

Lodge Achievement Form 2019



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Minneapolis, MN 55408-2666
Toll-free: 800-945-8851
Phone: 612-827-3611
Fax: 612-821-0658
www.sonsofnorway.com

Lodge name and number: _____

City: _____ State: _____

DIRECTIONS: All lodges should complete Part 1 and then Part 2. Sons of Norway's Lodge Achievement program identifies outstanding lodges and celebrates their excellence. Lodges can score up to 100 points. Lodges which achieve the following point totals will receive Merit Awards.

- Gold Merit Award: 80 points
- Silver Merit Award: 65 points
- Bronze Merit Award: 50 points

NOTE: In order to qualify for Merit and Lodge of the Year awards, lodges must report their 2019 activities by using *Fraternalgive.org* or by submitting their American Fraternal Alliance (AFA) Year End Report by February 15th.

A PDF version and an online version of the Lodge Achievement Form is available on www.sonsofnorway.com.

SUBMITTING: Do not send your form to your zone director or district president. Instead, submit it to Sons of Norway Headquarters by February 15th.

Sons of Norway, Attn. Lodge Achievement, 1455 West Lake Street, Minneapolis, MN 55408
Fax: (612) 827-0658, Email: fraternal@sofn.com

If the online version is utilized, answers will automatically be sent to Sons of Norway Headquarters. A formatted version of the form will be sent to the lodge later in March for its records.

QUESTIONS? Contact Sons of Norway Headquarters at (800) 945-8851 x4654 or fraternal@sofn.com.

PART 1:

PROMOTION AND RECRUITMENT (Each "yes" answer is worth 2 points, 20 point max)

1. Did your lodge participate in a parade or public festival? No (0 pts) Yes (2 pts)
2. Did your lodge have a newsletter that is distributed at least 6 times per year?..... No (0 pts) Yes (2 pts)
3. Did your lodge have an up-to-date website or Facebook page? No (0 pts) Yes (2 pts)
4. Did your lodge establish recruitment goals for the year? No (0 pts) Yes (2 pts)
5. Did your lodge have information for potential members at every meeting? No (0 pts) Yes (2 pts)
6. Did your lodge organize at least 1 special event open to the public during the year?
(*lutefisk dinner, cultural festival, etc.*)..... No (0 pts) Yes (2 pts)
7. Did your lodge recognize those who recruited new members?..... No (0 pts) Yes (2 pts)
8. Was your lodge featured in local media? (advertising or news) No (0 pts) Yes (2 pts)
9. Did your lodge have a membership committee that met at least 3 times per year?..... No (0 pts) Yes (2 pts)
10. Did your lodge create a welcoming environment for guests and new members by
having greeters or members of a welcoming committee at every meeting and event? ... No (0 pts) Yes (2 pts)

Total above points for this section. Each "yes" answer above is worth 2 points.
Each "no" answer is worth 0 points.

Subtotal: _____ Points

PART 1:

MEMBER EXPERIENCE (Each "yes" answer is worth 2 points. Multiple choice point values correspond to the number of activities/programs reported. 20 points max)

- 11. Did your lodge offer at least 1 special interest group or cultural class during the year that met on a regular basis for multiple sessions? (*book club, Norwegian language, cooking, hardanger, knitting, etc.*)..... No (0 pts) Yes (2 pts)
- 12. Did your lodge collaborate with another organization or lodge for a program, activity or community service project?..... No (0 pts) Yes (2 pts)
- 13. Did your lodge utilize a member satisfaction survey?..... No (0 pts) Yes (2 pts)
- 14. Did your lodge provide a calendar of meetings and events for members?..... No (0 pts) Yes (2 pts)

How many community service activities did your lodge participate in during the year?

(*Activities done on behalf of Sons of Norway that assist the needy or improve your community.*

1 point per activity, up to 6 may be counted.)

0 1 2 3 4 5 6 (or more) Number of activities: _____ (0-6 pts)

How many culturally focused lodge programs did your lodge offer during the year?

(*1 point per program, up to 6 may be counted.*)

0 1 2 3 4 5 6 (or more) Number of activities: _____ (0-6 pts)

Total above points for this section. Each "yes" answer above is worth 2 points. For questions 15 and 16, the number of points corresponds to the number of activities/programs indicated (0-6 pts per question). 20 points can be scored on this section.

Subtotal: _____ Points

ADMINISTRATION (Each "yes" answer is worth 2 points. Multiple choice point values correspond to the number of submissions reported. 20 points max)

- 15. Did your lodge hold at least 8 meetings per year? (*excluding executive/board meetings*)..... No (0 pts) Yes (2 pts)
- 16. Did your lodge hold separate business and social meetings? No (0 pts) Yes (2 pts)
- 17. Did your lodge file officer changes (D63) by December 31?..... No (0 pts) Yes (2 pts)
- 18. Did your lodge use FraternalGive to record community and fraternal events?..... No (0 pts) Yes (2 pts)
- 19. Did your lodge submit your D17 by last year's deadline? No (0 pts) Yes (2 pts)
- 20. Did your lodge have at least 3 officers who utilized the officer resources on the Sons of Norway website?..... No (0 pts) Yes (2 pts)
- 21. Did your lodge prepare and utilize an annual budget? No (0 pts) Yes (2 pts)
- 22. Did your lodge send delegates to your last district convention? No (0 pts) Yes (2 pts)

Did your lodge submit pictures to your district publicity director for inclusion in *Viking* magazine? (*1 point for each submission, up to 4 submissions for separate issues of Viking, for 4 points total.*)

0 1 2 3 4 Number of submissions: _____ (0-4 pts)

Total above points for this section. Each "yes" answer above is worth 2 points. For question 25, the number of points corresponds to the number of submissions indicated (0-4 pts). 20 points can be scored on this section.

Subtotal: _____ Points



PART 2: U.S. (Except for lodges in GA, ME, MI and TN)

FINANCIAL (Each "yes" answer is worth 4 points. Multiple choice point values correspond to the number of members reported. 20 points max)

1. Did your lodge hold a New Member Dinner during the year with a Financial Benefits Counselor (FBC) doing a presentation? No (0 pts) Yes (4 pts)
 2. Did your lodge invite your FBC to give at least 2 presentations (5 minute minimum) during the year? No (0 pts) Yes (4 pts)
 3. Did your lodge provide insurance information at every meeting? No (0 pts) Yes (4 pts)
 4. Did your lodge give your FBC the opportunity to contribute to all issues of your newsletter during the year? No (0 pts) Yes (4 pts)
- Did members of your lodge purchase Sons of Norway financial products during the year?
(1 point per member making a purchase, up to 4 may be counted.)
Membership services will email this info the first week of January.
 0 1 2 3 4 Number of members: _____ (0-4 pts)

Total above points for this section. Each "yes" answer above is worth 4 points. For question 5, the number of points corresponds to the number of members indicated (0-4 pts). 20 points can be scored on this section.

Subtotal: _____ Points

FOUNDATION (Each "yes" answer is worth 4 points, 20 points max)

5. Did your lodge have a Foundation Director? No (0 pts) Yes (4 pts)
6. Did your lodge hold a fundraising event for the Sons of Norway Foundation (proceeds going to the Foundation)? No (0 pts) Yes (4 pts)
7. Did your lodge have at least 1 article in your lodge newsletter promoting the Sons of Norway Foundation?..... No (0 pts) Yes (4 pts)
8. Did your lodge participate in Sons of Norway Foundation initiatives such as Foundation month? No (0 pts) Yes (4 pts)
9. Did your lodge make members aware of scholarship and grant deadlines?..... No (0 pts) Yes (4 pts)

Total above points for this section. Each "yes" answer above is worth 4 points. Each "no" answer is worth 0 points.

Subtotal: _____ Points

POINTS

Promotion and Recruitment Subtotal: _____ (out of 20 pts)

Member Experience Subtotal: _____ (out of 20 pts)

Administration Subtotal: _____ (out of 20 pts)

Financial Subtotal: _____ (out of 20 pts)

Foundation Subtotal: _____ (out of 20 pts)

GRAND TOTAL: _____ (out of 100 pts)



PART 2: U.S. (For lodges in GA, ME, MI and TN)

PROMOTING THE MISSION (Each "yes" answer is worth 4 points. Multiple choice point values correspond to the number of members reported. 20 points max)

- 1. During the year did your lodge discuss the role that the three operational areas (*financial, fraternal, foundation*) play in supporting the mission of Sons of Norway? No (0 pts) Yes (4 pts)
 - 2. Did your lodge have a New Member Dinner, with support from the Marketing Department? No (0 pts) Yes (4 pts)
 - 3. Has at least 1 member of your lodge purchased a Sons of Norway financial product during the year? No (0 pts) Yes (4 pts)
 - 4. Has your lodge shared information about Sons of Norway's 3Fs (*financial, fraternal, foundation*) in your lodge newsletter or on your webpage? No (0 pts) Yes (4 pts)
- Do you have members who own a Sons of Norway financial product? (*1 point per member, up to 4 may be counted, including members from question 3.*)
 0 1 2 3 4Number of members: _____ (0-4 pts)

Total above points for this section. Each "yes" answer above is worth 4 points. For question 5, the number of points corresponds to the number of members indicated (0-4 pts). 20 points can be scored on this section.

Subtotal: _____ **Points**

FOUNDATION (Each "yes" answer is worth 4 points, 20 points max)

- 5. Did your lodge have a Foundation Director? No (0 pts) Yes (4 pts)
- 6. Did your lodge hold a fundraising event for the Sons of Norway Foundation? (*proceeds going to the Foundation*) No (0 pts) Yes (4 pts)
- 7. Did your lodge have at least 1 article in your lodge newsletter promoting the Sons of Norway Foundation?..... No (0 pts) Yes (4 pts)
- 8. Did your lodge participate in Sons of Norway Foundation initiatives such as Foundation month? No (0 pts) Yes (4 pts)
- 9. Did your lodge make members aware of scholarship and grant deadlines?..... No (0 pts) Yes (4 pts)

Total above points for this section. Each "yes" answer above is worth 4 points. Each "no" answer is worth 0 points.

Subtotal: _____ **Points**

POINTS

Promotion and Recruitment Subtotal: _____ (*out of 20 pts*)

Member Experience Subtotal: _____ (*out of 20 pts*)

Administration Subtotal: _____ (*out of 20 pts*)

Financial Subtotal: _____ (*out of 20 pts*)

Foundation Subtotal: _____ (*out of 20 pts*)

GRAND TOTAL: _____ (*out of 100 pts*)



PART 2: CANADA

PROMOTING THE MISSION (Each "yes" answer is worth 4 points. Multiple choice point values correspond to the number of members reported. 20 points max)

1. During the year did your lodge discuss the role that the three operational areas (*financial, fraternal, foundation*) play in supporting the mission of Sons of Norway? No (0 pts) Yes (4 pts)
 2. Did your lodge have a New Member Dinner, with support from the Marketing Department? No (0 pts) Yes (4 pts)
 3. Has at least 1 member of your lodge purchased a Sons of Norway financial product during the year? No (0 pts) Yes (4 pts)
 4. Has your lodge shared information about Sons of Norway's 3Fs (*financial, fraternal, foundation*) in your lodge newsletter or on your webpage? No (0 pts) Yes (4 pts)
- Do you have members who own a Sons of Norway financial product? (*1 point per member, up to 4 may be counted, including members from question 3.*)
 0 1 2 3 4 Number of members: _____ (0-4 pts)

Total above points for this section. Each "yes" answer above is worth 4 points. For question 5, the number of points corresponds to the number of members indicated (0-4 pts). 20 points

Subtotal: _____ Points

FOUNDATION (Each "yes" answer is worth 4 points, 20 points max)

5. Did your lodge have a Foundation Director? No (0 pts) Yes (4 pts)
6. Did your lodge hold a fundraising event to support the Sons of Norway Foundation or the Sons of Norway Foundation in Canada? No (0 pts) Yes (4 pts)
7. Did your lodge have at least 1 article in your lodge newsletter promoting the Sons of Norway Foundation and/or the Sons of Norway Foundation in Canada? No (0 pts) Yes (4 pts)
8. Did your lodge participate in Foundation initiatives such as Foundation month for either the Sons of Norway Foundation or the Sons of Norway Foundation in Canada? No (0 pts) Yes (4 pts)
9. Did your lodge make members aware of scholarship and grant deadlines? No (0 pts) Yes (4 pts)

Total above points for this section. Each "yes" answer above is worth 4 points. Each "no" answer is worth 0 points.

Subtotal: _____ Points

POINTS

Promotion and Recruitment Subtotal: _____ (*out of 20 pts*)

Member Experience Subtotal: _____ (*out of 20 pts*)

Administration Subtotal: _____ (*out of 20 pts*)

Financial Subtotal: _____ (*out of 20 pts*)

Foundation Subtotal: _____ (*out of 20 pts*)

GRAND TOTAL: _____ (*out of 100 pts*)



PART 2: NORWAY

PROMOTING THE MISSION (Each "yes" answer is worth 4 points. Multiple choice point values correspond to the number of members reported. 20 points max)

1. During the year did your lodge discuss the role that the three operational areas (*financial, fraternal, foundation*) play in supporting the mission of Sons of Norway? No (0 pts) Yes (4 pts)
2. Did your lodge have a New Member Dinner, with support from the Marketing Department? No (0 pts) Yes (4 pts)
3. Has at least 1 member of your lodge purchased a Sons of Norway financial product during the year? No (0 pts) Yes (4 pts)
4. Has your lodge shared information about Sons of Norway's 3Fs (*financial, fraternal, foundation*) in your lodge newsletter or on your webpage? No (0 pts) Yes (4 pts)
5. Do you have members who own a Sons of Norway financial product?
(1 point per member, up to 4 may be counted, including members from question 3.)
 0 1 2 3 4 Number of members: _____ (0-4 pts)

Total above points for this section. Each "yes" answer above is worth 4 points. For question 5, the number of points corresponds to the number of members indicated (0-4 pts). 20 points

Subtotal: _____ Points

FOUNDATION (Each "yes" answer is worth 4 points, 20 points max)

6. Did your lodge have a Foundation Director? No (0 pts) Yes (4 pts)
7. Did your lodge hold a fundraising event for the Sons of Norway Foundation? (*proceeds going to the Foundation*) No (0 pts) Yes (4 pts)
8. Did your lodge have at least 1 article in your lodge newsletter promoting the Sons of Norway Foundation?..... No (0 pts) Yes (4 pts)
9. Did your lodge participate in Foundation initiatives such as Foundation month? No (0 pts) Yes (4 pts)
Did your lodge make members aware of scholarship and grant deadlines?..... No (0 pts) Yes (4 pts)

Total above points for this section. Each "yes" answer above is worth 4 points. Each "no" answer is worth 0 points.

Subtotal: _____ Points

POINTS

Promotion and Recruitment Subtotal: _____ (out of 20 pts)

Member Experience Subtotal: _____ (out of 20 pts)

Administration Subtotal: _____ (out of 20 pts)

Financial Subtotal: _____ (out of 20 pts)

Foundation Subtotal: _____ (out of 20 pts)

GRAND TOTAL: _____ (out of 100 pts)