

District Simplified Grants

Description

District Simplified Grants (DSGs) allow districts to use a portion of their District Designated Fund (DDF) to support their service activities or humanitarian endeavors.

The maximum amount available for district use is 20 percent of its DDF. DDF represents 60 percent of the district's annual giving three years prior.

Criteria

- DSGs must adhere to the grant policies that govern all grant programs.
- DSGs must respect the wishes of the receiving community, in understanding and appreciation of another country's traditions and culture.
- Requests for DSGs must be received in the Rotary year prior to funds being available and no later than 31 March.
- DSGs require the direct involvement of Rotarians by:
 - Assessment of community needs and development of a project plan
 - Establishment of a committee of at least three Rotarians to oversee the expenditure of funds
 - Oversight of grant funds
 - Involvement in the implementation of projects
 - Provision of evidence of community involvement and ownership
 - Organization of meetings with local service providers, local officials, and/or recipients
 - Promotion of projects in the local media
- Payment of DSGs will be made in installments based upon a spending plan if the grant is more than US\$25,000.
- Districts are required to provide interim reports delineating the expenditure of funds before additional installments will be made.
- Interim reports must be made at least every six months for the duration of the grant.
- Recipients of DSGs must submit final reports within two months of the full expenditure of funds. Failure to adhere to TRF policies and guidelines in the implementation of projects and expenditure of grant funds will result in the district returning misused grant funds in their entirety and being barred from receipt of future grants for a period up to five years. The final report shall include:
 - A highly detailed and clearly organized report of all expenses
 - Copies of receipts for items purchased with a cumulative value of US\$1,000 or more
 - Detailed information regarding all beneficiaries of grant funds
 - A detailed account of Rotarian participation in the implementation of the projects, which reflects the required Rotarian activities outlined in DSG criteria
 - A detailed narrative delineating the implementation of the projects and how experiences garnered will inform/guide the district for the next Rotary year



Application Process

Districts are required to submit a request for grant funds the Rotary year prior to funds being available. Requests are considered from 1 July to 31 March.

Leadership Responsibilities

District governor — Submit request in cooperation with the district Rotary Foundation committee chair.

District Rotary Foundation committee chair:

- Allocate funds.
- Submit request in cooperation with the district governor.
- Oversee expenditure of funds and ensure reporting.

Resources

The Guide to Humanitarian Grants [144]

Humanitarian Grants Program [130]

District Simplified Grant Request [153]

The Guide to Certifying an Application [151]

Contact Information

E-mail questions or inquiries to grants@rotaryintl.org or telephone (847) 866-3000.

Individual Grants

Description

Individual Grants support the travel of individual Rotarians, spouses of Rotarians, Rotaractors, and qualified TRF alumni planning or implementing service projects.

Criteria

- Individual Grants must:
 - Adhere to the grant policies that govern all grant programs
 - Comply with TRF policies regarding travel insurance
 - be complete for approval 8 weeks (2 months) prior to departure. To ensure appropriate processing, it is requested that applicants submit applications 16 weeks (4 months) prior to departure.
- Individual Grants support:
 - A maximum award to one project site of US\$6,000 per activity
 - Individual Rotarians or small groups of Rotarians (2-5)
 - An individual volunteer no more than two times per Rotary year
- Eligible budget items are:
 - Economy class airfare
 - Minimal daily living expenses
 - Ancillary expenses
- Rotary clubs hosting individual grant participants must provide a letter of invitation that confirms the skill/project is needed in the community.
- Rotary clubs sponsoring the international travel of grant participants must:
 - Provide a letter of endorsement from the current club president for the individual applying for the grant.
 - Establish communication with local Rotarians.
 - Provide TRF with a schedule of events and list of intended outcomes.
 - Provide a brief paragraph outlining Rotarian activities.
- Sponsors are required to submit a report upon the project's completion.
 - The host club must provide a completed Individual Grant Post-Service Evaluation.
 - The applicant(s) must provide a final report upon return.
 - Failure to provide accurate and timely reports will result in barring the club from future grants until an acceptable report is received.



Application Process

Applications are accepted on a revolving basis throughout the year. However, an application should be received by TRF four months prior to anticipated departure date and must be approved eight weeks prior to scheduled departure date.

Leadership Responsibilities

District Rotary Foundation grants subcommittee chair — Certify the application as complete.

Club president — Provide a letter of endorsement for the individual(s) applying for the grant.

Resources

The Guide to Humanitarian Grants [144]

Humanitarian Grants Program [130]

Individual Grant Application [136]

The Guide to Certifying an Application [151]

Contact Information

E-mail questions or inquiries to grants@rotaryintl.org or telephone (847) 866-3000.

Matching Grants

Description

Matching Grants support Rotary clubs and districts as they address humanitarian conditions that benefit a community in need. They are international in scope and require partnership between Rotary clubs in different countries.

Criteria

- Matching Grants must adhere to the grant policies that govern all grant programs.
- TRF will provide a 1:1 match for DDF and a 0.5:1 match for cash contributions that clubs and districts have provided.
- Minor Matching Grants US\$0-\$2,000: Sponsors are required to submit a budget consisting of eligible items.
- Major Matching Grants US\$2,001-\$150,000: Sponsors are required to submit an itemized budget consisting of eligible items and produce appropriate price documentation upon request.
- Rotary clubs and districts are required to be actively involved in the implementation of the project.

Sponsors of **Minor Matching Grants US\$0-\$2,000** are required to:

- Maintain communication and dialogue for the life of the project.
- Establish a committee of at least two Rotarians to oversee the project.
- Jointly assess community needs and plan for the project before submitting the application.
- Provide a brief paragraph explaining how each club or district will work together to implement the project.

Sponsors of **Major Matching Grants US\$2,001-\$25,000** are required to:

- Undertake activities outlined in Minor Matching Grants.
- Visit the project site on as-needed basis. The international club must share information via correspondence or by visiting the project site.

Sponsors of **Major Matching Grants US\$25,001-\$150,000** are required to:

- Undertake activities outlined in Minor Matching Grants and Major Matching Grants US\$2,001-\$25,000.
- Provide information by means of a community needs assessment.
- Provide information indicating how the project is viable and will be maintained.
- Provide evidence of community involvement and ownership.

Application Process

Applications can be submitted to TRF from 1 July to 31 March. Sponsors are highly encouraged to submit the application to the district Rotary Foundation grants subcommittee for completeness and thoroughness before submission to TRF.



Leadership Responsibilities

District Rotary Foundation committee chair — Authorize use of DDF.

District Rotary Foundation grants subcommittee chair:

- Authorize the district's participation in the project.
- Certify the application as complete.

Club president — Authorize the club's participation in the project.

Resources

The Guide to Humanitarian Grants [144]

Humanitarian Grants Program [130]

Major Matching Grants Application [141]

Minor Matching Grants Application [145]

The Guide to Certifying an Application [151]

Contact Information

E-mail questions or inquiries to grants@rotaryintl.org or telephone (847) 866-3000.

New Model for Humanitarian Grants Program

	District Simplified Grants	Individual Grants	Matching Grants	
			Minor	Major
Purpose	To support the service activities or humanitarian endeavors of districts	To support the travel of individual Rotarians planning or implementing service projects	To support Rotary clubs and districts as they address humanitarian conditions that benefit a community in need	
Who can apply	Districts only. Each year districts will submit a request to utilize a percentage of their DDF.	Individual Rotarians or small groups of Rotarians	Rotary clubs	Rotary clubs and districts
Funding source	DDF	World Fund Carl P. Miller Endowment	World Fund	
Match	None	None	Foundation provides match from the World Fund <ul style="list-style-type: none"> • to DDF 1:1 • to cash contributions 0.50:1 	
Business cycle	Districts will submit a request the Rotary year prior to funds being available. Requests will be accepted 1 July to 31 March.	Applications are accepted and approved on a revolving basis. Applications are required four months before and must be approved eight weeks prior to scheduled departure date.	Applications will be accepted 1 July to 31 March. Applications will be approved from 1 August to 15 May if they are complete.	
International scope	Partnership is not required; however, it is highly encouraged if the district will be implementing projects outside of their country.	Volunteers must serve in a country other than their own at the invitation of the host Rotary club.	International partnership is required.	
Maximum award	20 percent of District Designated Fund based upon 50 percent of giving three years prior There is no minimum award.	Maximum funding based on length of stay <ul style="list-style-type: none"> 5-8 days \$1,200 9-15 days \$2,000 16-21 days \$3,000 22-30 days \$3,500 31-38 days \$3,900 39-46 days \$4,300 47-54 days \$4,700 55-60 days \$5,000 Maximum per group — \$6,000 There is no minimum award.	\$2,000	\$150,000 The minimum award is \$2,001.



	District Simplified Grants	Individual Grants	Matching Grants	
			Minor	Major
<p>Rotarian activities Please refer to grant criteria for recommended activities.</p>	<p>DISTRICT ACTIVITIES:</p> <ul style="list-style-type: none"> • Assessment of community needs and development of a project plan • Establishment of a committee of at least three Rotarians to oversee the expenditure of funds • Oversight of grant funds • Involvement in the implementation of projects • Provision of evidence of community involvement and ownership • Organization of meetings with local service providers, local officials, and/or recipients • Promotion of projects in the local media 	<p>HOST CLUB:</p> <ul style="list-style-type: none"> • Provide a letter of invitation that confirms the skill or project is needed in the community <p>INTERNATIONAL SPONSOR:</p> <ul style="list-style-type: none"> • Provide a letter of endorsement from the current club president for the Rotarian applying for the grant • Establish communication with local Rotarians • Register individuals as Rotary Volunteers • Provide The Rotary Foundation with a schedule of events and list of intended outcomes • Provide a paragraph outlining Rotarian activities 	<p>MINOR MATCHING GRANTS:</p> <ul style="list-style-type: none"> • Maintain communication and dialogue for the life of the project • Establish a committee of at least two Rotarians • Jointly assess community needs and plan the project • Provide a paragraph outlining participation <p>MAJOR MATCHING GRANTS US\$2,001-\$25,000: All of the above and</p> <ul style="list-style-type: none"> • Visit the project site on an as-needed basis (The international sponsor must share information via correspondence or by visiting the project site.) <p>MAJOR MATCHING GRANTS US\$25,001-\$150,000: All of the above and</p> <ul style="list-style-type: none"> • Provide evidence of a community needs assessment • Provide information indicating how the project is viable and will be maintained • Provide evidence of community involvement and ownership 	
<p>Reporting requirements</p>	<p>Recipients of District Simplified Grants shall submit final reports within two months of the full expenditure of grant funds. Failure to adhere to the Foundation policies and guidelines in the implementation of projects and expenditures of funds will result in the district returning misused grant funds in their entirety and being barred from receipt of future grants for a period up to five years.</p>	<p>The host club must provide a completed post-service evaluation form.</p> <p>The applicant(s) must provide a final report. Failure to provide accurate and timely reports will result in barring the club from receiving future grants until an acceptable report is received.</p>	<p>Both international and host sponsors must work together to prepare and submit interim and final reports. Sponsors are required to submit an interim report every six months for the life of the project. A final report is due two months after the project's completion. Failure to provide accurate and timely reports will result in barring the sponsors from receiving future grants until an acceptable report is received.</p>	

	District Simplified Grants	Individual Grants	Matching Grants	
			<i>Minor</i>	<i>Major</i>
Limit on number of grants	One per district per year	Maximum award to one project site of \$6,000 per activity Individual Grants will support an individual volunteer no more than two times per Rotary year.	The host sponsors are limited to five open Matching Grant projects at any given time.	
Brief overview of requirements	<ul style="list-style-type: none"> • An explanation of how Rotarians will be involved in the implementation of the project and oversight of expenditures must be provided. • For amounts above US\$25,000, payments will be made in installments based upon a spending plan. • Project must respect the wishes of the receiving community. 	<ul style="list-style-type: none"> • Applications must be submitted four months before and approved eight weeks before scheduled departure. • Maximum grant to one project site of \$6,000 per activity • Individuals must register as Rotary Volunteers. • The host club must provide a letter of invitation that confirms the skill/project is needed in the community. • The sponsoring club must provide a letter of endorsement from the current club president for the individual applying for the grant. 	<ul style="list-style-type: none"> • Project must benefit a community in need. • A significant portion of contributions must come from outside the project country. • An itemized budget and names of suppliers must be submitted. 	

Financial Stewardship for Humanitarian Grants

Description

The Rotary Foundation (TRF) awards Humanitarian Grants to clubs and districts to fund the planning or implementation of a service project. In most cases, these projects involve at least two Rotary clubs and/or districts in different countries. International projects can be rewarding but also challenging, requiring advance preparation and the collaboration of Rotarians who often differ politically, socially, economically, and culturally. Exchanging accurate project information and making the records of financial transactions as transparent as possible serve as a “common language” that engenders trust and reinforces continued participation in and support for worthy projects around the world.

True stewardship is more than just ledgers or balance sheets — it is *communication*. While stewardship is most often associated with final reports, successful fiscal management actually starts *before* a project is approved. Clubs and/or districts must devise a plan and then complete an application for a grant from TRF. Partnering Rotary clubs, through regular communication, must ensure that both are aware of the options available and costs involved in a project. It is in everyone’s interest to get the most for the money.

A critical evaluation of project plans *before* they are submitted and approved for funding will facilitate implementation and final reporting. Questions to consider for this initial assessment include:

- Have competitive quotes been provided? If not, why? Is there only one supplier of a particular good or service? If several quotes have been provided and the lowest bid is not recommended, why? Is the product or service of poor quality?
- Could some budgeted goods and services be provided or donated by Rotarians? For example, a literacy project might require books, which could be collected through a Rotary-sponsored book drive and then donated to the project.

Please note: The point of conducting such inquiries is **not** to question the judgment of local project contacts, but to ensure that all parties have considered every option for the ultimate benefit of the project.

All project participants should determine and agree upon their respective responsibilities from the project’s inception. Before submitting the grant application to TRF, for example, project sponsors should agree to maintain frequent contact with the club implementing the project, encouraging it to send regular progress reports (at least every six months). In the case of Matching Grants, at least one sponsor must take responsibility for providing the final report to TRF.

This exchange of information is essential to maintaining the interest and enthusiasm of the co-sponsoring club or district, whose members may not have the option for “hands-on” participation. Sending information and pictures to project sponsors also maintains involvement in the project and promotes a desire to participate in future efforts.

Once project funds are disbursed, the recipient club or district must carefully track expenses and provide a full accounting of how funds have been spent. Clubs must also document any unexpected but necessary expenses that deviate from the original plan. The following important steps will help institute sound fiscal policies.

Financial Requirements

- Establish a project budget that accounts for project planning, implementation, and evaluation. Separate accounts are recommended for each Humanitarian Grant project in which a club or district is engaged.



- Create a separate bank account for depositing project funds (including grants awarded). This will ensure that funds awarded and raised for a project are not mingled with funds for ongoing club operations.
- Complete final (and where required, progress) project report for Rotary Foundation. Progress reports are generally required every six months until the project is completed.
- Ensure your club's bylaws contain a provision outlining the process for making payments. The Recommended Rotary Club Bylaws (*Manual of Procedure*, www.rotary.org) indicate that all bills must be paid by checks signed by the treasurer upon vouchers signed by any two club officers.
- A thorough audit of all the club's financial transactions must be made by a certified public accountant or other qualified individual each year. Please note: For grants over US\$25,000, an independent financial review must be conducted.

Best Practices

- Ensure careful accounting of all funds collected and disbursed.
- Closely monitor project spending; record and account for budget variances.
- Issue reports for project donors and/or club members on the disposition of money raised.
- Keep precise, well-organized financial records for the benefit of succeeding club and district leaders.
- Consult an accountant to determine if a project has any tax (or other) liabilities.
- Complete an annual or semiannual accounting of a club's financial status, showing club income and expenditures. This also helps improve project processes and planning future projects.
- *If culturally appropriate*, club leadership may also want to consider "bonding" the club. As outlined in Article X, Section 3 of the Recommended Rotary Club Bylaws, bonding is a form of insurance that is purchased to indemnify one party should a person having access to funds use them for unauthorized purposes.

Resources

Humanitarian Grants Program [130]

The Guide to Humanitarian Grants [144]

The Guide to Certifying an Application [151]

See specific program handouts for additional resources.

PolioPlus

Description

The PolioPlus program provides grants for obtaining polio vaccines, mobilizing community resources, and supporting operational costs related to international efforts to immunize children, detect and track cases, and eradicate polio worldwide. By the time the world is certified polio-free, Rotary's contributions to the global polio eradication effort will **exceed** US\$600 million. In addition, millions of dollars of in-kind and personal contributions have been made by and through local Rotary clubs and districts. Of even greater significance are the hundreds of thousands of volunteers at the local level who provide support at clinics or mobilize their communities for immunization against polio. More than one million Rotarians worldwide have contributed toward the success of the polio eradication effort.

Grants are available for special eradication activities in selected countries where the government, the World Health Organization (WHO), UNICEF, Rotary, and other donor agencies have drawn up a cooperative plan showing their respective roles, support, and activities. PolioPlus and PolioPlus Partners grant proposals are submitted by WHO, UNICEF, and national or regional PolioPlus committees to fund vaccine, essential equipment, supplies, and additional social mobilization and surveillance activities specifically directed to the final stages of polio eradication. Rotarians who identify polio eradication needs should contact their national or regional PolioPlus chair.

What You Should Know

- **PolioPlus Partners** is the initiative of The Rotary Foundation of Rotary International through which all Rotarians can join in the battle to eradicate polio. The purpose of PolioPlus Partners is to help Rotarians in polio-endemic regions obtain the supplies necessary for polio eradication by targeting critical needs, including:
 - Social mobilization for National Immunization Days
 - Support for global surveillance efforts
- **Advocacy for PolioPlus** describes the Rotarian activities that communicate to leaders at global, national, and local levels the benefits of the eradication of polio so that financial, technical, and other resources required to reach this goal will be committed in time for the world to become polio-free by 2005. Through advocacy, Rotarians seek to:
 - Inform funding sources in potential donor nations of the urgency to make special contributions to the unmet needs of polio eradication programs in polio-endemic countries
 - Urge leaders in polio-endemic countries to maintain the highest possible level of routine immunization against polio and all vaccine-preventable diseases
 - Inform the general public about the benefits of polio eradication so as to obtain their support for this goal and for all programs which combat vaccine-preventable diseases

General Criteria

Contact your **national or regional PolioPlus committee** chair or the PolioPlus Partners Task Force zone coordinator.

Application Process

Contact your **national or regional PolioPlus committee** chair.



Program Success Stories

- In India, Rotarians played a major role in mobilizing over 100,000 volunteers to transport the oral polio vaccine and assist doctors, health workers, and other nongovernmental organizations during National Immunization Days (NIDs) that reached approximately 165 million children in February 2004.
- In both Bulgaria and Romania, Rotarians convinced the Roma community to participate in NIDs, despite traditional distrust of government programs.
- As a result of the efforts of Rotary International and its Foundation and those of our partners since 1985, more than two billion children have received oral polio vaccine.
- Every country in the world has held polio eradication activities, such as NIDs or sub-NIDs, even in the most difficult circumstances.

Resources

PolioPlus Partners Task Force members

National PolioPlus committee chairs (For information about specific polio eradication activities in a polio-endemic country)

RI Web site, featuring PolioPlus: www.rotary.org

PolioPlus Partners program's Open Projects List (Available from PolioPlus Partners Task Force members, RI's Web site, or from RI World Headquarters)

Faxback system: (800) 510-8726 (North America only)

Open Projects List short form (catalog of current needs): #619

PolioPlus Partners remittance form (to submit with contributions): #617

PolioPlus: The Race to Reach the Last Child video [316]

Rotary: Means to Polio's End Global Television PSAs [350]

PolioPlus Headliner Kit [322]

PolioPlus Brochure [323]

PolioPlus Partners Brochure [344]

Leadership Responsibilities

District governor:

- Allocate *SHARE* funds to support PolioPlus or PolioPlus Partners.
- Organize and conduct an educational session about PolioPlus at the district conference.
- Promote 100 percent participation in the PolioPlus Partners program by all clubs in the district.

Club president:

- Conduct educational programs about PolioPlus during Rotary Foundation Month (November).
- Ensure that the club participates in a PolioPlus Partner's project.

Contact Information

E-mail questions and inquiries to polioplus@rotaryintl.org or telephone (847) 866-3343.

Ambassadorial Scholarships

Description

Ambassadorial Scholarships is the oldest program of The Rotary Foundation — a tradition of excellence dating to 1947. Contributions from Rotarians around the world currently support on average 1,000 scholars from approximately 60 different countries for study in another country every year. These generous contributions are an investment in today's students. They represent Rotary's faith that these promising scholars will become tomorrow's leaders and will make substantial contributions both to their communities and to the world.

To make sure Rotary's investments are good ones, Rotarians must cultivate "ambassadors of goodwill." This is done through careful attention to four basic elements: selection, orientation, hosting, and alumni relations. In carrying out their responsibilities in these four areas, Rotarians are reminded to consider how best to achieve the following program objectives and support the Foundation's mission to further international understanding and world peace by

- Increasing awareness and respect for cultural differences by sending ambassadors of goodwill to study in another country
- Instilling in scholars the Rotary ideal of Service Above Self through active participation in Rotary service projects
- Encouraging scholars to dedicate their personal and professional lives to improving the quality of life for the people of their home community and country
- Developing leaders who can address the humanitarian needs of the world community
- Impacting all areas of the world through a balanced geographical distribution of scholars
- Encouraging Rotarians worldwide to increase the educational opportunities for scholars from low-income countries
- Fostering a lifelong association between Rotary and its scholars

What You Should Know

Scholarship Types: Ambassadorial Scholarships currently available through The Rotary Foundation for program year 2005-06 include:

- **Academic-Year Ambassadorial Scholarship:** covers transportation, tuition, fees, and room and board for one academic year of study in another country (up to US\$25,000)
- **Multi-Year Ambassadorial Scholarship:** defrays the costs of degree-oriented study in another country for two years (US\$12,500 annually)
- **Cultural Ambassadorial Scholarship:** covers three or six months of intensive language training and cultural immersion in another country (up to US\$12,000 for 3 months or US\$19,000 for 6 months)

NOTE: Scholarships Fund Pool for Low-Income Countries: A *SHARE* District Designated Fund (DDF) donation option is available to allow districts to allocate DDF to a Scholarships Fund Pool for Low-Income Countries. From this pool, scholarships are awarded to candidates from low-income countries on a world-competitive basis. All districts (including low-income districts) are encouraged to contribute any amount of DDF to this fund pool to reach the goal of 20 scholarships annually for candidates from low-income districts.



Application Process

Application Step	Dates
Application materials distributed to districts	October
Districts distribute applications and scholarship availability information to clubs	November — February
Applications due to clubs from scholarship applicants	Deadline set by clubs in accordance with district deadline — generally no earlier than March and no later than 15 July
Club-endorsed applications due to districts	Deadline set individually by districts
District-endorsed applications due at World Headquarters	1 October
Applicants approved by the Trustees will receive confirmation	15 December

Resources

Ambassadorial Scholarships Leaflet [132]

Ambassadorial Scholarships Application [139]

Program Guide for Rotarians: Ambassadorial Scholarships and Rotary Grants for University Teachers [012]

Ambassadorial Scholarships Program — Investing in World Peace video [432]

Primed for Flight: Ambassadorial Scholar Orientation video [024]

Ambassadorial Scholar Handbook [133]

Your Ambassadorial Scholarships coordinator at RI World Headquarters

The Ambassadorial Scholarships pages on the RI Web site: www.rotary.org

Contact Information

E-mail questions and inquiries to scholarshipinquiries@rotaryintl.org or telephone (847) 866-4459.

Rotary Centers for International Studies

Description

The Rotary Foundation has taken a bold and critical step in its commitment to world understanding and peace with the establishment of the Rotary Centers for International Studies in peace and conflict resolution. As Rotary's major educational priority going into the new millennium, the Rotary Centers for International Studies will provide opportunities for scholars to focus on dealing effectively with the obstacles that impede international cooperation and peace. Through partnerships with outstanding universities throughout the world, the Rotary Centers will advance knowledge on issues of peace and conflict resolution among the next generation of community and world leaders.

What You Should Know

- The scholars who study at the Rotary Centers are known as Rotary World Peace Scholars. Each year, every Rotary district has the opportunity to submit one candidate for consideration in a world competition for one of up to 70 Rotary World Peace Scholarships.
- Up to 70 Rotary World Peace Scholars are selected to study in a two-year master's-level degree program focused on international relations, peace studies, and conflict resolution.
- Funding the Rotary World Peace Scholars is a global Rotary effort. All districts are encouraged to contribute District Designated Funds (DDF) to support the Rotary World Peace Scholarships and to seek out and endorse a qualified scholarship candidate from their area.

Resources

Rotary World Peace Scholarship Application [083]

Rotary World Peace Scholarships Leaflet [084]

Rotary Centers for International Studies Folder [086]

Rotary Centers for International Studies video [089]

Rotary Centers for International Studies Program Guide for Rotarians [085]

Rotary World Peace Scholar Handbook [087]

Application materials are available for download from the RI Web site at www.rotary.org.

Contact Information

E-mail questions and inquiries to rotarycenters@rotaryintl.org or telephone (847) 866-3329.

"By gathering some of the world's brightest and most motivated students to study peace issues, The Rotary Foundation is demonstrating its leadership role and making a difference in world affairs."

— Donald Bobiash, Counselor, Deputy Director, South Asia Division, Canadian Department of Foreign Affairs and International Trade, 1982-83 Rotary Scholar



Group Study Exchange

Description

The Group Study Exchange (GSE) program is a unique cultural and vocational exchange opportunity for young business and professional men and women in their initial years of professional life. The program provides grants for teams of four non-Rotarian team members and one Rotarian team leader to travel between paired Rotary districts in different countries. Teams spend four to six weeks studying their host country's institutions and culture, observing their own professions in that country, and developing friendships with hosts.

What You Should Know

- **One GSE** per district every two years may be applied for through the World Fund.
- **SHARE GSE:** A second GSE may be applied for through *SHARE* DDF at a cost of US\$11,000.
- **GSE variations:** Districts are encouraged to be creative in determining the types of exchanges they will hold. Some variations on the traditional GSE are:
 - **Special focus GSE:** Has a single focus, such as drug abuse prevention or a Matching Grant project recently completed by the sponsor district. Team members are professionals consistent with the GSE's focus.
 - **Humanitarian GSE:** Districts select team members with expertise to identify humanitarian projects in the district to be visited. Upon return, they assist sponsor clubs to develop TRF grant proposals or World Community Service projects.
 - **Cultural GSE:** Team members have cultural talents such as art, music, or museum experience.
 - **GSE with a Non-Rotary Country:** With Trustee approval, districts may use DDF to allow a GSE team from a non-Rotary country to participate.
 - **Neighboring Country GSE:** A reduced *SHARE* DDF exchange between two districts that have a common border or exist in close proximity.
- **Additional Team Members:** Up to two additional non-Rotarian team members may be added to the team through an allocation of *SHARE* DDF.
- **Team member eligibility:** Team member applicants must be 25 to 40 years of age, live or work in the sending district, and be employed full-time in a recognized business or profession. Married couples are not allowed to participate on the same GSE team.
- **Team leader eligibility:** Team leaders may not include district governors, district governors-elect, or immediate past district governors. Past district governors may serve as team leaders, provided that there has been an open selection process and where special requirements of the exchange, such as language skills, result in the past district governor being chosen as the best qualified candidate. Spouses may not accompany team leaders.
- **Vocation days:** The host district is responsible for providing at least 20 vocational days per team (five vocational study days per team member, tailored to match his/her profession).
- **GSE subsidies and grants:** Primary awards include least expensive round-trip transportation between districts, a subsidy of up to US\$500 for the team's participation at your district conference, and a grant of up to \$1,000 for language training. Additional World Fund subsidies are available for internal travel in low-income districts and district conference participation by team members. Districts may also allocate *SHARE* DDF for orientation and additional language training for teams.



Application Process

Dates	Application Step
July-August	Applications sent to districts
1 October	Applications due at World Headquarters
January	Districts receive confirmation of pairing(s)
May	Team member and team leader applications sent to districts

Resources

Group Study Exchange Program Guide for Rotarians [165]

Group Study Exchange Team Handbook [164]

Group Study Exchange Brochure [160]

Group Study Exchange Team Leader Application [260]

Group Study Exchange Team Member Application [161]

Group Study Exchange District Application [167]

Your GSE coordinator at RI World Headquarters

The Group Study Exchange pages on the RI Web site: www.rotary.org

Contact Information

E-mail questions or inquiries to gse@rotaryintl.org or telephone (847) 866-3330.

Rotary Grants for University Teachers

Description

Rotary Grants for University Teachers are awarded to higher education faculty to teach at universities or colleges of their choice in developing countries (other than their own). The program fosters international understanding and development while strengthening higher education in low-income countries. It blends two of Rotary's most important emphases — education and volunteer service.

Through its *SHARE* options a Rotary district may award grants of US\$12,500 or \$22,500 to a higher education faculty member as described above. The field taught must have practical use to the people of the host country and contribute to the socioeconomic development of that country. While in the host country, the teacher steps outside the classroom to serve the community in a variety of ways, such as laying the groundwork for a drug abuse prevention program or counseling AIDS patients.

What You Should Know

- **Rotarians and non-Rotarians are eligible** to receive a University Teacher Grant, provided they have three years of full-time teaching experience in higher education. Rotarians are eligible to receive funds for this program because they are providing a service.
- **Recruitment** of university teachers is quite different from that of scholarship recipients. Districts that have had success in identifying qualified and motivated grant recipients have directly contacted university and college departments and administrators to promote the opportunity to their faculty.
- **NEW: Donated University Teacher Grant** — Districts in low-income countries have expressed an interest in receiving University Teachers in their communities, but have wondered how they can communicate their need to other districts. Districts in low-income countries should be aware that they have the option of bringing a University Teacher to serve at a local university by “donating” a University Teacher Grant to another district. The “donating” district pays for the grant through the District Designated Fund, and the partner district recruits a professor who can address specific teaching needs in the donating district.

Application Process

Application Step	Dates for Submission
Application materials distributed to districts	November
Districts distribute applications and grant availability information to clubs	December — February
Applications due to clubs from applicants	Deadline set by clubs in accordance with district deadline — generally no earlier than March and no later than 15 July
Club-endorsed applications due to districts	Deadline set individually by districts
District-endorsed applications due at World Headquarters	1 October
Applicants approved by Trustees will receive confirmation	15 December



Resources

Rotary Grants for University Teachers Leaflet/Application [193]

Rotary Grants for University Teachers Handbook [191]

Program Guide for Rotarians: Ambassadorial Scholarships and Rotary Grants for University Teachers [012]

Contact Information

E-mail questions and inquiries to scholarshipinquiries@rotaryintl.org or telephone (847) 866-4459.

Alumni Relations

Description

The objective of the Foundation's Alumni Relations program is to cultivate alumni as effective advocates of Rotary Foundation programs, to provide additional volunteers for district/club projects and activities, as a resource for Rotary club membership, and as a source of potential donors to The Rotary Foundation.

Highlights

Objectives for district Alumni Relations efforts:

- Develop and circulate a current, accurate district alumni directory or database.
- Feature alumni at your district conference.
- Support selection of alumni for Rotary club or Rotaract club membership.
- Create an alumni news bulletin and/or electronic bulletin board for alumni programs/activities.
- Start an alumni speakers/performers bureau.
- Organize a district or regional alumni association.
- Keep clubs informed of availability of alumni as a resource for programs and activities.
- Ask alumni to contribute to The Rotary Foundation.
- Appoint alumni instructors for inbound/outbound scholar or GSE orientation programs.
- Invite alumni to serve as advisors to district scholarships/GSE selection committees.
- Enlist help of alumni to identify future program participants.
- Encourage alumni to participate in the Rotary Volunteers program or serve as a University Teacher, as appropriate.
- Organize alumni reunions in your district.
- Involve in major gift solicitation.
- Encourage alumni to speak about their Rotary experience to other service organizations and church groups.
- Have alumni serve as mentors for Interact and/or Rotaract members.

Foundation Alumni

- Are the more than 85,000 people who have received program awards from the Foundation since 1947
- Include Ambassadorial Scholars, Group Study Exchange team leaders and members, Rotary Volunteers, recipients of Grants for University Teachers and Carl P. Miller Discovery Grants, and recipients of Individual Grants
- Are talented, committed individuals who know Rotary well and who share our vision of furthering world understanding and peace
- Are available to speak at Rotary functions or to participate in Rotary programs



- Receive *REConnections*, their publications link to Rotary and alumni programs, activities, and events at international and district levels
- Are an excellent resource for presenting the message of the Foundation; they provide the “human face” of Rotary programs and a sense of commitment to the world community that will help to generate Rotarian support
- Can also serve as additional volunteers for district/club projects and activities and are a potential source for Rotary club membership
- Are an important, potential resource for financial support of The Rotary Foundation

Important Dates & Events

November

- *REConnections* mailed
- Use Foundation alumni (excellent Foundation program advocates) as speakers for club meetings

June/July

- Mailing of the Global Alumni Service to Humanity Award brochures and applications to districts
- Global Alumni Service to Humanity Award presented at RI Convention

September

- Global Alumni Service to Humanity Award nominations due at The Rotary Foundation

October

- Trustees select Global Alumni Service to Humanity Award winner

Resources

Alumni Subcommittee section of *The District Rotary Foundation Committee Manual* [300]

REConnections, annual news bulletin for Foundation alumni

REConnections Online at www.rotary.org

Contact Information

E-mail questions and inquiries to alumni@rotaryintl.org; telephone (847) 866-3379; fax: (847) 491-9364

Annual Programs Fund

Description

Annual giving is the cornerstone of The Rotary Foundation's funding efforts. The Annual Programs Fund finances your district's participation in TRF's international projects. To achieve your district's Annual Programs Fund goals, ask *Every Rotarian* to make a contribution to the Annual Programs Fund *Every Year*.

Highlights

The primary objectives of TRF's annual giving efforts:

- Establish a pattern of annual giving to the Annual Programs Fund from Every Rotarian, Every Year, possibly leading to major outright and/or estate gifts.
- Attract, inform, and involve potential contributors.
- Maximize contributions to TRF to support Rotarians' international service.
- Encourage participation in club and district TRF-sponsored programs.
- Expand Rotarians' understanding of the direct link between contributions to the Annual Programs Fund and international projects.

What You Should Know

- The Annual Programs Fund is the key to TRF's role today.
- The three-year funding cycle: contributions raised in 2004-05 will fund programs in 2007-08.
- The Rotary Foundation Trustees have approved a goal of US\$100 per capita giving by 2005.
- Through *SHARE*, 50 percent of gifts are returned to districts directly through the District Designated Fund (DDF); the other 50 percent is returned to districts through Humanitarian Grants and provide a GSE for every district, every other year, through the World Fund.
- Annual Programs Fund gifts count toward recognition as Rotary Foundation Sustaining Members (minimum annual contribution US\$100), Paul Harris Fellows, Multiple Paul Harris Fellows, and Major Donors.
- Annual Programs Fund gifts come typically from discretionary income (cash, credit card gifts, stocks); capital assets are also accepted.
- The history of annual giving is an important vehicle for identifying and cultivating prospects capable of contributing major and planned gifts.
- Annual giving has been a source of funding for TRF programs since 1957.



Important Dates & Events

Date	Event
November	Rotary Foundation Month
31 December	Contributions deadline for the calendar year
30 June	Contributions deadline for the fiscal year

Leadership Responsibilities

District governor and annual giving subcommittee chair:

- Ensure that every Rotarian in the district is asked to make a contribution to the Annual Programs Fund every year.
- Work with the district governor-elect and immediate past district governor to obtain the goal of US\$100 per capita endorsed by the 2001 Council on Legislation for the Annual Programs Fund by 2005. If the district is already at \$100 per capita or more, consider a percentage increase. If the district is less than \$100, consider ways to reach that level. Ensure that all clubs set an Annual Programs Fund goal in support of the district and worldwide annual giving goal.
- Seek at least one Major Donor challenge gift to the Annual Programs Fund per district to encourage Rotarians in a club or district to achieve the Annual Programs Fund goal.
- Monitor reports to ensure that clubs are working to achieve their Annual Programs Fund goal and the district's goal.
- Lead by example: Make your annual gift to the Annual Programs Fund.

Resources

Every Rotarian, Every Year Club Success Kit [958]

Every Rotarian, Every Year Rotary Foundation Sustaining Member Badge Stickers [956]

Every Rotarian, Every Year Poster [959]

A Guide to Annual Giving [142 – to be revised in 2004]

Two Needs, Two Ways of Giving [173]

Donor Recognition Booklet [189]

Annual Programs Fund video [122]

Paul Harris Fellows: Doing Good in the World video [120]

The Rotary Foundation: Be A Part of It video [131]

The Rotary Foundation: The International Vision of Rotary video [065]

You Make the Difference video [067]

The District Rotary Foundation Committee Manual [300]

The Rotary Foundation Contribution Envelope/USA [095-US]

The Rotary Foundation Contribution Envelope/Canada [095-CAN]

Monthly Contribution Reports [available through Member Access on Web site]

Club Recognition Summary Reports [available through Member Access on Web site]

District Rotary Foundation committees

Rotary Foundation alumni

Rotary Foundation staff

Contact Information

Annual Giving director: (847) 866-3046

Annual Giving administrative specialist: (847) 866-3137

Development Services supervisor: (847) 866-3369

Every Rotarian, Every Year: (847) 866-3352

Fax: (847) 328-5260

E-mail: everyrotarianeveryyear@rotaryintl.org

TRF-Direct Donations e-mail: trfdirect@rotaryintl.org

Permanent Fund

Description

The Permanent Fund is an endowment, invested in perpetuity, with a spending portion that benefits The Rotary Foundation (TRF) programs annually. These funds will provide an increased and predictable means of financial support for TRF's educational and humanitarian programs and will ensure TRF's ability to meet urgent human needs in the future. A goal of US\$500 million has been set for 2005, Rotary's 100th anniversary. A target of \$1 billion has been set for 2025. All Rotarians are encouraged to become a Benefactor by naming The Rotary Foundation Permanent Fund as a beneficiary of their final estate plans. Outright gifts also build the value of the Permanent Fund and often come in the form of major gifts from donors' capital assets.

Highlights

Gifts to the Permanent Fund

- Reflect the importance of Rotary in one's life and will enable donors to continue supporting the work of TRF even after their lifetime
- Complement lifetime annual giving by generating program support in perpetuity
- Consist primarily of testamentary gifts, life income agreements, and contributions of capital assets
- Will permit TRF to expand existing programs and create new programs for generations to come

Personalized Permanent Fund Gifts

Donors may establish Named Funds within the Permanent Fund, in either their own names or that of a loved one they wish to memorialize. Donors or representatives will receive an annual report from TRF on the investment performance and program support of their fund. Earnings from a gift of

- US\$25,000 (minimum) will establish a Named Fund that will provide general support to The Rotary Foundation's programs
- US\$50,000 (minimum) may be designated to support an approved TRF program (e.g., Matching Grants)
- US\$150,000 (minimum) will establish a Named Fund to support a project within an approved TRF program (e.g., an Academic-Year Ambassadorial Scholarship for a specific Rotary district)

Leadership Responsibilities

District governor and district Permanent Fund chair:

- Increase major gifts to the Permanent Fund in your district (see section on "Major Gifts").
- Work with Rotary clubs to help them achieve their Benefactor and Bequest Society goals.
- Make your own Benefactor commitment to the Permanent Fund.
- Consider becoming a Bequest Society member.



Resources

Two Needs, Two Ways of Giving [173]

Securing the Future — Your Bequest to The Rotary Foundation [183]

Benefactor Commitment Card [149]

Invitation to the Bequest Society [097]

Bequest Society Membership Card [098]

Named Funds [110]

Life Income Gifts [109]

Pooled Income Fund [154]

Gifts of Life Insurance [152]

Donor Advised Fund Leaflet [382]

Contact Information

Director of Planned and Major Gifts: (847) 866-4458

Fax: (847) 328-4101 or (847) 328-5260

E-mail: funddevelopment@rotaryintl.org

Major Gifts & Major Donor Recognition

Description

Major gifts are gifts of at least US\$10,000 made to The Rotary Foundation (TRF). All outright contributions, irrevocable life income agreements, and bequest gifts (upon receipt of the proceeds) at or above this level qualify as major gifts. Pledges are also accepted for gifts of \$10,000 or more and may be paid over a period of up to three years. TRF appreciates the opportunity to thank donors publicly for their generous contributions. Such public appreciation often encourages others to consider similar gifts. TRF also respects donors' requests for anonymity.

Highlights

- Major gifts to both the Annual Programs Fund and the Permanent Fund are encouraged.
- A major gift to the Annual Programs Fund can serve as challenge gift to a Rotary club or district and assist in achievement of the Annual Programs Fund goal.
- Donors may establish a Named Fund within the Permanent Fund for gifts of US\$25,000 or more (see previous section on Permanent Fund giving for additional information).
- Donors may transfer assets and still retain an income for life (charitable remainder trusts, charitable gift annuities, and pooled income funds) when local laws permit this type of arrangement.
- Donors may direct the spending portion of their Permanent Fund gifts to either the *SHARE* system or World Fund to be spent where the need is greatest as determined by the Trustees.

What You Should Know

- TRF has gift acceptance procedures providing clear guidelines for those Rotarians electing to use publicly traded securities, closely held stock, real estate, and tangible personal property as ways of giving to the Foundation.
- TRF also has approved guidelines to accept, manage, and serve as trustee for gifts that provide a life income to the donor(s): pooled income funds, charitable gift annuities, and charitable remainder trusts. Illustrations depicting income and estate tax consequences for gift transfers used to fund such life income gifts are available on request.

Leadership Responsibilities

District governor, district Foundation chair, Foundation subcommittee chairs:

- Hold a recognition event.
- Recognize Major Donors and Bequest Society members at every Rotary gathering.
- Consider making your own major commitment to TRF.

District Permanent Fund chairs:

- Identify those who may have the financial capacity and the interest to consider making a major gift to TRF.
- Cultivate major gift prospects through continued contact, involvement in Foundation events and committees, and discussions about their giving interests.



- Solicit prospects for a major gift, or identify another appropriate Rotary leader or staff member to solicit the prospect.
- Plan recognition and stewardship events in coordination with the district governor and district Foundation chair.

Resources

Major Donor Recognition Reports

Securing the Future — Your Bequest to The Rotary Foundation [183]

Named Funds [110]

Life Income Gifts [109]

Publicly Traded Securities [175]

Pooled Income Fund [154]

Gifts of Life Insurance [152]

Donor Advised Fund Leaflet [382]

Contact Information

Major Gifts Officers:

Zones 23, 24: (847) 866-3456

Zones 22, 25, and 26: (847) 866-3190

Zones 27-30: (847) 866-3220

Zones 31-34: (847) 866-4450

E-mail: funddevelopment@rotaryintl.org

Planned Giving officer: (847) 866-3100

E-mail: funddevelopment@rotaryintl.org

Bequest Society

Description

The Rotary Foundation Trustees approved the creation of a Rotary Foundation Bequest Society in 1999. Membership occurs when an individual or couple include The Rotary Foundation (TRF) in their estate plan for a minimum of US\$10,000 and notify TRF. There are six levels of Bequest Society recognition.

Highlights

- Recognizes those with the generosity and foresight to include TRF in their estate plans
- Encourages the active support and participation of bequest donors through increased communication and information about TRF programs with staff, Trustees, and volunteers
- Stimulates an increased pattern of giving through bequests to support the Permanent Fund and enhances the quality and quantity of programs

What You Should Know

- To be recognized, a donor must complete a *Bequest Society Membership Card* and send it to TRF.
- The following commitment types of US\$10,000 or more are eligible for Bequest Society membership:
 - Bequests
 - Whole and Universal Life Insurance
- Term Life Insurance does not qualify for Bequest Society.
- Cash and other outright contributions of US\$10,000 or more receive Major Donor Recognition.
- Spouses are invited to join the Bequest Society but do not automatically qualify. For a spouse to be recognized, “Joint Bequest” must be specified on the *Bequest Society Membership Card*.
- TRF urges those wishing to leave a bequest to TRF to seek professional legal and/or financial advice.

Levels of Recognition

When an individual or a couple has included TRF in their estate for a minimum of US\$10,000, a single size Bequest Society Crystal will be given. A Diamond Circle Pin corresponding to the appropriate contribution range identified below will also be given.

Level	Commitment Range	Recognition Items
Level 1	US\$10,000-\$24,999	One-Diamond Pin plus Bequest Society Crystal
Level 2	US\$25,000-\$49,999	Two-Diamond Pin plus Bequest Society Crystal
Level 3	US\$50,000-\$99,999	Three-Diamond Pin plus Bequest Society Crystal
Level 4	US\$100,000-\$499,999	Four-Diamond Pin plus Bequest Society Crystal
Level 5	US\$500,000-\$999,999	Five-Diamond Pin plus Bequest Society Crystal
Level 6	US\$1,000,000	Six-Diamond Pin plus Bequest Society Crystal



- Diamond Circle Pins reflect the combined total from personal outright contributions as well as bequest commitments.
- Crystal recognition will remain separate and reflects the total given under each respective Major Donor and Bequest Society recognition program.

Leadership Responsibilities

District governor, district Foundation chair, all district Foundation subcommittee chairs:

- Lead by example: Become a Rotary Foundation Bequest Society member.

Resources

Bequest Society Membership Card [098]

Invitation to the Bequest Society [097]

Securing the Future — Your Bequest to The Rotary Foundation [183]

Gifts of Life Insurance [152]

Planned Giving in Canada [045]

The Bequest Society pages on the RI Web site: www.rotary.org

Contact Information

Planning Giving officer: (847) 866-3100

Fax: (847) 328-5260

E-mail: funddevelopment@rotaryintl.org

Development Services and Recognition

Description

Development Services performs a variety of customer service functions in direct, extensive contact with donors and their club and district officers in assigned geographical territories. Development Services is responsible for tracking contributions to The Rotary Foundation (TRF) and providing recognition for them.

Highlights

- **Rotary Foundation Sustaining Member:** An individual who contributes US\$100 or more per year to the Annual Programs Fund.
- **Paul Harris Fellow:** An individual who contributes or in whose name is contributed US\$1,000 to the Annual Programs Fund. Each Paul Harris Fellow is presented with a commemorative certificate, pin, and medallion.
- **Multiple Paul Harris Fellow:** For additional gifts totaling US\$1,000 or more, a Paul Harris Fellow is recognized as a Multiple Paul Harris Fellow; may also choose to honor someone else as a Paul Harris Fellow with their Foundation Recognition appreciation points; and is eligible to receive a Multiple Paul Harris Fellow pin with additional sapphire or ruby stones.
- **Benefactor:** An individual who informs TRF in writing that he or she has made provisions in a will or other estate plan naming TRF as a beneficiary; or anyone who makes an outright gift of US\$1,000 or more to TRF's Permanent Fund. Benefactors are presented with a commemorative certificate and an insignia that may be attached to a Rotary or Paul Harris Fellow pin.
- **Major Donor:** An individual or couple whose cumulative personal contributions total US\$10,000 or more. Major Donors receive a letter of appreciation from the RI president and are presented with a personally engraved crystal piece and a Diamond Circle Pin. The crystal and pin reflect one of six Major Donor levels:

Level 1	US\$10,000-\$24,999
Level 2	US\$25,000-\$49,999
Level 3	US\$50,000-\$99,999
Level 4	US\$100,000-\$499,999
Level 5	US\$500,000-\$999,999
Level 6	US\$1 million and above

Donors whose cumulative contributions exceed US\$250,000 may have their photograph permanently displayed in the Arch Klumph Gallery of Foundation Donors at RI World Headquarters in Evanston, Illinois, USA.

- **Bequest Society:** An individual or couple who have made commitments in their estate plans totaling US\$10,000 or more. Bequest Society members are presented with an engraved crystal piece (one size) and a Diamond Circle Pin reflecting one of six levels.

Major Donors and Bequest Society members are listed in the Salute to Donors, published annually.



What You Should Know

- All Rotarians are encouraged to become Rotary Foundation Sustaining Members. Because contributions are spent in full, they must be continually replenished.
- Sustaining Member contributions count toward the accumulation of Paul Harris Fellow, Multiple Paul Harris Fellow, and Major Donor recognition.
- All Rotarians are encouraged to become Benefactors by naming TRF as a beneficiary in their estate plans or contribute an outright gift of US\$1,000 or more to the Permanent Fund.

Important Dates Not Included in the Contribution Report Schedule

Date	Action
Mid-October	Top three club banners (six total) for the Rotary year are sent to current district governors; 100% Rotary Foundation Sustaining Member club banners for the Rotary year are also sent to current district governors.
31 December	End of calendar year. All gifts must be received by 31 December to receive tax receipts for the calendar year.
May/June	Busiest time of the Rotary year for Development Services. Paul Harris Fellow Recognition processing is quoted at six weeks. Clubs should submit recognition requests early to ensure timely processing.
30 June	End of fiscal year. All gifts must be received by 30 June to be counted for the current Rotary year.

Leadership Responsibilities

District governor:

- Distribute top Annual Giving banners in mid-October.
- Monitor Monthly Contribution Reports to gauge district's giving in relation to the Annual Giving goal.

All district and club leaders:

- Encourage clubs to send contributions well in advance of June and December deadlines to ensure gifts are credited properly.
- Examine Club Recognition Summary Reports and e-mail corrections and updates to everyrotarianeveryyear@rotaryintl.org.
- Club presidents and club secretaries may also update member information via the Member Access feature at www.rotary.org.
- Take advantage of your Paul Harris Fellow presentations by thanking the donors and encouraging other members to contribute.

Resources

Appreciation/Contribution Form [123]

Recognition Transfer Request Form [102]

Multiple Donor Form [094]

Donor Recognition Booklet [189]

Multiple Paul Harris Fellow Guidelines (available from Development Services)

Benefactor Commitment Card [149]

Securing the Future — Your Bequest to The Rotary Foundation [183]

Bequest Society Membership Card [098]

Invitation to the Bequest Society [097]

Instructions on How to Read the Club Recognition Summary (available from Development Services)

Contact Information

Development Services: (847) 866-3352

E-mail: everyrotarianeveryyear@rotaryintl.org

Major Donor coordinator: (847) 866-3057

E-mail: majordonorcoord@rotaryintl.org

Benefactor/Bequest Society coordinator: (847) 866-3202

E-mail: benefactor@rotaryintl.org

