

2009-2010 Grand Lodge Awards Programs

Requirements for the Builders Award

1. At least three (3) Officers attend the Lodge Leadership Conference.
Name: \_\_\_\_\_ Name: \_\_\_\_\_
Name: \_\_\_\_\_ Where Attended; \_\_\_\_\_

2. One (1) Lodge member attend the Arizona Masonic Education Academy. (Doesn't have to be an officer)
The attendee (s) will present a program or synopsis of what was learned at the September Academy to the Lodge. Name: \_\_\_\_\_

3. Have at least one (1) member perform the lecture required to achieve the "Certified Lecture" title in two degrees during the award year. (Can be two (2) people) Copy of the minutes required.

Table with 2 columns: Name of Member doing the Lecture, Lecture Performed. Includes checkboxes for EA, FC, MM.

4. Conduct at least one Masonic Education Program for the membership IN ADDITION TO STATED MEETING TALKS. (additional information on the reverse side)
Date: \_\_\_\_\_, Subject: \_\_\_\_\_

5. Conduct all three (3) Masonic Degrees, either on exemplars or candidates, with no fewer than 50% of the parts being done by lodge members. The presiding officer must be a member of the lodge. (Copy of minutes attached.)

6. Invite and host a meeting with another lodge.
Date: \_\_\_\_\_ Lodge invited: \_\_\_\_\_

7. Distribute at least (4) written lodge newsletters that conform to the Grand Lodge Trestleboard Award Criteria.
Date: \_\_\_\_\_ Date: \_\_\_\_\_ Date: \_\_\_\_\_ Date: \_\_\_\_\_

(Send a copy of one of these Trestleboards)

8. Host at least one (1) social event per year not including Stated Meeting Dinners; that include family members, widows and friends.
Date: \_\_\_\_\_ Activity: \_\_\_\_\_ Attendance: \_\_\_\_\_

9. Hold an event such as an open house or police/fire dept. or for a youth recognition event to which community and non-Masons are invited.
Date: \_\_\_\_\_ Activity: \_\_\_\_\_ Attendance: \_\_\_\_\_

- 10. Assist at least five (5) shut-ins or widows with such projects as yard work, maintenance work, purchase Groceries, etc.
- 11. Conduct a dinner or picnic, etc. to honor newly-raised Brothers  
Date: \_\_\_\_\_
- 12. At least four (4) members, two of which are officers, who participate in Masonic or non-Masonic youth group meetings/programs., i.e., Boy Scouts, Girl Scouts, Boys or Girls Clubs, 4H. Bikes for Books/Essay Contest.

Name: \_\_\_\_\_, Activity: \_\_\_\_\_

Name: \_\_\_\_\_, Activity: \_\_\_\_\_

Name: \_\_\_\_\_, Activity: \_\_\_\_\_

Name: \_\_\_\_\_, Activity: \_\_\_\_\_

- 13. Have periodic (at least quarterly) two-way communication with members who attend five or fewer scheduled events or meeting. **Contact must be by phone or personal visitation.** For the attainment of this award, document quarterly dialog with **AT LEAST 20%** of members attending three (3) or fewer lodge functions. Include documentation in the form of a phone log.

- 14. Prepare and implement a lodge budget.  
Date approved by the Lodge: \_\_\_\_\_.

- 15. At least four (4) members, including two (2) elected officers, attend a tiled meeting of another lodge.

Name: \_\_\_\_\_ Date: \_\_\_\_\_ Lodge attended:

\_\_\_\_\_

Name: \_\_\_\_\_ Date: \_\_\_\_\_ Lodge attended:

\_\_\_\_\_

Name: \_\_\_\_\_ Date: \_\_\_\_\_ Lodge attended:

\_\_\_\_\_

Name: \_\_\_\_\_ Date: \_\_\_\_\_ Lodge attended:

\_\_\_\_\_

- 16. Have a Lodge Masonic Funeral Team.

Work Sheet  
Packet  
2009 - 2010 Award Year  
Grand Lodge, F&AM Arizona

The attached packet contains the Official forms necessary for use during the award year 2009-2010. Do not substitute these forms with a home-grown version. Any alternation of the form will disqualify the entry.

If additional space is necessary use the back of the form. When using the back of the form insure the number from the front side agrees with the number of the reverse. It is permissible to duplicate the form, but not to alter it!

**“DO NOT CHANGE THE SIZE OF THE FORM!”**

### **Frequently Asked Questions**

1. What is “assist” Assist can mean arranging transportation, free meals, visiting when they are ill, or just dropping in to see how they’re doing
2. What is the time frame for the awards? The grand Lodge Year, which runs from 1 June thru 30 May, although the various award programs have a NLT (not later than) due date of Aril 20th to the committee chairman listed. DO NOT submit any award to the Grand Lodge office, check our Grand Lodge Committee listing for a current point of contact.
3. What is the definition of a ’Newly Raised’ Brother? A newly raised Brother is any Brother who has been raised during the current Grand Lodge year.
4. What does ‘hosting’ a meeting at our lodge mean? It means that you physically invited a lodger to visit by written or oral invitation and is recorded in the minutes
5. How do we substantiate documenting personally contacting Brothers who do not visit more than the required number of times per year? For the Brothers who live in your geographical area, just keep a log of when and who you contacted and by whom. Of those members living outside your geographical are (further than 50 miles), annotate the fact that they do live outside the area and are unable to attend meetings. These distant members should not be counted in you percentile analysis of those contacted.
6. When visiting a youth organization, does attending an installation count? YES...but so do other visits throughout the year.

### **Definition of Terms Used**

- Lecture: Refers to the EA, Staircase, and MM lectures.  
The G lecture, bible lecture and ballot box, etc., DO NOT COUNT!
- Copies of Minutes: Only the part of the Minutes that states the date, lecture given, and by whom are required. You may send the entire copy of the minutes if you desire.

## 2009-2010 Grand Lodge Awards Programs

In addition to the requirements for the Builders Award you must complete all of these Requirements for the

### **Master Builder Award**

1. Three (3) delegates attend the Grand Lodge Communication; two (2) of whom **MUST** be the Master and one Wardens.

Name: \_\_\_\_\_ Name: \_\_\_\_\_  
 Name: \_\_\_\_\_

2. Have at least one (1) member perform the lecture required in each degree during the award year. (Can be three (3) people) Copy of the minutes required.

Name of Member doing the Lecture	Lecture Performed		
	EA	FC	MM
	EA	FC	MM
	EA	FC	MM

3. One (2) Lodge member (a total of three including the Builders qualifications) attend the Arizona Masonic Education Academy. Each person will present a presentation about the Academy to his lodge.

(Doesn't have to be an officer)

Name: \_\_\_\_\_ Topic: \_\_\_\_\_  
 Name: \_\_\_\_\_ Topic: \_\_\_\_\_  
 Name: (from Builder Award) \_\_\_\_\_ Topic: \_\_\_\_\_

4. Conduct two (2) or more (total three including the Builders requirement) Masonic Education Program for the membership IN ADDITION TO STATE MEETING TALKS. (additional information on the reverse side)

Date: \_\_\_\_\_, Subject: \_\_\_\_\_  
 Date: \_\_\_\_\_, Subject: \_\_\_\_\_  
 (Builders Information) Date: \_\_\_\_\_, Subject: \_\_\_\_\_

5. Conduct all three (3) Masonic Degrees, on candidates or provide courtesy work, with all parts being done by lodge members. (Copy of minutes attached.)

Date: \_\_\_\_\_, Degree \_\_\_\_\_; Date: \_\_\_\_\_, Degree: \_\_\_\_\_; Date: \_\_\_\_\_, Degree: \_\_\_\_\_

6. At least four (6) members, including two (2) elected officers, attend a tiled meeting of another lodge. {This is an additional two (2) members-Builders 4 and this requirement (2)}

Name: \_\_\_\_\_ Date: \_\_\_\_\_ Lodge attended: \_\_\_\_\_

\_\_\_\_\_  
 Name: \_\_\_\_\_ Date: \_\_\_\_\_ Lodge attended: \_\_\_\_\_

Name: \_\_\_\_\_ Date: \_\_\_\_\_ Lodge attended:

\_\_\_\_\_  
Name: \_\_\_\_\_ Date: \_\_\_\_\_ Lodge attended:

\_\_\_\_\_  
Name: \_\_\_\_\_ Date: \_\_\_\_\_ Lodge attended:

\_\_\_\_\_  
Name: \_\_\_\_\_ Date: \_\_\_\_\_ Lodge attended:

7. Distribute at least (6) [two additional to the Builder Award] written lodge newsletters that conform to the Grand Lodge Trestleboard Award Criteria.

Date: \_\_\_\_\_ Date: \_\_\_\_\_ Date: \_\_\_\_\_ Date:

\_\_\_\_\_  
Date: \_\_\_\_\_ Date: \_\_\_\_\_ (Send a copy of one of these  
Trestleboards)

8. Host at least Two (2) social (in addition to the single event for the Builders Award) event per year not including Stated Meeting Dinners; that include family members, widows and friends.

Date: \_\_\_\_\_ Activity: \_\_\_\_\_ Attendance: \_\_\_\_\_

Date: \_\_\_\_\_ Activity: \_\_\_\_\_ Attendance: \_\_\_\_\_

(Continued on next page)

## 2009-2010 Grand Lodge Awards Programs

In addition to the requirements for the Builders Award you must complete all of these Requirements for the

### **Master Builder Award** (continued)

9. Have periodic (at least quarterly) two-way communication with members who attend five or fewer scheduled events or meetings. **Contact must be by phone or personal visitation.** For the attainment of this award, using a phone call log with at least 30% of members attending three (3) or fewer lodge functions. Include the phone logs with this package.
10. Conduct an active (at least monthly) visitation program with Lodge members, wives or widows who are either hospitalized or recovering at home or are in a nursing home. Visits must either be logged included in minutes of the Stated Communication (a copy must be attached)

## 2009-2010 Grand Lodge Awards Programs

In addition to the requirements for the Builders and Master Builder Awards you must complete  
all of the

Requirements for the

### **Master Architect Award**

1. Have at least two (2) member perform the lecture required to achieve the “Certified Lecturer” title in each degree during the award year; can be six different people or any combination of qualified Brethren less than six

Name of Member	Degree Lecture Certified		
	EA	FC	MM
	EA	FC	MM
	EA	FC	MM
	EA	FC	MM
	EA	FC	MM
	EA	FC	MM
	EA	FC	MM

2. At Least three lodge members attend the Arizona Masonic Education Academy.

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Place: \_\_\_\_\_

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Place: \_\_\_\_\_

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Place: \_\_\_\_\_

3. Distribute at least (6) written lodge newsletters that conform to the grand Lodge wards Trestleboard criteria, and shall contain two (3) Masonic Education articles.

Date: \_\_\_\_\_ Date: \_\_\_\_\_ Date: \_\_\_\_\_ Date: \_\_\_\_\_

Date: \_\_\_\_\_ Date: \_\_\_\_\_ Title of Masonic

Article: \_\_\_\_\_

Title of Masonic Article: \_\_\_\_\_ (Send a copy of one of these Trestleboards)

4. Conduct as least three (3) {total 6 including the Builder and Master Builder requirements} Masonic Education Programs for the lodge membership, IN ADDITION TO stated meeting talks.

Date: \_\_\_\_\_, Subject: \_\_\_\_\_

Date: \_\_\_\_\_, Subject: \_\_\_\_\_

Date: \_\_\_\_\_, Subject: \_\_\_\_\_

(Builders Information) Date: \_\_\_\_\_, Subject: \_\_\_\_\_

(Master Builders Information) Date: \_\_\_\_\_, Subject: \_\_\_\_\_  
(Master Builders Information) Date: \_\_\_\_\_, Subject: \_\_\_\_\_

5. Have periodic (at least quarterly) two-way communication with members who attend three or fewer scheduled events or meetings. **Contact must be by phone or personal visitation.** For the attainment of this award, using a phone call log with at least 40% of members attending three (3) or fewer lodge functions. Include the phone logs with this package.

6. Host at least three (3) social (in addition to the Builders and Master builders Award) event per year not including Stated Meeting Dinners; that include family members, widows and friends.

Date: \_\_\_\_\_ Activity: \_\_\_\_\_ Attendance: \_\_\_\_\_

Date: \_\_\_\_\_ Activity: \_\_\_\_\_ Attendance: \_\_\_\_\_

Date: \_\_\_\_\_ Activity: \_\_\_\_\_ Attendance: \_\_\_\_\_

Builder Award Date: \_\_\_\_\_ Activity: \_\_\_\_\_

Attendance: \_\_\_\_

Master Builder Award Date: \_\_\_\_\_ Activity: \_\_\_\_\_

Attendance: \_\_\_\_

Master Builder Award Date: \_\_\_\_\_ Activity: \_\_\_\_\_

Attendance: \_\_\_\_

7. Create a list of all new Lodge members Raised or Affiliated over the last three years and verify through the Tyler's register that at least 50% of these Brethren as still attending Lodge at least once a month.

2009-2010 Grand Lodge Awards Programs  
Criteria for Judging  
Trestleboard Awards

Trestleboard Awards are divided into four lodge-size categories. These are:

Small	less than 75	members
Medium	76 to 149	members
Medium large	150 to 350	members
Large	351 and over	members

Trestleboards will be judged on:

1. Appearance (How does it look...professional (commercial) professional (home computer)
2. Accuracy (Is the information given correct.) Are all the Officers and committee members (point of contact listed and current and correct?)
3. Articles from the Worshipful master, Senior warden, Junior Warden, Secretary, Appendant bodies, and Masonic history.
4. Masonic birthdays
5. Sunshine and Sickness and Distress Committees
6. Advertisements (if Trestleboard does advertisements)
7. Calendar of events.

It is understood that not all Trestleboards will have all the items listed and that will be taken into consideration.

Copies of four (4) separate issues will be needed to be submitted **NLT April 20** to the sub-committee Chairman as listed in the grand Lodge Committee listing.

These four copies are for this award only. Any additional copies sent in for other Awards are not shared by the committees.

2009-2010 Grand Lodge Awards Programs  
Criteria for  
**Mason of the Year**

10 points:	Service to blue Lodge and Grand Lodge
9 points;	Service to other Masonic Organizations
8 points:	Knowledge and practicing Masonic teachings
7 points:	Civic activities, schools, youth, etc.
6 points;	Time in the fraternity
5 points:	Contribution to community
4 points	Church work
3 points:	Honors and awards within and outside of Masonry
2 points	Knowledge and practicing the ritual
1 point:	Activities outside masonry

Submissions should be sent **NLT April 20** to the sub-committee Chairman as listed in the Grand Lodge Committee listing.

2009-2010 Grand Lodge Awards Programs  
Criteria for  
**Web Awards**

- I. Introduction
  
- II. Goals
  - A. Positive presence
  - B. Alternative approach
    - 1. Members and visitors informed
    - 2. Attracting new candidates
    - 3. Outreach to dislocated Masons
  - C. Cost - Can you afford not to have one?
  
- III. Submission - any site
  - A. Email
  - B. Written
  
- IV. Three levels
  - A. Master Web Award
  - B. Silver Square Web Award
  - C. Golden Trowel Web Award

Submissions should be sent **NLT April 20** to the Web Committee Chairman as listed in the Grand Lodge Committee listing.

# APPLICATION FOR GRAND LODGE AWARDS 2009-2010

\_\_\_\_\_ Lodge No. \_\_\_\_\_ has fulfilled the requirements and is making application for the following award (check one only):

\_\_\_\_\_ Builder

\_\_\_\_\_ Master Builder

\_\_\_\_\_ Master Architect

2009 Master \_\_\_\_\_  
Print or Type Name in Full Signature

2010 Master \_\_\_\_\_  
Print or Type Name in Full Signature

Lodge Secretary \_\_\_\_\_  
Print or Type Name in Full Signature  
Affix Lodge Seal Here

Date Submitted: \_\_\_\_\_  
Submit to the Awards Committee Chairman as listed in the Grand Lodge Committee listing NLT April 20<sup>th</sup>.