



# Club Coach Preliminary Report

This report should be completed as soon as a coach has been appointed. Once completed, submit it to the District Director (or delegated Program Quality Director or Club Growth Director) or to the coach's Region Advisor if an undistricted club.

## Club Coach Information

Name: \_\_\_\_\_ Membership Number: \_\_\_\_\_

Date of Appointment (MM/DD/YYYY): \_\_\_\_\_

## Club Information

Club Name: \_\_\_\_\_ Club Number: \_\_\_\_\_

Charter Date (MM/DD/YYYY): \_\_\_\_\_

## Membership Roster (categorize members according to educational designations):

- |    |     |
|----|-----|
| 1. | 7.  |
| 2. | 8.  |
| 3. | 9.  |
| 4. | 10. |
| 5. | 11. |
| 6. | 12. |

## Club Officer Roster

Club President:

Vice President Education:

Vice President Membership:

Vice President Public Relations:

Club Secretary:

Club Treasurer:

Sergeant at Arms:

**Distinguished Club Program (DCP) Goals Achieved (current and three prior program years, if applicable):**

**Program Year:**

**Education**

- 1. Four Level 1 awards achieved
- 2. Two Level 2 awards achieved
- 3. Two more Level 2 awards achieved
- 4. Two Level 3 awards achieved
- 5. One Level 4, Path Completion, or DTM award achieved
- 6. One more Level 4, Path Completion, or DTM award achieved

**Membership**

- 7. Four new, dual, or reinstating members
- 8. Four more new, dual, or reinstating members

**Training**

- 9. A minimum of four club officer roles trained during each of the two training periods

**Administration**

- 10. On-time payment of membership dues accompanied by the names of eight members (at least three of whom must be renewing members) for one period and on-time submission of one club officer list.

**Program Year:**

**Education**

- 1. Four Level 1 awards achieved
- 2. Two Level 2 awards achieved
- 3. Two more Level 2 awards achieved
- 4. Two Level 3 awards achieved
- 5. One Level 4, Path Completion, or DTM award achieved
- 6. One more Level 4, Path Completion, or DTM award achieved

**Membership**

- 7. Four new, dual, or reinstating members
- 8. Four more new, dual, or reinstating members

**Training**

- 9. A minimum of four club officer roles trained during each of the two training periods

**Administration**

- 10. On-time payment of membership dues accompanied by the names of eight members (at least three of whom must be renewing members) for one period and on-time submission of one club officer list.

**Program Year:**

**Education**

- 1. Four Level 1 awards achieved
- 2. Two Level 2 awards achieved
- 3. Two more Level 2 awards achieved
- 4. Two Level 3 awards achieved
- 5. One Level 4, Path Completion, or DTM award achieved
- 6. One more Level 4, Path Completion, or DTM award achieved

**Membership**

- 7. Four new, dual, or reinstating members
- 8. Four more new, dual, or reinstating members

**Training**

- 9. A minimum of four club officer roles trained during each of the two training periods

**Administration**

- 10. On-time payment of membership dues accompanied by the names of eight members (at least three of whom must be renewing members) for one period and on-time submission of one club officer list.

**Program Year:**

**Education**

- 1. Four Level 1 awards achieved
- 2. Two Level 2 awards achieved
- 3. Two more Level 2 awards achieved
- 4. Two Level 3 awards achieved
- 5. One Level 4, Path Completion, or DTM award achieved
- 6. One more Level 4, Path Completion, or DTM award achieved

**Membership**

- 7. Four new, dual, or reinstating members
- 8. Four more new, dual, or reinstating members

**Training**

- 9. A minimum of four club officer roles trained during each of the two training periods

**Administration**

- 10. On-time payment of membership dues accompanied by the names of eight members (at least three of whom must be renewing members) for one period and on-time submission of one club officer list.

## Club Coach's Goals for the Club

Expected Program Year for Distinguished Club Status: \_\_\_\_\_

Expected DCP Goals: \_\_\_\_\_

### Education

- 1. Four Level 1 awards achieved
- 2. Two Level 2 awards achieved
- 3. Two more Level 2 awards achieved
- 4. Two Level 3 awards achieved
- 5. One Level 4, Path Completion, or DTM award achieved
- 6. One more Level 4, Path Completion, or DTM award achieved

### Membership

- 7. Four new, dual, or reinstating members
- 8. Four more new, dual, or reinstating members

### Training

- 9. A minimum of four club officer roles trained during each of the two training periods

### Administration

- 10. On-time payment of membership dues accompanied by the names of eight members (at least three of whom must be renewing members) for one period and on-time submission of one club officer list.

What is your action plan? What initiatives do you have planned and what are the first couple of things you are going to do?

Coach Signature: \_\_\_\_\_ Date (MM/DD/YYYY): \_\_\_\_\_