

### 3. **Maintain an expense line for Builders Club.**

#### **Required expenses**

Sponsoring a Builders Club requires a commitment of time and financial support by your Kiwanis club. Each fall, the sponsoring Kiwanis club receives Builders Club renewal information, including how to submit the annual fee of US\$150. After completing the online renewal process, the payment can be submitted via credit card online or by check to the address indicated on the invoice.

Once payment and the online process have been completed, a membership kit will be mailed to the Builders Club (or wherever you choose to send it). The US\$150 covers a maximum of 50 membership cards, certificates and pins. Ordering information is included in the kit if extra supplies are needed.

#### **Reactivation**

To reactivate a Builders Club, the sponsoring Kiwanis Club will need to submit US\$200 (\$150 annual fee, plus \$50 reactivation fee) and a letter with:

- Name/key number for the reactivating Builders Club
- Name/key number for the sponsoring Kiwanis Club
- Kiwanis advisor name
- Faculty advisor name and email address
- Number of activate members
- Mailing address for where you want membership supplies mailed.

#### **Key Leader**

Key Leader is a Service Leadership Program available to high school students and second semester eighth-grade students. Learn more about opportunities in your district by going to [www.key-leader.org](http://www.key-leader.org).

#### **Additional recommended expenses**

Your club could underwrite an annual celebration to show appreciation for Builders Club members and volunteers. In addition, the time and effort of the faculty advisor could be recognized by the Kiwanis club.



### **Other things to consider**

- Although the sponsoring Kiwanis Club ultimately is responsible for the annual fee, encouraging individual Builders Club members to contribute to their dues or club will increase their commitment. Your Kiwanis club could also join the Builders Club in raising money to cover the costs.
- Each Kiwanis club and Builders Club has individual needs, so communicate directly with the Builders Club what it needs from the Kiwanis club.
- Let the Builders Club members and volunteers know about the budget and the contributions of the Kiwanis club.
- Funds for the annual fee and chartering expenses can be taken out the of the Kiwanis club's service budget.