



NEVADA STATE ELKS ASSOCIATION

WEBSITE CHARITABLE DATA REPORTING SYSTEM GUIDELINE

Adopted By:
Past State Presidents Advisory Council

Revised 30 May 2019

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NEVADA STATE ELKS ASSOCIATION & LODGES

A. CHARITABLE REPORTING IS ESSENTIAL

Charitable reporting is one of the keys to the very survival of our great Order. The Government Relations Charity Statistics, once compiled, represent the only tangible, documentary proof of the total dollar value of all charitable work of Elks nationwide. Showing in dollars and cents just how much charitable work our Lodges account for in their jurisdictions gives our Order tremendous leverage with our elected officials. The statistics, once compiled, are used to make sure local, state and federal officials are aware of the tremendous positive impact the Elks are to their states, communities and constituents.

Each year our Lodges and State Association accounts thousands of dollars of documented charitable work nationwide. Because of our charitable reporting requirements, unlike any other organization, we have tangible documentary proof. The sad part is our committee estimates that only half of the work being performed by our Members actually is reported. We do the work; why not get the credit!

That is why it is essential that Members, Lodges and State Association keep complete and accurate records of all the charitable work being done by the Members.

B. ACTIVITIES THAT MUST BE REPORTED

Complete instructions regarding who is required to report, what information is required to be reported and how to report are contained in the Grand Lodge “Charity Records Workbook,” which is mailed annually to Lodges and also available for download at <http://www.elks.org/grandlodge/manuals>. We ask all Members to be familiar with the instructions contained in that manual for online filing of Lodge charity records to both Grand Lodge and the State.

Despite the filing instructions, there is typically a lot of confusion concerning what activities must be reported. There really should not be any confusion; it’s simple: Members must report any time they spend, the miles they travel, expenses they incur and cash contributions they make working on the “charitable, patriotic, civic-minded or community-related projects or activities.” “Only charitable activities” need to be reported. Therefore, no records need to be kept for non-charitable committee work such as work done on auditing, membership, Chicago Lodge Membership System, etc.

Here are the charitable committees that are required to report with some examples of activities that should be reported. This list should help with any questions you may have about what needs to be reported. However, please note the list is not all-inclusive; your Lodge, district or state may have other charitable activities they perform. The rule to follow is all work performed for charitable, patriotic, civic-minded or community-related purposes should be reported.

- (a) Americanism: All Americanism and patriotic programs should be reported. Report on line 1301 — Patriotic programs.*

NSEA Charity Reporting System

- (b) Army of Hope: Any activities for AOH, in support of the troops or in support of returning soldiers should be reported. Report on line 1403 — Veterans programs.*
- (c) Antlers: Any activities involving starting an Antlers Program or maintaining an Antlers Program or assistance provided with running their events and meetings should be reported. Report on line 1005 — Youth programs.*
- (d) Drug Awareness: All activities (for example, sponsoring Safe Nights, National Night Out activities, handing out materials or having Elroy at public events) should be reported. Report on line 1801 — Drug Awareness programs.*
- (e) Special Children: Anything done by Members to assist our Special-Needs Children. Report on line 1202 — Special Children programs.*
- (f) Hoop Shoot: All time spent planning, making contacts and setting up and running the event should be reported. Report on line 1102 — Athletic programs.*
- (g) National Foundation: Report on line 1701 — ENF donations.*
- (h) National Veterans Service: All time spent, and activities held, to support our veterans should be reported on line 1401. Note: Adopt-A-Veteran Program should be reported on line 1402.*
- (i) Leadership or other Youth Week activities: Report on line 1004 — National Youth Week.*
- (j) Scholarship: All time spent contacting the schools, distributing applications and materials, and judging applications, should be reported. The dollar amount of scholarships given should be reported as cash contributions. Report on Line 1001 — Youth Scholarship programs.*
- (k) Youth Activities: They all should be reported, for example, Lodge children's holiday parties, and sponsoring field trips and kids to camp, etc. Use line 1004.*
- (l) Youth athletic programs & Soccer Shoot: All athletic programs for the youth should be reported. (Examples: Batters Up, sponsoring teams in Little League or peewee football, etc.) Use Youth Athletic programs line 1199. Note: Soccer Shoot activities are reported on line 1103.*
- (m) Activities for your State Major Project: Anything done to support your State Major Project should be reported. Use State Major Project line 1204.*
- (n) Parades: Participation in Parades, use Patriotic Programs line 1301.*
- (o) Student of the Month/Year: Use Student of Month/Year line 1002.*
- (p) Scouting Programs: Sponsoring Scout Troops, Eagle Scout/Girl Scout awards. Use Youth Programs line 1003.*
- (q) Community Service Donations: (Adopt a road, erecting public monuments, buying bulletproof vests for the police or supporting the local volunteer fire department or ambulance corps, etc.) Use community service line 1501.*
- (r) Sponsoring Health Fairs/Blood Banks: Use community service line 1502.*
- (s) Donating use of Lodge facilities: (examples: Little League, Lions Club, Rotary Club, Scouts, Antlers or other nonprofit groups). Use Lodge Facilities line 1503.*
- (t) Senior Citizen programs: Use Community Service line 1504.*
- (u) Food Basket programs or support of local pantries: Use Community Service line 1505.*
- (v) Natural Disaster Relief: Any such activity should be reported on line 1508.*

NSEA Charity Reporting System

(w) Public Service/Citizen Recognition Programs: (e.g., civic awards for police officer, firefighter, outstanding citizens, etc.) Use Community Recognition Line 1601.*

*(The line numbers at the end of each item above identify the section in the “Charity Records Workbook” to report each activity.)

Who should report. Of course every Member or Chairperson should report anything they do individually for charity; however, generally the event chairperson or organizer should report all time spent, miles traveled by volunteers, and expenditures and cash contributions.

Information required to be reported. Members should keep track of time spent, miles traveled, non-cash contributions (i.e. expenses incurred) and any monetary contributions made when performing charitable, patriotic, civic-minded activities.

Reporting for non-member helpers. Many times our Members are assisted by their nonmember spouses, children or other non-Elks in running the charitable events or working on our charitable endeavors. Please note, the same information should be kept and reported for any non-Elks who helped.

Planning, setup and cleanup time. When reporting charitable activities, include time spent planning, organizing, shopping for, setting up or cleaning up after the event or activity as well as time spent holding the event.

Attendance at Grand Lodge and State Association Conventions. An Exalted Ruler or other attendee can report their attendance at the Grand Lodge and State Association Conventions, BUT ONLY for time where charitable committees and activities were discussed. The committee estimates that one half of the hours spent in business sessions at Grand Lodge and State Association conventions involve charitable committee work and reports. Therefore we believe you can account for the miles traveled to and from such conventions and one half of the hours spent in business sessions.

Also note, if any of your Members work a charitable booth at the conventions, such as for your State Major Project, Drug Awareness, Americanism, Youth Activities etc. they can report their travel to and from the conventions as well as time spent setting up, working at or breaking down the booth.

District, Regional and State Chairpersons of Charitable Committees. Lodge, District or State Chairpersons of charitable committees should report their miles traveled and time spent attending committee meetings, DD clinics, VP clinics and any other meetings involving these charitable committees. Again, refer to the “Charity Records Workbook” for information, or contact your Area Committee Member.

NSEA Committee Reporting System

This reporting system was put together to make it as easy as possible for the Lodge to file their reports in a more consistent and timely manner. NSEA requires the following twenty (20) reports be posted at least twice a year. This should be at minimum of two (2) weeks prior to the Annual and Mid-Term NSEA meetings. The report system can be access by going nsea-elks.org and selecting **Committee Report Forms** * from the footer.

THE ORGANIZATION About Us Calendar Lodges NSEA Directory * NSEA GuestBook NSEA Proceedings NSEA Committee Reports BPOE Grand Lodge Contact Us	THE LEADERS State Officers State Committees Grand Lodge Advisors Past State Presidents Past District Deputies Exalted Rulers Elk of the Year State Assoc. Websites Convention Info	THE DOCUMENTS State Manuals * GL Manuals * Committee Report Forms * Online GL Forms Scholarship Applications Photo Gallery NSEA News Letter State Major Projects Elks National Foundation	COMMITTEES & INFO Americanism Business Practices Drug Awareness Elks Training Nevada Veterans Organ Donation Youth Activities Links Site Map	CALL or EMAIL 📞 SP Danny Wells, PDD 📞 (775) 745-5619 📞 Secy Shaaron Snead 📞 (775) 267-5066 📞 Web Bill Wiseman, PSP 📞 (702) 523-2278 Website Terms of Service * Requires GL Account.
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 69,977 Visitors Since July 4, 2008

This will take you to the login page requiring you to input the Username (BPOElks) and Password (#freedom).

Member Login
 Please contact a Nevada Lodge Secretary or the NSEA Webmaster for Username and Password to Login to this page.

Username:
 Password:

- By logging in, you are consenting to the [Website Terms of Service](#).
- This is not your Grand Lodge Login Username and Password!

By logging in, you will gain access to:

- Nevada State Elks Association Manuals and Guidelines
- Grand Lodge Manuals and Guidelines
- Nevada State Elks Association Directory
- Nevada State Elks Association Message Board
- Nevada State Elks Association Committee Report Forms

Please direct questions, comments or suggestions to the NSEA Webmaster.

Click the "green" Committee name to bring up the applicable Report Form or click Reports Review to view previous reports.

Committee Report Forms

Accident Prevention / Insurance Risk *** Reports Review <i>Auditing</i> Business Practices *** Reports Review <i>Committee on Laws</i> <i>Grand Lodge Housing</i> Government Relations *** Reports Review Americanism *** Reports Review Flag Day *** Reports Review Drug Awareness *** Reports Review Community Activities *** Reports Review Youth Activities *** Reports Review Hoop Shoot *** Reports Review Soccer Shoot *** Reports Review Lodge Activities *** Reports Review <i>Citizen of the Year</i>	Membership/Lapsation (CLMS2) <i>Ritualistic</i> Elks Training *** Reports Review Most Valuable Student Scholarship *** Reports Review Vocational Scholarship *** Reports Review <i>Elks National Foundation</i> <i>Lodge of the Year</i> Blue Pig *** Reports Review National Veterans Service *** Reports Review Adopt-A-Vet Program *** Reports Review Hides Program *** Reports Review <i>Veterans Hospital</i> <i>Veterans Nursing Home</i> Credentials *** Reports Review Public Relations *** Reports Review
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Committees shown in *red italics* either do not require a report from the Lodge or the information is available form other sources.

Additional Reports Forms will be posted as they become available.
[\[Return to Members Only Main Page.\]](#)

Please direct questions, comments or suggestions to the NSEA Webmaster.

NSEA Charity Reporting System

You will click the “green” Committee name to bring up the applicable Report Form or click [Reports Review](#) to view previous report data. The following Information shall be entered on all reports:

Date of Report: * ⓘ
 31

Lodge: * ⓘ
Please Select ▼

Lodge Committee Chairperson: * ⓘ

Lodge Committee Chairperson E-mail Address: * ⓘ

Lodge: * ⓘ
Please Select ▼

- Please Select
- Reno Lodge #597
- Tonopah, Lodge #1062
- Las Vegas, Lodge #1468
- Ely, Lodge #1469
- Great Basin, Lodge #1472
- Boulder City, Lodge #1682
- Hawthorne, Lodge #1704
- Carson City, Lodge #2177
- Fallon, Lodge #2239
- North Las Vegas, Lodge #2353
- Sparks, Lodge #2397
- Tahoe/Douglas, Lodge #2670
- Pahrump, Lodge #2796
- Henderson/Green Valley, Lodge #2802
- Mesquite, Lodge #2811
- Laughlin, Lodge #2872

Date of Report: * ⓘ
 31

Lodge: * ⓘ
Please Select

Lodge Committee Chairperson: * ⓘ

Lodge Committee Chairperson E-mail Address: * ⓘ

June, 2021						
Today						
wk	Sun	Mon	Tue	Wed	Thu	Fri
21			1	2	3	4
22	6	7	8	9	10	11
23	13	14	15	16	17	18
24	20	21	22	23	24	25
25	27	28	29	30		

Select date

The “**Lodge Committee Chairperson**” should be the contact person for the committee. We strongly recommend “**Lodge Committee Chairperson E-mail Address**” should be the lodges email address to ensure the lodge Secretary gets a copy of the report so the info may be posted to the Grand Lodge Charity Book through use of the CLMS system.

Other fields requiring input:

Number of Activities: Number of activities held by the Lodge.

Number of Elks: Number of activities held by your Lodge.

Number of Elk Hours: Number of hours volunteered by Elks.

Number of Elk Miles Traveled: Total miles traveled by Elks.

Number of People Reached: Number of people reached by the events. This should not include the Elks and Non-Elks entered above.

Number of Successful Activities: Number of successful activities held by your Lodge.

Number of Non-Elks: Number of Non-Elks involved with the event.

Number of Non-Elk Hours: Number of hours volunteered by Non-Elks

Number of Non-Elk Miles Traveled: Total miles traveled by Non-Elks

Public Relations: Number of times you were in the media (Radio, TV, News Paper, etc.)

Comments: Your comment – be specific. Tell us about any special activities your Lodge held to raise public awareness to your area of responsibility. (You are limited to 750 characters!)

Type the following: ⓘ



The CAPTCHA security code is required before you can “**Submit**” the report. It should be noted any required data that was not entered or entered incorrectly is flagged when you click the “**Submit**” button. The corrections must be made before can be report will be successfully submitted.

After the report has been submitted and accepted, the following message will be displayed and a copy of the report will be automatically emailed to the email address you entered along with copies to the NSEA committee chairs and vice-chairs, where applicable. Copies will also sent to the NSEA President, President-Elect and Vice Presidents where applicable.

Business Practices
Business Practices Summary Report.

Thank you your report has been received. Timely reports are very important to the success of our Order!

Sample Email Reports:

From: NSEA <no-reply@nsea-elks.org> ☆
Subject: **Business Practices Incident Report - Form submission**
To: actl@earthlimk.net ☆, biz_practices@nsea-elks.org ☆

10:15 AM

Business Practices Incident Report

Henderson/Green Valley, Lodge #2802

Form data:

Date of Report: 2021-06-04
Lodge Committee Chairperson: Web Master - Test
Lodge Committee Chairperson E-mail Address: actl@earthlimk.net

Comments: Test document!

powered by phpFormGenerator.

From: NSEA <no-reply@nsea-elks.org> ☆
Subject: **Americanism Report - Form submission**
To: Henderson/GV Elks Lodge #2802 ☆, amer_chr@nsea-elks.org ☆, amer_vchr@nsea-elks.org ☆

20-Apr-19, 12:25 PM

Americanism Report

Henderson/Green Valley, Lodge #2802

Form data:

Date of Report: 04/20/2019
Lodge Committee Chairperson: Tristan Beloat
Lodge Committee Chairperson E-mail Address: elks2802@lvcoxmail.com

Number of Activities: 9	Number of Successful Activities: 9
Number of Elks: 42	Number of Non-Elks: 32
Number of Elk Hours: 668	Number of Non-Elk Hours: 128
Number of Elk Miles Traveled: 357	Number of Non-Elk Miles Traveled: 320
Number of People Reached: 577	Public Relations: 1

Comments: Programs Promoted: Flag Presentations to new Citizen and Flag Retirement Ceremony. We retired 86 Worn and Tattered Flags through a joint ceremony with the Cub and Boy Scouts and the Jeep Club. The ceremony was on Channel 8 News.

powered by phpFormGenerator.

Accident Prevention / Insurance Risk

Accident Prevention / Insurance Risk Incident and Summary Report.

Date of Report: * ⓘ
 ⓘ

Lodge: * ⓘ
Please Select ▼

Lodge Committee Chairperson: * ⓘ

Lodge Committee Chairperson E-mail Address: * ⓘ

Comments: * ⓘ

Type the following: ⓘ
k856vk

Business Practices

Business Practices Incident and Summary Report.

Date of Report: * ⓘ
 ⓘ

Lodge: * ⓘ
Please Select ▼

Lodge Committee Chairperson: * ⓘ

Lodge Committee Chairperson E-mail Address: * ⓘ

Comments: * ⓘ

Type the following: ⓘ
tjqjnj

NSEA Charity Reporting System

Government Relations

Government Relations "Volunteer Hours and Mileage Report".

Date of Report: * ⓘ


Lodge: * ⓘ

Lodge Committee Chairperson: * ⓘ

Lodge Committee Chairperson E-mail Address: * ⓘ

Number of Activities: * ⓘ <input type="text"/>	Number of Successful Activities: * ⓘ <input type="text"/>
Number of Elks: * ⓘ <input type="text"/>	Number of Non-Elks: * ⓘ <input type="text"/>
Number of Elk Hours: * ⓘ <input type="text"/>	Number of Non-Elk Hours: * ⓘ <input type="text"/>
Number of Elk Miles Traveled: * ⓘ <input type="text"/>	Number of Non-Elk Miles Traveled: * ⓘ <input type="text"/>
Number of People Reached: * ⓘ <input type="text"/>	Public Relations: * ⓘ <input type="text"/>

Comments: * ⓘ

Type the following: ⓘ


This committee is charged with implementing the Governmental Relations program of Grand Lodge the State Association and its member Lodges.

Each year our Lodges and State Associations account for more than \$400 million of documented charitable work nationwide. Because of our charitable reporting requirements, unlike any other organization, we have tangible documentary proof. The sad part is our committee estimates that only half of the work being performed by our Members actually gets reported. **We do the work; why not get the credit!**

The report is emailed by the system to the e-mail address you entered in the form and the Government Relations Chair and Vice Chairs after the submit button has been clicked.

NSEA Charity Reporting System

Americanism

Americanism "Volunteer Hours and Mileage Report".

Date of Report: * ⓘ


Lodge: * ⓘ

Lodge Committee Chairperson: * ⓘ

Lodge Committee Chairperson E-mail Address: * ⓘ

Number of Activities: * ⓘ <input type="text"/>	Number of Successful Activities: * ⓘ <input type="text"/>
Number of Elks: * ⓘ <input type="text"/>	Number of Non-Elks: * ⓘ <input type="text"/>
Number of Elk Hours: * ⓘ <input type="text"/>	Number of Non-Elk Hours: * ⓘ <input type="text"/>
Number of Elk Miles Traveled: * ⓘ <input type="text"/>	Number of Non-Elk Miles Traveled: * ⓘ <input type="text"/>
Number of People Reached: * ⓘ <input type="text"/>	Public Relations: * ⓘ <input type="text"/>

Comments: * ⓘ

Type the following: ⓘ


This committee is charged with implementing the patriotic activities of the Order. Be sure to include the hours and miles driven for Elks and Non-elks involved in any of the following events:

- Flag Presentations to new Naturalized Citizens
- Flag Retirement Ceremony
- Flag Day Ceremony
- Attendance to any City or County Meetings

The report is emailed by the system to the e-mail address you entered in the form and the Americanism Chair and Vice Chairs after the submit button has been clicked.

Flag Day
Flag Day "Volunteer Hours and Mileage Report".

Date of Report: * ⓘ

Lodge: * ⓘ
Please Select

Lodge Committee Chairperson: * ⓘ

Lodge Committee Chairperson E-mail Address: * ⓘ

Number of Activities: * ⓘ <input type="text"/>	Number of Successful Activities: * ⓘ <input type="text"/>
Number of Elks: * ⓘ <input type="text"/>	Number of Non-Elks: * ⓘ <input type="text"/>
Number of Elk Hours: * ⓘ <input type="text"/>	Number of Non-Elk Hours: * ⓘ <input type="text"/>
Number of Elk Miles Traveled: * ⓘ <input type="text"/>	Number of Non-Elk Miles Traveled: * ⓘ <input type="text"/>
Number of People Reached: * ⓘ <input type="text"/>	Public Relations: * ⓘ <input type="text"/>

Comments: * ⓘ

Type the following: ⓘ
yngktd

This committee is charged with implementing the National Flag Day Ceremony at the Lodge. Be sure to include the hours and miles driven for the participating Scouts. Remember the event is open the public and may be held at the community Memorial Wall, a park or other public location. Be sure to include any media present or published.

The report is emailed by the system to the e-mail address you entered in the form and the Flag Day Chair and Vice Chairs after the submit button has been clicked.

NSEA Charity Reporting System

Drug Awareness

Drug Awareness "Volunteer Hours, Mileage and Literature Distributed Report".

Date of Report: * ⓘ

Lodge: * ⓘ
Please Select


Lodge Committee Chairperson: * ⓘ

Lodge Committee Chairperson E-mail Address: * ⓘ

Number of Activities: * ⓘ <input type="text"/>	Number of Successful Activities: * ⓘ <input type="text"/>
Number of Elks: * ⓘ <input type="text"/>	Number of Non-Elks: * ⓘ <input type="text"/>
Number of Elk Hours: * ⓘ <input type="text"/>	Number of Non-Elk Hours: * ⓘ <input type="text"/>
Number of Elk Miles Traveled: * ⓘ <input type="text"/>	Number of Non-Elk Miles Traveled: * ⓘ <input type="text"/>
Number of People Reached: * ⓘ <input type="text"/>	Quantity of Materials Distributed: * ⓘ <input type="text"/>
Times Drug Awareness Trailer Used: * ⓘ <input type="text"/>	Number of Times Elroy Used: * ⓘ <input type="text"/>

Public Relations: * ⓘ

Comments: * ⓘ

Type the following: ⓘ


Submit

This committee is charged with assisting the member Lodges in conducting programs which support the drug awareness goals of the Order.

- **Quantity of Materials Distributed:** Please enter the number of pieces of material distributed. Please not types of items and literature and to whom distributed in the comment box.
- **Times Drug Awareness Trailer Used:** Please enter the number of times the drug awareness trailer was used.
- **Number of Times Elroy Used:** Please enter the number of times you used Elroy the Drug Free Elk.

Remember to report the Lodges involvement in the Red Ribbon program, the essay contest, the video contest, drug quiz, and the Enrique Camarena Award. Be sure to report any activity with the Prescription Drug Take Back Program.

The report is emailed by the system to the e-mail address you entered in the form and the Drug Awareness Chair and Vice Chair after the submit button has been clicked.

Community Activities

Community Activities "Volunteer Hours and Mileage Report".

Date of Report: * ⓘ

Lodge: * ⓘ
Please Select

Lodge Committee Chairperson: * ⓘ

Lodge Committee Chairperson E-mail Address: * ⓘ

Number of Activities: * ⓘ <input type="text"/>	Number of Successful Activities: * ⓘ <input type="text"/>
Number of Elks: * ⓘ <input type="text"/>	Number of Non-Elks: * ⓘ <input type="text"/>
Number of Elk Hours: * ⓘ <input type="text"/>	Number of Non-Elk Hours: * ⓘ <input type="text"/>
Number of Elk Miles Traveled: * ⓘ <input type="text"/>	Number of Non-Elk Miles Traveled: * ⓘ <input type="text"/>
Number of People Reached: * ⓘ <input type="text"/>	Public Relations: * ⓘ <input type="text"/>

Comments: * ⓘ

Type the following: ⓘ
bh282c

This committee is charged with assisting member Lodges with implementing the Lodge Community Activity programs of the Grand Lodge and the Association. This should include all activities where the Lodge and its Member interact directly with the community.

- Law and Order Night
- Food Basket Programs
- Community Parades
- Community Celebrations
- Holiday Programs
- Grant Programs
- Local Disaster Relief
- Community Blood Drives

The report is emailed by the system to the e-mail address you entered in the form and the Community Activities Chair and Vice Chairs after the submit button has been clicked.

Youth Activities
Youth Activities "Volunteer Hours and Mileage Report".

Date of Report: * ⓘ


Lodge: * ⓘ
Please Select ▼

Youth Committee Chairperson: * ⓘ

Lodge Committee Chairperson E-mail Address: * ⓘ

Number of Activities: * ⓘ <input type="text"/>	Number of Successful Activities: * ⓘ <input type="text"/>
Number of Elks: * ⓘ <input type="text"/>	Number of Non-Elks: * ⓘ <input type="text"/>
Number of Elk Hours: * ⓘ <input type="text"/>	Number of Non-Elk Hours: * ⓘ <input type="text"/>
Number of Elk Miles Traveled: * ⓘ <input type="text"/>	Number of Non-Elk Miles Traveled: * ⓘ <input type="text"/>
Number of People Reached: * ⓘ <input type="text"/>	Public Relations: * ⓘ <input type="text"/>

Comments: * ⓘ

Type the following: ⓘ


This committee shall prepare, supervise, and conduct programs on behalf of the youth of the State; shall have charge, supervision, and responsibility for youth programs of the Association; and coordination of all such matters as may be referred to member Lodges of the Association by the Grand Exalted Ruler or the Grand Lodge Youth Activities Committee. Do not forget to report on the following programs. Youth Appreciation Week and related activities.

- National Youth Week
- Dictionary Program
- Scouting Programs
- Soccer Shoot Program
- Junior Golf
- Antlers Program
- Student of the Month/Year
- Youth Camps

The report is emailed by the system to the e-mail address you entered in the form and the Youth Activities Chair and Vice Chairs after the submit button has been clicked.

Hoop Shoot

Hoop Shoot "Volunteer Hours and Mileage Report".

Date of Report: * ⓘ


Lodge: * ⓘ

Hoop Shoot Committee Chairperson: * ⓘ

Lodge Committee Chairperson E-mail Address: * ⓘ

Number of Boys Participating: * ⓘ <input type="text"/>	Number of Girls Participating: * ⓘ <input type="text"/>
Number of Elks: * ⓘ <input type="text"/>	Number of Non-Elks: * ⓘ <input type="text"/>
Number of Elk Hours: * ⓘ <input type="text"/>	Number of Non-Elk Hours: * ⓘ <input type="text"/>
Number of Elk Miles Traveled: * ⓘ <input type="text"/>	Number of Non-Elk Miles Traveled: * ⓘ <input type="text"/>
Number of People Reached: * ⓘ <input type="text"/>	Public Relations: * ⓘ <input type="text"/>

Comments: * ⓘ

Type the following: ⓘ


This committee is charged with assisting member Lodges with implementing the Lodge Hoop Shoot programs of the Grand Lodge and the Association.

- **Number of Boys Participating:** Please enter the number of boys participating in your Lodge contest.
- **Number of Girls Participating:** Please enter the number of girls participating in your Lodge contest.

The report is emailed by the system to the e-mail address you entered in the form and the Hoop Shoot Director and all three Vice Directors after the submit button has been clicked.

Soccer Shoot

Soccer Shoot "Volunteer Hours and Mileage Report".

Date of Report: * ⓘ


Lodge: * ⓘ
Please Select ▾

Soccer Shoot Committee Chairperson: * ⓘ

Lodge Committee Chairperson E-mail Address: * ⓘ

Number of Boys Participating: * ⓘ <input type="text"/>	Number of Girls Participating: * ⓘ <input type="text"/>
Number of Elks: * ⓘ <input type="text"/>	Number of Non-Elks: * ⓘ <input type="text"/>
Number of Elk Hours: * ⓘ <input type="text"/>	Number of Non-Elk Hours: * ⓘ <input type="text"/>
Number of Elk Miles Traveled: * ⓘ <input type="text"/>	Number of Non-Elk Miles Traveled: * ⓘ <input type="text"/>
Number of People Reached: * ⓘ <input type="text"/>	Public Relations: * ⓘ <input type="text"/>

Comments: * ⓘ

Type the following: ⓘ


This committee is charged with assisting member Lodges with implementing the Lodge Soccer Shoot programs of the Grand Lodge and the Association.

- **Number of Boys Participating:** Please enter the number of boys participating in your Lodge contest.
- **Number of Girls Participating:** Please enter the number of girls participating in your Lodge contest.

The report is emailed by the system to the e-mail address you entered in the form and the Soccer Chair and two Vice Chairs after the submit button has been clicked.

NSEA Charity Reporting System

Lodge Activities

Lodge Activities "Volunteer Hours and Mileage Report".

Date of Report: * ⓘ

Lodge: * ⓘ
Please Select

Lodge Committee Chairperson: * ⓘ

Lodge Committee Chairperson E-mail Address: * ⓘ

Number of Activities: * ⓘ <input type="text"/>	Number of Successful Activities: * ⓘ <input type="text"/>
Number of Elks: * ⓘ <input type="text"/>	Number of Non-Elks: * ⓘ <input type="text"/>
Number of Elk Hours: * ⓘ <input type="text"/>	Number of Non-Elk Hours: * ⓘ <input type="text"/>
Number of Elk Miles Traveled: * ⓘ <input type="text"/>	Number of Non-Elk Miles Traveled: * ⓘ <input type="text"/>
Number of People Reached: * ⓘ <input type="text"/>	Public Relations: * ⓘ <input type="text"/>

Comments: * ⓘ

Type the following: ⓘ

Submit

This committee is charged with assisting member Lodges with implementing the Lodge activities programs of the Grand Lodge and the Association. See the GL Lodge Activities Manual for more examples.

- Flag Day
- Memorial Services
- Elk/Officer of the Year Function
- Heritage Corner
- Lodge Meetings
- House Committee Meetings
- Trustee/Board of Director Meetings
- Lodge Bulletin
- First Responder Dinners
- Veterans
- Blood Bank
- News Media
- Lodge Open House
- School Officials
- Citizen of the Year
- Drug Abuse

The report is emailed by the system to the e-mail address you entered in the form and the Lodge Activities Chair and Vice Chairs after the submit button has been clicked.

NSEA Charity Reporting System

Elks Training
Elks Training "Volunteer Hours, Mileage and Scores" Report.

Date of Report: *

Lodge: *

Lodge Committee Chairperson: *

Lodge Committee Chairperson E-mail Address: *

Number of Elks: * <input type="text"/>	Total Elk Hours: * <input type="text"/>	Total Elk Miles: * <input type="text"/>
Name and Title: * <input type="text"/>	Present Position: * <input type="text"/>	Score: * <input type="text"/>
Name and Title: <input type="text"/>	Present Position: <input type="text"/>	Score: <input type="text"/>
Name and Title: <input type="text"/>	Present Position: <input type="text"/>	Score: <input type="text"/>
Name and Title: <input type="text"/>	Present Position: <input type="text"/>	Score: <input type="text"/>
Name and Title: <input type="text"/>	Present Position: <input type="text"/>	Score: <input type="text"/>
Name and Title: <input type="text"/>	Present Position: <input type="text"/>	Score: <input type="text"/>
Name and Title: <input type="text"/>	Present Position: <input type="text"/>	Score: <input type="text"/>
Name and Title: <input type="text"/>	Present Position: <input type="text"/>	Score: <input type="text"/>
Name and Title: <input type="text"/>	Present Position: <input type="text"/>	Score: <input type="text"/>
Name and Title: <input type="text"/>	Present Position: <input type="text"/>	Score: <input type="text"/>
Name and Title: <input type="text"/>	Present Position: <input type="text"/>	Score: <input type="text"/>
Name and Title: <input type="text"/>	Present Position: <input type="text"/>	Score: <input type="text"/>
Name and Title: <input type="text"/>	Present Position: <input type="text"/>	Score: <input type="text"/>
Name and Title: <input type="text"/>	Present Position: <input type="text"/>	Score: <input type="text"/>
Name and Title: <input type="text"/>	Present Position: <input type="text"/>	Score: <input type="text"/>
Name and Title: <input type="text"/>	Present Position: <input type="text"/>	Score: <input type="text"/>
Name and Title: <input type="text"/>	Present Position: <input type="text"/>	Score: <input type="text"/>

Comments: *

Type the following:

This committee is charged with assisting member Lodges with implementing the State and Grand Lodge training programs. There are currently seven (7) test consisting of one hundred and sixty (160) questions. Each test results should posted separately. If this done by a group each individual must post their test separately. There is also a DDGER test that all current and past DDGER's are required to take.

- **Number of Elks:** Please enter the number of Elks involved with the training, including those taking the training. This should include Elk hours and miles driven
- **Name and Title:** Please enter the Members First and Last name (In that order) along with their title (i.e. PER. DDGER, PSP, etc.)
- **Present Position:** Please enter the Members present position (i.e. ER, Secretary, Trustee, Committee Chair, Member, etc.).
- **Score:** Please enter the members test score (The number of correct answers).

The report is emailed by the system to the e-mail address you entered in the form and the Elks Training Chair and NSEA Vice President after the submit button has been clicked.

NSEA Charity Reporting System

MVS Scholarship
MVS Scholarship "Volunteer Hours, Mileage and Lodge Winners" Report.

Date of Report: * ⓘ


Lodge: * ⓘ
Please Select

Lodge Committee Chairperson: * ⓘ

Lodge Committee Chairperson E-mail Address: * ⓘ

Number of Elks: * ⓘ <input type="text"/>	Number of Non-Elks: * ⓘ <input type="text"/>
Number of Elk Hours: * ⓘ <input type="text"/>	Number of Non-Elk Hours: * ⓘ <input type="text"/>
Number of Elk Miles Traveled: * ⓘ <input type="text"/>	Number of Non-Elk Miles Traveled: * ⓘ <input type="text"/>
Total Male Applications Received: * ⓘ <input type="text"/>	Total Female Applications Received: * ⓘ <input type="text"/>
Top Male Score: * ⓘ <input type="text"/>	Top Female Score: * ⓘ <input type="text"/>
Second Top Male Score: * ⓘ <input type="text"/>	Second Top Female Score: * ⓘ <input type="text"/>
Third Top Male Score: * ⓘ <input type="text"/>	Third Top Female Score: * ⓘ <input type="text"/>

Comments: * ⓘ

Type the following: ⓘ


This committee is charged with the responsibility to conduct a statewide contest in search of the most valuable students within the State. It should be noted this is for the State Most Valuable Student Scholarships.

- **Total Male & Female Applications Received:** Please enter the total number of male and female scholarship applications received.
- **Top Male & Female Scores:** Please enter the first and last name (In that order) of the top male and female applicant.
- **Second Top Male & Female Scores:** Please enter the first and last (In that order) of the second place male and female applicant.
- **Third Top Male & Female Scores:** Please enter the first and last name (In that order) of the third place male and female applicant.

The report is emailed by the system to the e-mail address you entered in the form and the Most Valuable Student Scholarship Chair after the submit button has been clicked.

NSEA Charity Reporting System

Vocational Scholarship
Vocational Scholarship "Volunteer Hours, Mileage and Lodge Winners" Report.

Date of Report: * ⓘ

Lodge: * ⓘ
Please Select

Lodge Committee Chairperson: * ⓘ

Lodge Committee Chairperson E-mail Address: * ⓘ

Number of Elks: * ⓘ <input type="text"/>	Number of Non-Elks: * ⓘ <input type="text"/>
Number of Elk Hours: * ⓘ <input type="text"/>	Number of Non-Elk Hours: * ⓘ <input type="text"/>
Number of Elk Miles Traveled: * ⓘ <input type="text"/>	Number of Non-Elk Miles Traveled: * ⓘ <input type="text"/>
Total Male Applications Received: * ⓘ <input type="text"/>	Total Female Applications Received: * ⓘ <input type="text"/>
Top Male Score: * ⓘ <input type="text"/>	Top Female Score: * ⓘ <input type="text"/>
Second Top Male Score: * ⓘ <input type="text"/>	Second Top Female Score: * ⓘ <input type="text"/>
Third Top Male Score: * ⓘ <input type="text"/>	Third Top Female Score: * ⓘ <input type="text"/>

Comments: * ⓘ

Type the following: ⓘ
hzg7sr

Submit

This committee is charged with the responsibility to conduct a statewide contest in search of the students within the State needing assistance with Vocational schooling. It should be noted the program is open all year long or until the fund runs out of money for the year.

- **Total Male & Female Applications Received:** Please enter the total number of male and female scholarship applications received.
- **Top Male & Female Scores:** Please enter the first and last name (In that order) of the top male and female applicant.
- **Second Top Male & Female Scores:** Please enter the first and last (In that order) of the second place male and female applicant.
- **Third Top Male & Female Scores:** Please enter the first and last name (In That order) of the third place male and female applicant.

The report is emailed by the system to the e-mail address you entered in the form and the Vocational Scholarship Chair after the submit button has been clicked.

NSEA Charity Reporting System

Blue Pig
Blue Pig Report list the amounts and methods used to raise donations for Nevada SMP - Project Safe Haven.

Date of Report: * ⓘ
 22

Lodge: * ⓘ
Please Select

Lodge Committee Chairperson: * ⓘ

Lodge Committee Chairperson E-mail Address: * ⓘ

Blue Pig Donations: * ⓘ
\$

Cash Donations: * ⓘ
\$

Other Donations * ⓘ
 \$

Other Donations * ⓘ
 \$

Other Donations * ⓘ
 \$

Other Donations * ⓘ
 \$

Other Donations * ⓘ
 \$

Other Donations * ⓘ
 \$

Comments: * ⓘ

Type the following: ⓘ
d455zx

This committee is charged with the responsibility of the Ways and Means committee, the ER March, Raffle Baskets and the Silent Auction at NSEA Annual and Mid-Term Meetings (Conventions). It should also include and donations of time, money or goods to St. Judes Ranch for Children and Camp to Belong.

- **Blue Pig Donations:** Please enter the amount of money received from Blue Pig Donations.
- **Cash Donations:** Please enter the amount of money received from cash Donations.
- **Other Donations:** Please enter the name of other functions held and the amount of money received. This should include the ER March, Raffle and Silent Auction items.

The report is emailed by the system to the e-mail address you entered in the form and the SMP Ways and Means chair after the submit button has been clicked.

National Veterans Services Report
National Veterans Services Report "Volunteer Hours, Mileage and Contributions Report".

Date of Report: * ⓘ

Lodge: * ⓘ
Please Select

Lodge Committee Chairperson: * ⓘ

Lodge Committee Chairperson E-mail Address: * ⓘ

Number of Activities: * ⓘ <input type="text"/>	Number of Successful Activities: * ⓘ <input type="text"/>
Number of Elks: * ⓘ <input type="text"/>	Number of Non-Elks: * ⓘ <input type="text"/>
Number of Elk Hours: * ⓘ <input type="text"/>	Number of Non-Elk Hours: * ⓘ <input type="text"/>
Number of Elk Miles Traveled: * ⓘ <input type="text"/>	Number of Non-Elk Miles Traveled: * ⓘ <input type="text"/>
Total Monies Contributed: * ⓘ <input type="text"/>	Value of Items Contributed: * ⓘ <input type="text"/>

Comments: * ⓘ

Type the following: ⓘ
gx6jdy

This committee is charged with the implementation of the program of the Elks National Veterans Service Commission (Commission) within the State as may be requested by the Commission in furtherance of service to veterans within the State; assist, when called upon, the armed forces of the United States; respond to any call for aid or cooperation as may be required by our national government in an emergency; and be permanently available for cooperation in the event of disaster in any local area of the United States. See the GL Veterans Manual for more example programs:

- Elks Volunteer Service Program
- Welcome Home Program
- Freedom Grant
- Veterans Leather Program
- Homeless Veterans Program
- Personal Hygiene Kits
- Adopt-A-Vet Program

The report is emailed by the system to the e-mail address you entered in the form and the National Veterans Services Chair and Vice Chair after the submit button has been clicked.

Adopt-A-Vet Program Report

Adopt-A-Vet Program Report "Volunteer Hours, Mileage and Contributions Report".

Date of Report: * ⓘ


Lodge: * ⓘ
Please Select

Lodge Committee Chairperson: * ⓘ

Lodge Committee Chairperson E-mail Address: * ⓘ

Number of Veterans Adopted: * ⓘ <input type="text"/>	Number of Veterans Visited: * ⓘ <input type="text"/>
Number of Elks: * ⓘ <input type="text"/>	Number of Non-Elks: * ⓘ <input type="text"/>
Number of Elk Hours: * ⓘ <input type="text"/>	Number of Non-Elk Hours: * ⓘ <input type="text"/>
Number of Elk Miles Traveled: * ⓘ <input type="text"/>	Number of Non-Elk Miles Traveled: * ⓘ <input type="text"/>
Total Monies Contributed: * ⓘ <input type="text"/>	Value of Items Contributed: * ⓘ <input type="text"/>

Comments: * ⓘ

Type the following: ⓘ


This committee is charged with assisting member Lodges with implementing the Lodge Adopt-Vet-Program.

- **Number of Veterans Adopted:** Please enter the number of Veterans your Lodge has adopted.
- **Number of Veterans Visited:** Please enter the number of Veterans your Lodge Members visited.
- **Total Monies Contributed:** Please enter the amount of monies your Lodge and Members have contributed. This should include both Elks and Non-Elks.
- **Value of Items Contributed:** Please enter the number of items your Lodge and Members have contributed. This should include contributions by both Elks and Non-Elks.

The report is emailed by the system to the e-mail address you entered in the form and the North and South Adopt-A-Vet Chair after the submit button has been clicked.

Hides Program

Hides Program "Volunteer Hours and Mileage Report".

Date of Report: * ⓘ


Lodge: * ⓘ
Please Select

Lodge Committee Chairperson: * ⓘ

Lodge Committee Chairperson E-mail Address: * ⓘ

Number of Activities: * ⓘ <input type="text"/>	Number of Hides Collected: * ⓘ <input type="text"/>
Number of Elks: * ⓘ <input type="text"/>	Number of Non-Elks: * ⓘ <input type="text"/>
Number of Elk Hours: * ⓘ <input type="text"/>	Number of Non-Elk Hours: * ⓘ <input type="text"/>
Number of Elk Miles Traveled: * ⓘ <input type="text"/>	Number of Non-Elk Miles Traveled: * ⓘ <input type="text"/>
Number of People Reached: * ⓘ <input type="text"/>	Public Relations: * ⓘ <input type="text"/>

Comments: * ⓘ

Type the following: ⓘ


This committee is charged with the implementation of the Hides program of the Elks National Veterans Service Commission (Commission) within the State. They are also responsible for providing wheel chair gloves, leather project kits, etc. to be distributed to Veterans in need.

- **Number of Hide Collected:** Please enter the number of hides collected by your Lodge.

Please add to the Comment box any gloves or leather good and/or kits distributed to Veterans.

The report is emailed by the system to the e-mail address you entered in the form and the Hides Chair after the submit button has been clicked.

NSEA Charity Reporting System

Credentials

List of elected convention "Delegates" and "Representative".

Report Date *

Lodge: *

Lodge Secretary *

Lodge Secretary E-mail Address: *

Convention *

Convention Date *

Host Lodge *

Delegate #1 *	<input type="text" value="None"/>	Representative #1 *	<input type="text" value="None"/>	Alternate #1 *	<input type="text" value="None"/>
Delegate #2 *	<input type="text" value="None"/>	Representative #2 *	<input type="text" value="None"/>	Alternate #2 *	<input type="text" value="None"/>
Delegate #3 *	<input type="text" value="None"/>	Representative #3 *	<input type="text" value="None"/>	Alternate #3 *	<input type="text" value="None"/>
Delegate #4 *	<input type="text" value="None"/>	Representative #4 *	<input type="text" value="None"/>	Alternate #4 *	<input type="text" value="None"/>
Delegate #5 *	<input type="text" value="None"/>	Representative #5 *	<input type="text" value="None"/>	Alternate #5 *	<input type="text" value="None"/>
Delegate #6 *	<input type="text" value="None"/>	Representative #6 *	<input type="text" value="None"/>		
Delegate #7 *	<input type="text" value="None"/>	Representative #7 *	<input type="text" value="None"/>		
Delegate #8 *	<input type="text" value="None"/>	Representative #8 *	<input type="text" value="None"/>		
Delegate #9 *	<input type="text" value="None"/>	Representative #9 *	<input type="text" value="None"/>		
Delegate #10 *	<input type="text" value="None"/>	Representative #10 *	<input type="text" value="None"/>		

Per NSEA By-Laws, Date the Delegates Were Elected: *

Type the following:

- **Delegates:** Each member Lodge shall be entitled to have ten (10) delegates. Each delegate shall be a member in good standing of the Lodge. Each Lodge may have five (5) alternate delegates. Each delegate shall be entitled to one (1) vote. No alternate delegate shall be entitled to vote if all delegates of the Lodge are present.
- **Representatives:** All Past State Presidents of the Association; all Grand Lodge or Past Grand Lodge Officers, and all officers of the Association listed in Article VII, Section I, shall be representatives and entitled to one vote each, provided, however, that each is a member in good standing in a member Lodge in the State.
- **Per NSEA By-Laws, Date the Delegates Were Elected:** This is the date the Delegates were nominated and elected on the lodge floor.
- **Alternate:** Please provide First name, Last Name and Position held. Alternates will only be allowed to vote if the all ten (10) delegates are not present

The report is emailed by the system to the e-mail address you entered in the form and the NSEA Secretary after the submit button has been clicked.

NSEA Charity Reporting System

Public Relations

Public Relations Report.

Date of Report: * ⓘ

Lodge: * ⓘ


Lodge Committee Chairperson: * ⓘ

Lodge Committee Chairperson E-mail Address: * ⓘ

Pass the cursor over the information icon to see the reporting guidelines for the reported item.

News: * ⓘ <input type="text"/>	Signs: * ⓘ <input type="text"/>
TV: * ⓘ <input type="text"/>	E-mail/Web site: * ⓘ <input type="text"/>
Radio: * ⓘ <input type="text"/>	Other: * ⓘ <input type="text"/>
Hours: * ⓘ <input type="text"/>	Miles: * ⓘ <input type="text"/>

Comments: * ⓘ

Type the following: ⓘ


- **News** = count all newspaper & elks Magazine articles, other magazine articles, periodical mentions, and media reference. Emphasis is on Elks articles and photo; not obituaries.
- **TV** = count television messages highlighting Elk activity, - 1 pt. Scrolling community message boards at the bottom of the screen – 1 pt. each day played.
- **Radio** = count all radio messages. The (7) individual pre-recorded messages on the Public Service Announcement (PSA) audio CD can be quite effective with locally recorded tag line from the Lodge spokesperson. Visit your local radio station for a share of their community service time allocation – 1 pt. each time played.
- **Signs** = count your Lodge identity sign(s), billboards, electronic signs, community service sign-boards entering town, display Elks Care Elks Share & Drug Awareness, Elks USA, Veterans Remembrance, Elks Partners in Scouting/Education, Lodge activity signs, Lodge recreation club signs, Get-Acquainted Day posters – 1 pt. per month.
- **E-mail/Web sites** = count external electronic contacts and incoming website inquires, connects, linkages, or “hits” by those inquiring about Lodge programs. (Not internal administrative matters) -1pt. each. Lodge bulletins sent to members do not count; only bulletins sent to non-Elk organizations, e.g. government entities (Mayor, libraries, Congressmen, School officers, etc.) should be counted – 1 pt. each per month.

NSEA Charity Reporting System

- **Other** = count parades – 10 pt.; speakers to outside groups – 5 pts.; fairs/trade shows – 10 pts.; Magazine features – 2 pts.; letters, notes, event programs invitations, thank you notes, Proclamations, Student Dictionaries distributed, “lets say thank you” card sent to Servicemen serving overseas, Lodge bulletin articles by Officers – 1 pt. each. Billing statement to members do not count. Newspaper & Elks Magazine circulation is Not to be considered..
- **Hours** = count all hours spent on your Lodge Public Relations Program.
- **Miles** = count all miles driven for your Lodge Public Relations Program.

This committee is charged with the duties and responsibilities of establishing, implementing, and maintaining a public relations program within the State, and assisting in the training of member Lodge chairs to publicize the activities of the Lodges within their communities. This report must be filed by the 5th of each month for the prior month. The report is emailed by the system to the e-mail address you entered in the form and the Public Relations Chair and Vice Chair after the submit button has been clicked.