

THE ROTARY FOUNDATION  
**REFERENCE  
GUIDE**

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All figures are in U.S. dollars.

# THE ROTARY FOUNDATION

The mission of The Rotary Foundation is to enable Rotary members to advance world understanding, goodwill, and peace through the improvement of health, the support of education, and the alleviation of poverty. The Foundation is a not-for-profit corporation supported solely by voluntary contributions from Rotary members and friends of the Foundation who share its vision of a better world. This support is essential to make possible projects, funded with Foundation grants, that bring sustainable improvement to communities in need.



# POLIOPLUS

Polio eradication is Rotary's top philanthropic priority. Rotary launched the PolioPlus program in 1985. In 1988, when Rotary began working with its partners in the Global Polio Eradication Initiative, there were more than 350,000 polio cases in over 125 countries. Since then, more than 2.5 billion children have been immunized against polio, and the incidence of polio has decreased 99.9 percent.

As of 2017, Rotary's contributions to the global polio eradication effort, with matching funds from the Bill & Melinda Gates Foundation, exceeded \$1.7 billion.

## POLIOPLUS GRANTS

PolioPlus grants fund global polio eradication efforts in countries where polio is endemic and those at risk for the disease. Grants support immunization campaigns and monitoring of poliovirus transmission.

PolioPlus grants are funded from the general PolioPlus Fund and District Designated Fund contributions.

Grant proposals are submitted primarily by major implementing partner agencies, such as the World Health Organization and UNICEF, or by national PolioPlus committee chairs (listed in Rotary's Official Directory). Foundation Trustees consider PolioPlus grant requests at regularly scheduled meetings.

## POLIOPLUS PARTNERS GRANTS

PolioPlus Partners grants support urgent social mobilization and surveillance projects, which are submitted by PolioPlus committee chairs in high-priority countries. The grant applications are considered on a rolling basis and are funded from the general PolioPlus Fund.

## POLIOPLUS RESOURCES

- [End Polio Now newsletter](#): Updates and news about polio eradication efforts, published every other month
- [End Polio Now poster \(941-EN\)](#): Features the End Polio Now logo and graphics
- [End Polio Now pins \(988\)](#): Lapel pins with the End Polio Now logo
- [End Polio Now: Countdown to History brochure \(944-EN\)](#): Infographics that explain the Bill & Melinda Gates Foundation's 2-to-1 fundraising agreement with Rotary
- [Top 5 Reasons to Eradicate Polio flier \(943-EN\)](#): Features the top reasons to achieve a polio-free world
- [Top 5 Reasons to Eradicate Polio poster \(945-EN\)](#): Features the top reasons to achieve a polio-free world

For more information and resources, visit [endpolio.org](http://endpolio.org).

# ROTARY PEACE FELLOWSHIPS

Rotary Peace Fellowships enable individuals to pursue either a graduate degree in peace-related fields such as international development, peace studies, or conflict resolution, or a professional development certificate in peace and conflict studies, at one of the six Rotary Peace Centers.

Fellowships cover transportation, tuition, qualified internships, room and board, and other limited expenses for the duration of the program. Fellowships are supported by a pool of funds contributed by districts from their District Designated Fund, through term gifts, Rotary's Endowment Fund, and the World Fund.

Districts can submit an unlimited number of qualified applications at no cost by 1 July for world-competitive selection. Applicants must submit their applications to their district by 31 May, which gives the district time to review the application, interview the applicant, and submit the endorsement forms to The Rotary Foundation. Up to 50 master's degree and 50 professional development certificate fellows are selected annually. Trustee-approved applicants are notified by 15 November.

## ROTARY PEACE FELLOWSHIPS RESOURCES

- **Peace in Action:** Newsletter with updates and news about Rotary Peace Fellowships, published every other month
- **Rotary Peace Centers Fellowships brochure (084-EN):** General information about the program and fellowships for potential candidates
- **Rotary Peace Centers: Making Peace a Reality brochure (850-EN):** Overview of the Rotary Peace Centers and available naming opportunities
- **Rotary Peace Centers pins (089-MUP):** Lapel pins with dove and Rotary logo
- **Become a Peacebuilder District:** Learn how districts can support peace fellowships

For more information and resources, visit [rotary.org/peace-fellowships](https://rotary.org/peace-fellowships).

# GRANTS

The Rotary Foundation offers grants that support a wide variety of projects, scholarships, and training undertaken by Rotary members around the world.

## DISTRICT GRANTS

District grants are block grants that enable clubs and districts to address immediate needs in their communities and abroad. Districts may request up to 50 percent of their District Designated Fund for one grant annually (see Annual Fund-SHARE on page 8) to support district- and club-sponsored activities, including vocational training teams, scholarships, humanitarian service projects, and cultural exchanges that align with the Foundation's mission.

## GLOBAL GRANTS

Global grants offer clubs and districts opportunities to participate in strategically focused, high-impact activities. These grants fund large-scale international humanitarian projects, vocational training teams, and graduate and postgraduate scholarships that have sustainable, measurable outcomes in one or more of Rotary's areas of focus (see page 5). Activities may be carried out individually or in combination; for example, one grant may support a vocational training team and a related humanitarian project.

Sustainability means different things to different organizations. For The Rotary Foundation, sustainability means providing solutions to community needs in such a way that the benefiting community can maintain the activities after grant funding ends.

Global grant projects must have a minimum total budget of \$30,000. This includes the World Fund award (minimum \$15,000, maximum \$200,000), which is based on a 100 percent match of District Designated Fund allocations or a 50 percent match of cash contributions from the sponsors.\* All global grants must be sponsored by two clubs or districts: a host sponsor in the country where the activity takes place and an international sponsor outside that country.

When planning a global grant project, sponsors should conduct a thorough [community assessment](#) that explores the pressing concerns in the project location as well as the club and community resources available to address them. Connect with local Rotarian and Rotary alumni experts who can offer valuable guidance early in the planning process.

\*[The Rotary Foundation funding model](#) requires global grant sponsors to add 5 percent to their global grant cash contributions to pay the expenses associated with processing those donations.

## AREAS OF FOCUS

All projects, scholars, and vocational training teams funded by global grants work toward specific goals in one or more of the Foundation’s six areas of focus:

- Peace and conflict prevention/resolution
- Disease prevention and treatment
- Water and sanitation
- Maternal and child health
- Basic education and literacy
- Economic and community development

Read about the specific goals of the areas of focus in the [Areas of Focus Policy Statements](#).

## QUALIFICATION AND STEWARDSHIP

### What districts must do

To participate in district grants and global grants, districts must complete an online qualification process in which they agree to follow and implement the financial and stewardship guidelines in the [district memorandum of understanding](#). Each district must also conduct a [grant management seminar](#) as part of the qualification process for clubs.



## What clubs must do

Clubs must complete an annual qualification process to be eligible for global grants. To qualify, clubs must send one or more members to the district's grant management seminar, sign and adhere to the [club memorandum of understanding](#), and fulfill any additional qualification requirements set by the district. Clubs are also expected to comply with the stewardship requirements detailed in the club memorandum of understanding.

## GRANT APPLICATION PROCESS

Once they are qualified, clubs and districts may submit grant applications through the [Grant Center](#). Applications for scholars who will begin studies in August, September, or October must be submitted by 30 June.

## REPORTING

Within 12 months of receiving a district grant, districts are required to report to all clubs in the district on the disbursement of the grant funds. They also report to the Foundation, through the [Grant Center](#). Global grant sponsors must submit progress reports every 12 months for the life of the grant. When the project is completed, they write a final report within two months. Global grant reports are also submitted through the Grant Center.

## GRANTS RESOURCES

- [Giving & Grants](#): Quarterly newsletter with information about fundraising and grants
- [A Guide to Global Grants](#): Resource for clubs and districts on managing global grants
- [Lead Your District: Rotary Foundation Committee](#): Resource for district leaders about Foundation activities, including information about district grants
- [Project Enhancement Frequently Asked Questions](#): Resource on leveraging local expertise and accessing resources to improve global grant projects
- [Lifecycle of a Project](#): Resources to assist with global grant projects every step of the way
- [Terms and Conditions for Rotary Foundation District Grants and Global Grants](#)
- [Areas of Focus Policy Statements](#)

# ROTARY ALUMNI

The Rotary Foundation has a proud history of providing funding for more than 127,000 participants in its various scholarships and vocational exchanges. Rotary considers former participants in Rotaract, Interact, Youth Exchange, and Rotary Youth Leadership Awards (RYLA) to be alumni, too.

As talented, committed individuals, alumni know Rotary well and share its vision of furthering world understanding and peace. They're powerful advocates for Rotary because they put a human face on Rotary activities and demonstrate a commitment to the world community. They serve as volunteers for local and international service projects and are potential Rotary club members and Foundation donors. They are also available to speak at Rotary functions. Contact your district alumni chair to find alumni available to engage in club activities.

## ALUMNI RESOURCES

- [Reconnect](#): Quarterly newsletter with news and information for alumni
- [Rotary Alumni Association of the Year nomination form](#)
- [Rotary Alumni Association of the Year recipients brochure](#): Describes past winners of this award
- [Rotary Alumni Global Service Award nomination form](#)
- [Rotary Alumni Global Service Award recipients brochure](#): Describes past winners of this award
- [Alumni pin](#): Lapel pin to recognize alumni
- [Alumni Association Frequently Asked Questions](#): Covers basic information about Rotary alumni associations

For more information and resources, visit [rotary.org/alumni](https://rotary.org/alumni).

# FOUNDATION FUNDING

The Rotary Foundation transforms your gifts into projects that change lives both close to home and around the world. As the charitable arm of Rotary, we tap into a global network of Rotarians who invest their time, money, and expertise in Foundation [priorities](#), such as [eradicating polio](#) and [promoting peace](#).

## ANNUAL FUND-SHARE

Annual Fund-SHARE is the primary source of funding for a broad range of local and international Rotary Foundation activities.

Every Rotarian, Every Year (EREY) is the fundraising initiative designed to encourage support for the Foundation's Annual Fund. EREY aims to engage every Rotary club member by:

- Encouraging members to contribute to the Annual Fund every year
- Encouraging them to participate in a Foundation grant or program every year

Through the SHARE system, contributions to The Rotary Foundation are transformed into grants for projects that change lives.

At the end of every Rotary year, contributions to the Annual Fund-SHARE from all Rotary clubs in a district are directed into two funds:

- Fifty percent is credited to the World Fund.
- Fifty percent is credited to the District Designated Fund.

The Foundation uses the World Fund portion to pay for the worldwide grant and program opportunities available to all Rotary districts. Your district uses the District Designated Fund portion to fund the Foundation grants and programs of its choice.

The Rotary Foundation's funding cycle makes district contributions available for use three years after they are received. The three-year cycle gives districts time to plan projects and activities and allows the Foundation to invest the contributions.

Your district Rotary Foundation committee decides how to use the District Designated Funds in consultation with the clubs in the district. Districts may use up to 50 percent of their fund (which might also include spendable earnings from gifts to Endowment Fund-SHARE)

for a district block grant; the remainder may be used for global grants or be donated to PolioPlus, Rotary Peace Centers, Endowment Fund Major Gifts Initiatives, or another district.

District Designated Funds empower your district to undertake the projects that are most important to Rotarians in your area. Contributions to the Annual Fund-SHARE provide District Designated Funds for the future. Clubs and districts that set Annual Fund goals are better positioned to raise funds. Set and review fundraising goals in Rotary Club Central to track and increase the financial resources available to you for Rotary Foundation grants and activities.

In addition to SHARE, donors may direct their Annual Fund contributions directly to the World Fund or to one of the Foundation's six areas of focus. Annual Fund contributions directed to the World Fund or an area of focus are credited toward a club's annual giving goal and per capita giving calculations, but they do not factor into the District Designated Fund calculation. Likewise, these contributions are eligible for all Annual Fund recognition opportunities, including Every Rotarian, Every Year; Rotary Foundation Sustaining Member; Paul Harris Fellow; Paul Harris Society; Major Donor; and Arch Klumph Society. They also count toward all club recognition opportunities.

Because Annual Fund-SHARE contributions are the primary source of funding for Foundation grants, SHARE-designated contributions from Every Rotarian, Every Year remain crucial and therefore are strongly encouraged.

## ENDOWMENT FUND

The Endowment Fund ensures the long-term viability of the Foundation's grants and programs. Spendable earnings from this fund also enable the Foundation to expand existing activities and occasionally underwrite new ones like the Rotary Peace Centers.

Contributions to the Endowment Fund are invested in perpetuity. A percentage of the total value of the fund is directed annually to Foundation grants and programs. The following types of contributions can be made to the Endowment Fund:

- Outright gifts of cash, investments, or other property
- Life income gifts (for example, charitable remainder trusts, charitable gift annuities, pooled-income funds)
- Testamentary gifts through wills or estate plans
- Beneficiary of life insurance, retirement plan accounts, or other financial accounts

## WAYS TO GIVE

### Making a contribution

Contributions to The Rotary Foundation may be made by credit card at [rotary.org/give](https://rotary.org/give). You can also give by check or wire transfer, or through your Rotary club, using [The Rotary Foundation Contribution Form](#) available at My Rotary. See page 24 for your regional office mailing address.

Information concerning gifts of stocks, bonds, and mutual funds is also available on the website.

With all gifts, be sure to include your member ID to ensure proper credit and recognition.

### Recurring giving (Rotary Direct)

Support our efforts year-round by making a recurring gift. You choose how much and how often you want to give — it's a simple and secure way to make a big impact.

[Online contributions](#) can be made monthly, quarterly, or annually. If you prefer, you may return the completed [Rotary Direct enrollment form](#), or enroll by phone at +1-866-976-8279.

To update your recurring giving arrangement, email us at [rotarydirect@rotary.org](mailto:rotarydirect@rotary.org) or call +1-866-976-8279. For security reasons, changes to your credit card information should be made by phone rather than email.

### Employee matching gifts

Double the impact of your gift by asking your employer to match your contribution to The Rotary Foundation. More than 15,000 companies match gifts to the Foundation, including many international corporations. Find out if your employer does at [rotary.org/matchinggifts](https://rotary.org/matchinggifts).

Contact your human resources department to learn whether your company is eligible for the program.

You can send your company's matching gift form directly to us at:

The Rotary Foundation of Rotary International  
Attn: Corporate Matching Gifts  
1560 Sherman Avenue  
Evanston, IL 60201-3698  
USA  
Email: [annualfund@rotary.org](mailto:annualfund@rotary.org)  
Fax: +1-847-328-5260

Learn more about [Rotary's employee matching gift program](#), including recognition opportunities.

### **Rotary credit card**

Support Rotary's efforts with the [Rotary International credit card](#). Simply by using your card, you'll be helping The Rotary Foundation do good in the world. A portion of each purchase you make with the card will benefit the Foundation, at no additional cost to you. The Rotary Foundation has received more than \$8.6 million from the program since it was launched in 2000, including \$3.6 million to support polio eradication.

## **FOUNDATION FUNDING RESOURCES**

- [Giving & Grants](#): Quarterly newsletter with information about fundraising and grants
- [Ways to Give brochure \(173-EN\)](#): Overview of Annual Fund, Endowment Fund, term gifts, and Rotary Peace Centers endowed naming opportunities
- [Every Rotarian, Every Year brochure \(957-EN\)](#): For distribution to every club member, outlining the need for Rotarians to participate in and contribute to Rotary Foundation grants and activities
- [Rotary Peace Centers: Making Peace a Reality brochure \(850-EN\)](#): Overview of the Rotary Peace Centers and available naming opportunities
- [Your Rotary Legacy brochure \(330-EN\)](#): Describes benefits of giving to the Endowment Fund and includes a form to join the Bequest Society or to register as a Benefactor
- [Rotary's Planned Giving page](#): Resources and information to plan a gift to Rotary through your estate or financial plans. For details, go to [rotary.org/plannedgiving](https://rotary.org/plannedgiving).
- [Rotary Club Central](#): An online tool to help clubs set goals and track progress toward them throughout the Rotary year. Rotary Club Central allows club officers to select the goals that are most relevant to their club, focusing on six major areas: membership, giving, service projects, young leaders, public image, and the Rotary Citation.

# FOUNDATION RECOGNITION

The Rotary Foundation offers numerous opportunities for individuals who support our grants and programs to receive recognition and appreciation.

On [My Rotary](#), you can view your Donor History Report, which includes your personal contribution history and recognition summary. You can also request this report by emailing [rotarysupportcenter@rotary.org](mailto:rotarysupportcenter@rotary.org).

## INDIVIDUAL RECOGNITION

Rotary leaders can use My Rotary or Rotary Club Central to view individual and club-level giving to identify recognition progress.

### Rotary Foundation Sustaining Member

A Rotary Foundation Sustaining Member personally contributes \$100 or more each Rotary year to the Annual Fund. These contributions count toward Paul Harris Fellow, Multiple Paul Harris Fellow, Paul Harris Society, Major Donor, and club recognition banners. Use the [Sustaining Member badge stickers](#) to recognize these donors in your club.



Use the Club Foundation Banner Report to see your club's Rotary Foundation Sustaining Members.

### Paul Harris Fellow

Paul Harris Fellow recognition is given to anyone who contributes (or in whose name is contributed, using Foundation recognition points) a gift of \$1,000 or more cumulatively to the Annual Fund, the PolioPlus Fund, or an approved global grant. Recognition consists of a certificate and pin. Order optional



recognition items, including the [Paul Harris Fellow medallion](#) for \$15 and a complimentary certificate cover, at [shop.rotary.org](http://shop.rotary.org). Use the Club Recognition Summary to see your club's Paul Harris Fellows.

## Certificate of Appreciation

Certificate of Appreciation recognition is given to honor a business or organization. Since Paul Harris Fellows are only for individuals, a donor may use their Foundation recognition points to award a business or organization a certificate of appreciation.



## Multiple Paul Harris Fellow

Multiple Paul Harris Fellow recognition is given at subsequent \$1,000 levels. Recognition consists of a pin set with additional stones corresponding to the recipient's recognition amount.



### PHF

Level	Range*	Pin
+1	\$2,000 to \$2,999	one sapphire
+2	\$3,000 to \$3,999	two sapphires
+3	\$4,000 to \$4,999	three sapphires
+4	\$5,000 to \$5,999	four sapphires
+5	\$6,000 to \$6,999	five sapphires
+6	\$7,000 to \$7,999	one ruby
+7	\$8,000 to \$8,999	two rubies
+8	\$9,000 to \$9,999	three rubies

\*Range can consist of a combination of cash contributions and Foundation recognition points received.

## Paul Harris Society

The Paul Harris Society recognizes individuals who choose to contribute \$1,000 or more each Rotary year to the Annual Fund, the PolioPlus Fund, or an approved global grant. Paul Harris Society contributions count toward these recognition categories: Rotary Foundation Sustaining Member and Every Rotarian, Every Year (Annual Fund contributions only); Paul Harris Fellow; Multiple Paul Harris Fellow; Major Donor; and club recognition banners. Recognition consists of a chevron-style pin provided by your district Paul Harris Society coordinator.



Paul Harris Society members are listed in the Paul Harris Society Report.



## Major Donor

The Rotary Foundation recognizes individuals or couples whose combined giving has reached \$10,000, regardless of the gift designation. This recognition level can be achieved only through personal contributions and not through recognition points. Major Donors may elect to receive a crystal recognition piece and pin(s) commemorating the gift at each new recognition level. Major Donors are listed in the Major Donor, Arch Klumph Society, and Bequest Society Report.



### Level Range

- |   |                        |
|---|------------------------|
| 1 | \$10,000 to \$24,999   |
| 2 | \$25,000 to \$49,999   |
| 3 | \$50,000 to \$99,999   |
| 4 | \$100,000 to \$249,999 |

## Arch Klumph Society

Donors who contribute \$250,000 or more become members of the Arch Klumph Society. Portraits, biographies, and, in some cases, video clips are housed in the digital Arch Klumph Gallery on the 17th floor of Rotary International World Headquarters; another digital gallery travels to Rotary events around the world. Members also receive lapel pins and pendants, signed certificates, and invitations to the society's exclusive events, held worldwide. New members are invited to a special induction ceremony. Arch Klumph Society members are listed in the Major Donor, Arch Klumph Society, and Bequest Society Report.



Trustees Circle – \$250,000 to \$499,999

Chair's Circle – \$500,000 to \$999,999

Foundation Circle – \$1 million to \$2,499,999

Platinum Trustees Circle – \$2.5 million to \$4,999,999

Platinum Chair's Circle – \$5 million to \$9,999,999

Platinum Foundation Circle – \$10 million and above

## Benefactor

A Benefactor is someone who informs The Rotary Foundation in writing that they have made a provision in their estate plan for the Foundation, or who makes an outright gift of \$1,000 or more to the Endowment Fund. Benefactors receive a certificate and insignia to be worn with a Rotary or Paul Harris Fellow pin. They are listed in the Benefactor Report and identified in the Club Recognition Summary.



## Bequest Society

The Rotary Foundation recognizes couples or individuals who have made commitments in their estate plans totaling \$10,000 or more. Donors may elect to receive an engraved crystal recognition piece and a pin commemorating the commitment at each new recognition level. Bequest Society members are listed on the Major Donor, Arch Klumph Society, and Bequest Society Report.



Level	Range
1	\$10,000 to \$24,999
2	\$25,000 to \$49,999
3	\$50,000 to \$99,999
4	\$100,000 to \$249,999
5	\$250,000 to \$499,999
6	\$500,000 to \$999,999
7	\$1 million to \$2,499,999
8	\$2.5 million to \$4,999,999
9	\$5 million to \$9,999,999
10	\$10 million and above



## CLUB RECOGNITION

The Rotary Foundation offers clubs several opportunities to earn recognition for their support of its grants and programs.

The Club Foundation Banner Report displays a club's progress in the current Rotary year toward becoming a 100% Foundation Giving Club and a 100% Every Rotarian, Every Year Club, and toward qualifying for Top Three Per Capita in Annual Fund Giving banner recognition.

As of 2015-16, new club members (those who joined or transferred from another club during the current Rotary year) are not included in participation requirements for club banners (except for the 100% Paul Harris Fellow Banner). However, new members' contributions will be used for per capita calculations.

Banner recipients listed in the [Club Foundation Banner Report](#) may fluctuate throughout the Rotary year due to changes in membership and additional or redistributed contributions. Leaders can use the report to determine whether your club will qualify for the annual recognition banners listed below. Final banner certification is processed by The Rotary Foundation following the close of the Rotary year on 30 June. Club banners earned for the previous year are shipped to the district governor in October or November. Request the District Foundation Banner Report at [rotarysupportcenter@rotary.org](mailto:rotarysupportcenter@rotary.org).

### 100% Foundation Giving

This banner is awarded to clubs that achieve an average of \$100 in per capita giving and 100 percent participation, with every dues-paying member contributing at least \$25 to any or all of the following during the Rotary year: Annual Fund, PolioPlus Fund, approved global grants, or Endowment Fund.



### 100% Paul Harris Fellow Club

For a club to be eligible, every dues-paying member must be a Paul Harris Fellow at the time the district governor requests banner recognition. This recognition is a one-time-only award, but the intent is that the club will maintain its membership at the 100% Paul Harris Fellow level.

To obtain this recognition:

1. A club representative contacts the district governor after determining that all current dues-paying club members are Paul Harris Fellows.
2. The district governor confirms that all members are Paul Harris Fellows by using the Club Recognition Summary, and then notifies The Rotary Foundation by email at [rotarysupportcenter@rotary.org](mailto:rotarysupportcenter@rotary.org).



The top of the Club Recognition Summary indicates whether the club received the 100% Paul Harris Fellow Club banner, along with the date this was achieved.

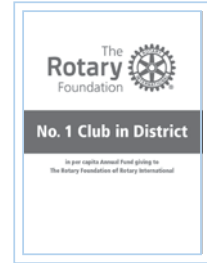
### 100% Every Rotarian, Every Year Club

Rotary clubs must achieve a minimum Annual Fund contribution of \$100 per capita during the Rotary year, and every dues-paying member must personally contribute at least \$25 to the Annual Fund during the year.



### Top Three Per Capita in Annual Fund Giving

Banners are given to the three clubs in each district that give the most per capita to the Annual Fund. To be eligible, clubs must achieve a minimum of \$50 in per capita annual giving.



### 100% Paul Harris Society Club

This recognition is awarded to clubs in which every dues-paying member has contributed a minimum of \$1,000 to the Annual Fund, the PolioPlus Fund, or an approved global grant during the Rotary year.



### End Polio Now: Make History Today Campaign Certificate of Appreciation

Awarded to clubs that annually contribute \$1,500 or more to Rotary’s PolioPlus Fund beginning 1 July 2013 through 30 June 2018.

## FOUNDATION RECOGNITION POINTS

Foundation recognition points are awarded to donors who contribute to The Rotary Foundation through the Annual Fund, the PolioPlus Fund, or an approved global grant. Donors receive one Foundation recognition point for every U.S. dollar contributed to these funds. Contributions to the Endowment Fund are not eligible.

Donors can extend Foundation recognition points to others to help them become, or to name them as, a Paul Harris Fellow or Multiple Paul Harris Fellow. Foundation recognition points belong to the original donor until the donor uses the points or until the donor’s death, at which time they expire (unless the donor is a Major Donor, in which case their points may be used by their surviving spouse).

Note: Foundation recognition points do not count toward Paul Harris Society and Major Donor recognition.

## Transfer rules

A minimum of 100 Foundation recognition points must be transferred at a time, and an authorizing signature is required when you complete the [Paul Harris Fellow Recognition Transfer Request Form](#).

Note: Foundation recognition points may not be transferred from individuals to a club or district. Donors no longer need to be a Paul Harris Fellow to receive recognition points.

## FOUNDATION RECOGNITION RESOURCES

- [Every Rotarian, Every Year Rotary Foundation Sustaining Member badge stickers \(956-EN\)](#)
- [Every Rotarian, Every Year brochure \(957-EN\)](#): Information about the Annual Fund and SHARE
- [Paul Harris Society brochure \(099-EN\)](#): Promotes the Paul Harris Society program
- [Major Gifts, Major Impact brochure \(166-EN\)](#): Information about major gifts
- [Your Rotary Legacy brochure \(330-EN\)](#): Information about giving to the Endowment Fund
- [Arch Klumph Society brochure \(308-EN\)](#): Information about the Arch Klumph Society
- Useful recognition reports on Rotary.org and Rotary Club Central:
  - Major Donor, Arch Klumph Society, and Bequest Society Report
  - Paul Harris Fellow and Benefactor Report
  - Club Foundation Banner Report
  - District Foundation Banner Report

# AWARDS

## THE ROTARY FOUNDATION DISTRICT SERVICE AWARD

**Nominators: District governors**

**Deadline: Ongoing**

The District Service Award recognizes Rotarians for their Foundation-related humanitarian efforts. Honorees receive a certificate, awarded at the district level. (District governors may obtain up to 20 blank certificates at no cost.)

## THE ROTARY FOUNDATION CITATION FOR MERITORIOUS SERVICE

**Nominators: District governors**

**Deadline: Ongoing**

The Citation for Meritorious Service recognizes Rotarians who have demonstrated active service to The Rotary Foundation for more than one year.

## THE ROTARY FOUNDATION DISTINGUISHED SERVICE AWARD

**Nominators: Any Rotarian**

**Deadline: 30 June**

The Distinguished Service Award is the Foundation's highest service recognition. It honors exemplary service to the Foundation beyond the district and over an extended period. Only recipients of the Citation for Meritorious Service are eligible, and they cannot be nominated less than four years after receiving the citation.

## SERVICE AWARD FOR A POLIO-FREE WORLD

**Nominators: Any Rotarian**

**Deadline: 1 November**

This annual award recognizes the outstanding contributions of Rotary members to the polio eradication campaign and encourages efforts in

the final push to eradicate the disease. In geographic areas coinciding with World Health Organization regions, up to 10 service awards are given per region, recognizing outstanding service in polio eradication. Up to 10 international awards are given for broad service to the cause.

## **ROTARY ALUMNI GLOBAL SERVICE AWARD**

**Nominators: Regional Rotary Foundation coordinators**

**Deadline: 30 June**

This award honors outstanding Rotary alumni whose career and activities illustrate the impact of Rotary’s programs on their service to humanity. Nominees must have demonstrated the social benefits of Rotary through extraordinary service activities and professional achievement, distinction in their profession or vocation, and sustainable service affecting the international community.

## **ROTARY ALUMNI ASSOCIATION OF THE YEAR AWARD**

**Nominators: Regional Rotary Foundation coordinators**

**Deadline: 30 June**

This award recognizes an alumni association that has increased awareness of the significant role alumni play in Rotary and has demonstrated the lasting impact of Rotary programs.

Nomination forms are available for download at [rotary.org/awards](https://rotary.org/awards).

# GENERAL RESOURCES

## MY ROTARY

The member website, known as My Rotary, includes everything you need to conduct your Rotary business. Familiar tools and applications are now found under Club & District Administration. Sign in so you can:

- Monitor club membership initiatives, service activities, and Foundation giving goals through Rotary Club Central
- Give to The Rotary Foundation
- Learn more about Rotary Foundation activities
- Find volunteers, partners, and donations for your projects through Rotary Ideas
- Apply for grants in the Grant Center
- View your Donor History Report, which includes your contribution history and recognition summary
- Share your project impact and inspire others on Rotary Showcase

## Reports

Rotary leaders can access the following reports through My Rotary, Rotary Club Central, or Rotary's Support Center.

Donor History Report	Provides a comprehensive breakdown of your transactions (contributions, Foundation recognition point transfers, commitments, and recognition); use to reconcile your contributions/recognition issues	Individual
Club Foundation Banner Report	Provides eligibility dates achieved for EREY and Rotary Foundation giving for the current Rotary year	Club, district
Club Fundraising Analysis	Five-year dashboard of Annual Fund goals, giving, and recognition totals. Use it to set goals.	Club, district



<b>Report</b>	<b>Content</b>	<b>Type</b>
Club Recognition Summary	Provides members' Paul Harris Fellow level, recognition amount, Foundation recognition points available, Rotary Direct participation, benefactors, last contribution date, and designation; indicates 100% Paul Harris Fellow Club achievement and date, along with the clubs' all-time Foundation giving; use to identify noncontributing clubs	Club, district
Monthly Contribution Report	Provides contribution information by club for Annual Fund, other funds (global grants and PolioPlus), and Endowment Fund	Club, district
District Foundation Banner Report	Shows progress toward club banner recognitions (Top Three Per Capita in Annual Giving, 100% Foundation Giving, 100% EREY Club) for a Rotary year; lists the percentage of participation by club for Foundation Giving and EREY Sustaining Member recognition	District
Paul Harris Society Report	Provides Paul Harris Society membership and a four-year history of eligibility; includes tab with donor contact information	Club, district
District Fundraising Profile	Provides an eight-year dashboard for district giving to the Annual Fund and Endowment Fund, and total contributions received; lists cumulative number of Paul Harris Society members and those eligible, Major Donors, major gifts, Benefactors, and Bequest Society members; lists number of Foundation recognition points and total endowed funds and their market value	District
Major Donor, Arch Klumph Society, and Bequest Society Report	Provides lists of Bequest Society, Major Donor, and Arch Klumph Society members with their recognition date; includes two tabs with mailing address information	Club, district
Paul Harris Fellow and Benefactor Report	Provides lists of Benefactors, Paul Harris Fellows, multiple Paul Harris Fellows, and Certificate of Appreciation recipients; includes recognition dates and mailing address information	Club, district
Program Participants and Alumni by District	Provides a list of current and past program participants associated with a particular district	District

## ORDERING PUBLICATIONS

Rotary Foundation resources can be ordered at [shop.rotary.org](http://shop.rotary.org), from Publications Order Services (email: [shop.rotary@rotary.org](mailto:shop.rotary@rotary.org); phone: +1-847-866-4600; fax: +1-847-866-3276), or from your local Rotary International office.

## WHERE TO DIRECT QUESTIONS

Call +1-866-976-8279 or email [rotarysupport.center@rotary.org](mailto:rotarysupport.center@rotary.org) to check on contributions and recognition points, find information about grants, and ask questions.

Rotarians who don't speak English should contact their local Rotary International office.

## DISTRICT AND ZONE RESOURCES

District Rotary Foundation chairs (DRFCs) promote Foundation activities and fundraising in their district, serve as the primary contact for district grants, and provide support to club Foundation committees. DRFCs also assist the district governor with authorizing the use of District Designated Funds, nominating qualified recipients for district Rotary Foundation awards, and obtaining input from Rotarians before establishing district Foundation goals.

Regional Rotary Foundation coordinators (RRFCs) promote Foundation activities and fundraising in their zone or area. RRFCs train their zone team of assistant regional Rotary Foundation coordinators and district leaders in setting and achieving fundraising and program goals.

Endowment/major gifts advisers work closely with regional and district leaders to develop personalized plans for identifying and cultivating potential donors, and soliciting major gifts. They also help facilitate events that engage current Foundation supporters and develop prospective donors.

A list of current RRFCs and endowment/major gifts advisers is available at [Rotary.org](http://Rotary.org).

## INTERNATIONAL OFFICES

### United States

The Rotary Foundation  
14280 Collections Center Drive  
Chicago, IL 60693  
USA

### Canada

The Rotary Foundation (Canada)  
c/o 911600  
P.O. Box 4090 STN A  
Toronto, ON M5W 0E9  
Canada

### Brazil

Rotary International Office  
Rua Tagipuru 209  
01156-000 São Paulo, SP  
Brazil

### Europe and Africa

Rotary International Office  
Witikonstrasse 15  
CH-8032 Zurich  
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### Germany

Rotary Deutschland  
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Kreuzstraße 34  
40210 Düsseldorf  
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### Great Britain and Ireland

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Kinwarton Road  
Alcester  
Warwickshire B49 6PB  
England

### Japan

Rotary International Office  
Mita Kokusai Building 24F  
Mita 1 Chome 4-28, Minato-ku  
Tokyo 108-0073  
Japan

### Korea

Rotary International Office  
Rm. 705, 70, Gukjegeumyung-ro  
Yeongdeungpo-gu  
Seoul 150-733  
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### South Asia

Rotary International Office  
Thapar House  
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### South Pacific and Philippines

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