

**Knight of Columbus Our Lady of the Incarnation**  
**Assembly 3309 - Chalice Program**

Knights of Columbus, Assembly 3309, Chalice Program is a beautiful and lasting gesture to memorialize and pay tribute to a Sir Knight who has passed away. A Chalice and Paten with the name of the deceased Sir Knight engraved on the Paten are given to a Mission Church for use during the Holy Sacrifice of the Mass.

- All 4th degree assembly members will be enrolled in the Chalice Program
- All assembly members will be asked to donate \$20.00 towards the Chalice Program (see note 1)
- After the first year payment of \$20.00, \$5.00 will be required per year per member to help sustain the program. (see note 1)
- New Assembly Members will be asked to contribute a onetime fee of \$20.00 upon joining the Assembly (see note 1)
- Chalice funds cannot be used for anything but the Chalice Program.
- All funds well be held in an assembly account, called "The Chalice Fund".
- Initial startup funds will be used to purchase a Chalice and Paten, 2 sets of scrolls and a custom display, locking box. Thereafter funds from "The Chalice Fund" will be used to acquire additional Chalices, Patens and supplies as required.
- The Chalice and Paten will be displayed in a case in the Narthex of the Church of The Incarnation next to the deceased knights name badge display case.
- Upon the death of a Sir Knight his name will be engraved on top of the Paten and on the side of the Chalice. Once the Paten and Chalice have 3 names engraved, the Chalice and Paten will be donated to a Mission Church approved by the Pastor. No more than 3 names will be engraved on the Chalice and Paten. (see note 2)
- Any member of the Assembly who is Catholic Clergy Priest, Deacon, shall be exempt from any payment and be a member of the Chalice Program.
- The Chalice Program is the sole program of Assembly 3309 and is not transferable or refundable if a Sir Knight chooses to transfer to another assembly for any reason.
- In addition to the Chalice and Paten, the Chalice Program includes a Memorial Service and Memorial Scrolls (requested by the family) presented to the family of the deceased Sir Knight.

Note 1: Payments to the chalice fund by Assembly members were suspended beginning in January 2024. The Assembly can elect to reinstate payments into the fund at such time as funds are needed in the chalice fund

Note 2: Clarification of the engraving locations on the Chalice and Paten were added at the 5/12/2025 Assembly meeting by a vote of the Assembly members.

Revised: June 9, 2025