



2012-13 Acknowledgement of Kiwanis Club Obligations of Key Club Sponsorship



The well-being and strength of the Key Club is the responsibility of the sponsoring Kiwanis club(s) under which it is chartered. Each sponsoring Kiwanis club is charged through its original assumption of sponsorship with certain specific duties, as set forth by the Kiwanis International Board. This responsibility is a continuous endeavor, not a periodic effort or short-term project, and as such is a significant and enduring commitment by the Kiwanis club to the future carrying with it obligations that are commensurate with such an undertaking.

The Wisconsin - Upper Michigan District of Kiwanis International requests that this form be reviewed and signed by the sponsoring Kiwanis Club Advisor, the Key Club Faculty Advisor, and the sponsored Key Club President. In signing the form the Kiwanis Club and Kiwanis Club Advisor pledge the commitment of their club to fulfill the obligations of sponsorship by playing an active role in advising their sponsored Key Club and participating in Key Club activities. ***The execution and filing of this form with the Key Club District Administrator is a prerequisite for the awarding of points toward Distinguished Club Status.***

The Kiwanis Club agrees to fulfill the following duties in its role as a sponsor:

1. Appoint a Kiwanis Advisor to the Key Club club and ensure he/she receives adequate orientation/ training (contact the Key Club Administrator for training opportunities);
2. Ensure Kiwanis and Key Club members attend each other's meetings;
3. Maintain an expense line item in the Kiwanis club's service account to support the activities/educational opportunities of the Key Club;
4. Work with the high school administration to secure an engaged Faculty Advisor is in place for the club and assist when issues arise;
5. Ensure that all Key Club members pay annual dues no later than December 1st each year, and that an active membership of at least 15 members is maintained;
6. Ensure that Key Club officers receive proper training following election by attending conventions and conferences;
7. Encourage completion and request copy of the required monthly report filed by the 10th of each month;
8. Request a copy of the New Officer Information Sheet (NOIS) each year and/or immediately following election of officers.
9. Host or participate in two joint activities involving the membership of both clubs;
10. Ensure that Key Club members attend conventions and conferences; and
11. Based on Key Club International Policies, Kiwanis members are requested to refrain from consuming alcoholic beverages when Key Club members are present at meetings and/or projects.

We have advised our Kiwanis club of the foregoing and pledge the support of our Kiwanis club to our sponsored Key Club, by fulfilling the obligations of sponsorship listed above.

Key Club of _____

Sponsored by the Kiwanis Club(s) of _____

Kiwanis Club President Signature _____ Date _____

Kiwanis Club Advisor Signature _____ Date _____

Key Club President Signature _____ Date _____

Key Club Faculty Advisor Signature _____ Date _____

Mail copy to Kathy Gillis, Key Club District Administrator, N3823 County Rd V, Cascade WI 53011 by April 30, 2012.