Affiliate Members?**
   No. Affiliate members will no longer appear on the council roster.

7. **Will the Member Management and Member Billing Applications (located on Officers Online) still include Affiliate Members?**
   No. Affiliate members will no longer appear in the Member Management or Member Billing applications.

8. **Will membership quotas be reduced for this year?**
   No. Regretfully, quotas are fixed for this year. Quotas will, however, be reduced for next year. Processing members for Affiliate designation will not count negatively in determining eligibility for council end of year awards.

9. **Can Affiliate Members transfer back to a local council?**
   Yes. Affiliate Members may transfer back to a local council. To do so, they would follow the normal transfer process of the council and complete a Form 100 for transfer.

10. **What if a member wishes to withdraw, should he be designated as affiliate?**
    No. If a member wishes to withdraw from the Order, the normal withdrawal process should be followed.

11. **Can all councils use the temporary billing procedures?**
    No. The temporary billing procedures are only for councils that participated in the Affiliate Membership Initiative Pilot.

12. **What if my council has no assigned district deputy – where do I send my list?**
    State Councils will assume the role of the district deputy and review affiliate member lists for such councils. You will submit your list to the state deputy or his designated individual for your council.

13. **Who do I contact for assistance?**
    You may contact the Fraternal Operations team by calling 203-752-4270 or emailing fraternalmission@kofc.org.

14. **Does a council need to keep track of members they designate for affiliate membership for future engagement?**
    No. Engagement of affiliate members will be managed by the Supreme Council and the State Council.

15. **What happens to the form 1845 process and conservation report?**
    Councils participating in the Affiliate Membership Initiative will use the temporary billing procedures contained in the Guidebook. These procedures do not include the Intent to Retain (#1845). Conservation reports will not apply to these councils.

16. **Does the military council exemption from the 18-month nonresponsive period apply to councils that are not on a military installation but have military members?**
    No. If a member of a nonmilitary council is deployed and nonresponsive, that would be an extenuating circumstance that precludes the member from being designated as an Affiliate.

17. **Can the council list of members designated for Affiliate be submitted by someone other than the District Deputy?**
    If there is no District Deputy assigned to a council, the State Deputy, or his designee, can submit the list.

18. **Does becoming an affiliate member cause a break in years of service?**
    Affiliate membership does not create a break in years of service.

19. **How can a council submit a list of members to be designated as Affiliates if they do not use Member Management or Member Billing?**
    If a council does not use the Supreme Council's Member Billing application to record dues payments, the "Council Tentative Affiliate List" must still be submitted as an Excel file. The following data elements are required for each listed member: Members Full Name (including Prefix and Suffix), Membership Number, Member Type, Member Class, Dues Paid Through Date, Outstanding Balance, and all contact information for mail, email, text and phone.

20. **Will councils be able to designate members for Affiliate status on a regular basis?**
    Councils may only submit lists during the period made available to them during the pilot. Councils that do not participate in the pilot will have to wait until the pilot results are evaluated and future plans are made.

21. Will Affiliate members pay any dues?
No. Affiliate members will not be charged annual dues.

22. Can a member request to be designated as an Affiliate member?
No. Maybe in the future, but not now.

23. Can suspended councils participate in the Affiliate member initiative?
If a suspended council has a Grand Knight and Financial Secretary, it may participate.

24. What if a council does not have a Financial Secretary or Grand Knight?
Such councils may not participate in the initiative pilot.

25. How does Affiliate member status impact the Fourth Degree and Assemblies?
Affiliate Members must transfer into a local council before they can be eligible for Fourth Degree exemplification. Affiliate members that are already Fourth Degree members will remain as Fourth Degree Knights, but they will be removed from their Assembly Rosters.

26. What if a council forgave past dues so Member Billing only shows one year past due?
If past dues were forgiven, and the member has not paid current dues, and remains non-responsive he can be considered for Affiliate designation.

27. When will my council be able to designate members for Affiliate status?
The Affiliate Member initiative is very complex and impacts several critical automated functions at Supreme. For this reason, it is being tested very carefully and thoroughly in pilot stages for select jurisdictions. Your council will be notified when your participation in the initiative will be permitted.

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