

3.

Maintain an expense line for CKI.

Required expenses: New club

A newly chartered club can be started with a completed petition for charter and the chartering fee (see worksheet for current costs). The newly chartered club will receive a certificate of charter and member pins for each member. Members also will receive a member handbook and a personalized membership card.

Required expenses: Renewing club

Sponsoring a CKI club requires a commitment of time and financial support by your Kiwanis club. Each fall, the CKI will receive notification to update its membership roster online and pay annual dues.

Each district charges an additional district dues fee, and those fees vary. 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.

Reactivation

To reactivate a CKI club, the sponsoring Kiwanis club will need to submit US\$100 and the: (To determine if a club needs to re-charter or reactivate, contact member services.)

- Name and charter number for the club being reactivated
- Name and key number for the sponsoring Kiwanis Club
- Kiwanis advisor's name
- Faculty advisor's name and e-mail address
- Number of active members
- Mailing address to send membership supplies

Additional recommended expenses:

- International convention—June. Open to all CKI members; election of International board, International awards
- International Large Scale Service Project (LSSP)—June (preconvention). Open to all CKI members; LSSP makes a difference in the convention host city.
- District conventions—February and March. Open to members in each district; election of district board, district awards
- District fall training conference—September, October and November. Open to members in each district; training and leadership development



Service Leadership Programs sponsorship toolkit

- District officer training—March, April and May. Open to district officers; training and leadership development
- Governor’s and Administrator’s Training Conference (GATC). Training for all newly elected student CKI governors and each CKI district administrator
- Leadership Academy. Available to any CKI member via an application process and approval of the district administrator.
- Club Leadership and Education (CLE) training. Available in most districts and Circle K International convention and Governor Administrator Training Conference (GATC).

Additional recommended expenses:

- Year-end club events
- Fundraisers
- Joint service projects
- Facility rental or food costs for joint social or recreational events
- Scholarships
- Awards and recognition

Other things to consider

- Each Kiwanis club and CKI has individual needs, so communicate directly with the CKI about what it needs from the Kiwanis club.
- Let the CKI 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 of the Kiwanis club’s service budget.