

---

## **Part Two**

### *Program*



---

# 4 General Program of Rotary

The program of Rotary is expressed in its Object as set forth in article 4 of the RI Constitution and article 4 of the Standard Rotary Club Constitution.

## **Balanced Service Program**

The RI Board encourages each club to develop a program that ensures a balance across the four Avenues of Service: Club Service, Vocational Service, Community Service, and International Service.

## **Rotary Structured Programs and Service Opportunities**

The RI Board has developed the following terminology to provide a framework for clubs and districts to conduct their service efforts:

- *Special program of RI* — PolioPlus, which has priority over all other programs until the certification of eradication is achieved
- *Structured Programs* — RI Board-recommended organized activities for clubs and districts that include a recommended framework and guidelines
- *Global Networking Groups* — Groups of individual Rotarians organized internationally to focus on shared topics of interest
- *Menu of Service Opportunities* — Issues and concerns identified by RI as recommended service priorities for clubs and districts for a specified period of time (RCP 40.010.)

The following Structured Programs are recognized:

- Interact (chapter 8)
- Rotaract (chapter 8)
- Rotary Community Corps (chapter 6)
- Rotary Friendship Exchange (chapter 7)
- Rotary Volunteers (chapter 5)
- Rotary Youth Leadership Awards (chapter 8)
- World Community Service (chapter 7)
- Youth Exchange (chapter 8)

Global Networking Groups consist of

- Rotary Fellowships (chapter 7)
- Rotarian Action Groups (chapter 7)

The Menu of Service Opportunities consists of

- Children at Risk
- Disabled Persons
- Health Care
- International Understanding and Goodwill
- Literacy and Numeracy
- Population Issues
- Poverty and Hunger
- Preserve Planet Earth
- Urban Concerns

## Community Concerns

Clubs are encouraged to regularly analyze their service activities to ensure that the projects they undertake address real community concerns. This supports the club maintaining its relevancy to the community as well as supporting membership development and retention issues. In developing service projects to meet community needs, clubs should

- 1) Assess the real needs of the community, using all the information resources available
- 2) Design and carry out projects that effectively address the identified needs
- 3) Use Rotary resources in carrying out these projects, including club talent and expertise, district committees, RI committees and resource groups, and the many resources available through RI and its Foundation
- 4) Mobilize the community to support project goals and participate in their implementation wherever possible

## RI Theme

The annual message of the president, whether expressed in a special program or theme or otherwise, is of paramount importance in the implementation of the program of Rotary in that year. It is inherent in the duties of the governor that the program or theme be presented and emphasized in all suitable ways. These include its use as the theme of the district conference and other district meetings where a theme is employed, in the monthly letter, in official visits to clubs, and in other contacts with clubs and Rotarians of the district. It is essential that any district goals or objectives established by a governor relate to and support the president's program or theme, which should be mentioned prominently in connection with any expression of district goals or objectives. The president's message should be known, understood, and effectively implemented by all Rotary clubs and Rotarians.

All officers of RI districts and clubs are reminded that the RI theme is the only theme that should be used, and the use of other themes should be discouraged. (RCP 27.050.)

## Rights of Children

The RI Board has adopted the following statement on the rights of children: Rotary International, recognizing that

- 1) Children, because of their vulnerability, need special care and protection;
- 2) In all countries of the world there are children who are living in exceptionally difficult conditions; and
- 3) All children should be able to grow into adulthood in an environment of peace, dignity, tolerance, freedom, and equality;

endorses and supports the rights of all children to food, shelter, health care, education, and freedom from abuse and violence. Rotary clubs around the world are committed to protecting these rights for all children, regardless of race, creed, or nationality. (RCP 42.010.3.)

## Awards and Recognition

Awards offer clubs and districts a way to acknowledge, encourage, and inspire Rotarians and others in their service efforts. RI sponsors the following recognition programs each year. More information about program rules and deadlines are listed at [www.rotary.org](http://www.rotary.org). Given the number of available recognition opportunities, governors may wish to appoint a recognition committee to assist with publicizing them and selecting nominations.

### ***Four Avenues of Service Citation***

The Four Avenues of Service Citation is awarded by clubs to recognize the grassroots efforts of individual Rotarians. (RCP 44.020.) Rotarians in good standing who have consistently demonstrated their support of the Object of Rotary through participation in service activities in each of the four Avenues of Service — Club, Vocational, Community, and International Service — are eligible. Current club presidents are not eligible. Candidates are nominated by the club president. The club president must endorse the nomination form and submit it to RI World Headquarters with an information copy to the governor.

### ***Presidential Citation***

The Presidential Citation is designed to encourage Rotarians' personal involvement in serving others and promoting a high standard of Rotary service in the community. All aspects of the award are revised annually by the RI president and traditionally highlight the RI theme. Rotary, Rotaract, and Interact clubs in good standing that meet the award criteria are eligible to receive the award. Governors must submit nominations so they arrive at RI World Headquarters by the deadline on the published nomination form.

### ***RI Service Above Self Award***

The RI Service Above Self Award is given to individual Rotarians who have rendered exemplary humanitarian Rotary service that embodies Rotary's motto of Service Above Self. The award recognizes outstanding efforts in the promotion of RI objectives in any Avenue of Service and is Rotary's highest honor for a Rotarian. Any active Rotarian in good standing may be nominated, with the following exceptions: governors, governors-elect, immediate past governors, RI directors, RI directors-elect, past RI directors (within two years of having held that position), Foundation trustees, Foundation trustees-designate, and past Foundation trustees (within two years of having held that position). In addition, nominees must not be the spouse, lineal descendant (child or grandchild), spouse of a lineal descendant, or ancestor (parent or grandparent) of the nominator.

Only current and immediate past governors and current and past RI directors are eligible to submit nominations for this award; each may nominate no more than three candidates in any given year. Nominations must be submitted before the 1 September deadline for consideration by the RI Board. Submissions must be on the official nomination form and describe the Rotarian's service rendered through Rotary. Performance in an elected or appointed Rotary assignment or personal financial contributions to Rotary, its Foundation, or any individual project are not relevant considerations for this award. (RCP 44.030.)

### ***RI Public Relations Award***

The RI Public Relations Award recognizes Rotary clubs that have generated increased awareness and understanding of Rotary through outstanding media coverage or public relations efforts. (RCP 44.070.) Competition and selection of winning entries takes place on the district level. The district entry must relate to a club project, event, or campaign on a single topic (e.g., drug abuse prevention, literacy promotion) undertaken by a single club that demonstrably improves Rotary's visibility and image within the community. Clubs should be able to demonstrate the effectiveness of the public relations efforts by showing one or more of the following results:

- Significant media coverage
- Increased community support for Rotary service activities

- Public recognition (e.g., community award)
- Increased membership

Public relations efforts must be directed at external audiences (non-Rotarians); internal education efforts will not be considered. Competition is open to all Rotary clubs, but clubs may submit only one entry per year. Public relations activities that are initiated up to one year before 15 March are eligible for the competition. For example, to be eligible, entries for the 2008-09 competition must relate to public relations activities between 15 March 2007 and 15 March 2008. Governors must submit the nomination form and supporting materials to RI for consideration before the deadline on the published nomination form.

### ***RI Best Cooperative Projects Award***

The RI Best Cooperative Projects Award recognizes clubs that conduct outstanding projects in cooperation with other local, national, or international organizations, thereby increasing awareness and understanding of Rotary within the international community. (RCP 44.080.) Projects requiring active involvement are given priority. Projects done in cooperation with the United Nations, UN agencies, or other international humanitarian organizations are also given priority.

Eligible projects must have been well established during the 12 months before 15 March. The award application must be submitted to the district governor by 15 March and received at RI World Headquarters no later than 15 April.

Up to five nominations can be selected per district. The district governor must endorse each nomination form.

### ***Significant Achievement Award***

The Significant Achievement Award is a district-level presidential recognition program designed to give district recognition to club activity that addresses a significant problem or need. The purpose of the award is to encourage every club to develop new projects and to promote an increased awareness of the importance of exemplary club efforts. (RCP 44.040.)

Projects must:

- Address a significant problem or need in the local community
- Involve most or all club members in personal, rather than merely monetary, service and be commensurate with the club's size and resources
- Enhance the image of Rotary in the community
- Be capable of emulation by other Rotary clubs
- Be currently active or reach a conclusion during the Rotary year for which the award is given
- Be carried out by a single Rotary club

Each governor may propose only one project carried out by a single club from his or her district for the award as competition is at the district level. It is recommended that the governor choose and announce a district selection committee to help identify a worthy club project.

### ***RI Membership Development and Extension Award Program***

The annual RI Membership Development and Extension Award includes incentives for membership growth in existing clubs, retention of current club members, and the establishment of new clubs. (RCP 44.060.)

Each year at the International Assembly, governors-elect are asked to work with their incoming club presidents to set membership goals for the next Rotary

year. During their presidents-elect training seminars, governors-elect should discuss the importance of membership growth with their incoming club presidents and ask all of them to set membership goals (net percentage increase) for their clubs. Each governor-elect may announce the collective district membership goal (net percentage in all the clubs, plus the number of new clubs) at the district assembly.

The time frame for the program is 1 July-15 May. Each district's starting membership figures are taken from its clubs' July semiannual report forms received at RI by 30 September each year. RI provides district governors with their district and clubs 1 July starting figure in mid-October.

After 15 May, each governor reports the following to RI:

- Club with the highest percentage growth rate
- Club with the most new members
- Club with the highest percentage retention rate
- Clubs that sponsored new clubs

Each of these clubs receives a recognition certificate signed by the RI president. In addition, governors of districts that met or exceeded their membership goals by 15 May receive a district membership award from the RI president.

These districts are reported in Rotary World Magazine Press.

RI promotes the Membership Development and Extension Award throughout the year in RI publications. Governors should promote the award through their monthly newsletters and other means.

#### ***Membership Development Initiatives Award***

The Membership Development Initiatives Award is a district-level recognition designed to encourage clubs to develop new and creative strategies that have an impact on membership growth and development, the district governor can award at least three clubs from each district. (RCP 44.090.) Strategies must affect at least one of the three areas of membership: retention, induction of new members, or organizing new Rotary clubs. This is a certificate of recognition, signed by the RI president. Clubs are recognized at the RI Convention and announced in the Rotary World Magazine Press.

#### ***Recognition of Smaller Club Membership Growth***

The Recognition of Smaller Club Membership Growth is designed to encourage clubs with membership below the charter requirement of 20 members. This supports the importance of strong and vibrant clubs. A certificate signed by the RI president is awarded to clubs that meet their membership goal between 1 July and 15 May in the following categories:

<i>Club Category</i>	<i>Membership Goal</i>
Fewer than 10 members	At least 10 members
10-14 members	At least 15 members
15-19 members	At least 20 members

District governors must approve the recognition and submit the required forms to RI between 16 May and 30 June.



---

# 5 Vocational Service

## **Statement on Vocational Service**

Vocational Service is the way Rotary fosters and supports the application of the ideal of service in the pursuit of all vocations. Inherent in the Vocational Service ideal are:

- 1) Adherence to and promotion of the highest ethical standards in all occupations, including faithfulness and fidelity to employers, employees, and associates, and fair treatment of them and of competitors, the public, and all those with whom one has any business or professional relationships
- 2) The recognition of the worthiness to society of all useful occupations, not just one's own or those pursued by Rotarians
- 3) The contribution of one's vocational talents to the problems and needs of society

Vocational Service is the responsibility of both a Rotary club and its members. The role of the club is to implement and encourage the objective by example and by development of projects that help members contribute their vocational talents. The role of members is to conduct themselves, their businesses, and their professions in accordance with Rotary principles and to respond to club projects. (RCP 8.030.1.)

## **Declaration for Rotarians in Businesses and Professions**

The 1989 Council on Legislation adopted the following declaration for Rotarians in businesses and professions:

As a Rotarian engaged in a business or profession, I am expected to

- 1) Consider my vocation to be another opportunity to serve
- 2) Be faithful to the letter and to the spirit of the ethical codes of my vocation, to the laws of my country, and to the moral standards of my community
- 3) Do all in my power to dignify my vocation and to promote the highest ethical standards in my chosen vocation
- 4) Be fair to my employer, employees, associates, competitors, customers, the public, and all those with whom I have a business or professional relationship
- 5) Recognize the honor and respect due to all occupations which are useful to society
- 6) Offer my vocational talents to provide opportunities for young people, to work for the relief of the special needs of others, and to improve the quality of life in my community
- 7) Adhere to honesty in my advertising and in all representations to the public concerning my business or profession
- 8) Neither seek from nor grant to a fellow Rotarian a privilege or advantage not normally accorded others in a business or professional relationship (89-148; RCP 8.030.2.)

The 2004 Council on Legislation further supported this declaration by adopting a resolution that all Rotarians continue their dedication to cultivating a life that exemplifies Rotary's commitment to ethics in business and professions, and that Rotary clubs continue to build upon their significant record of attracting

and seeking out individuals who exemplify the high ethical standards of Rotary as the organization moves into the 21st century and its second 100 years of service. (04-290)

### **The Four-Way Test**

The Four-Way Test was created in 1932 by Rotarian Herbert J. Taylor, who later became president of Rotary International. The Board agreed that it should be brought to the attention of Rotary clubs:

#### ***THE FOUR-WAY TEST***

Of the things we think, say or do:

- 1) Is it the TRUTH?
- 2) Is it FAIR to all concerned?
- 3) Will it build GOODWILL and BETTER FRIENDSHIPS?
- 4) Will it be BENEFICIAL to all concerned?

### ***Reproduction and Use***

The sole purpose of any reproduction or use of The Four-Way Test should be to develop and maintain high ethical standards in human relations. The test should not be reproduced in any advertisement intended to increase sales or profits. It may, however, be used on the letterhead or in the literature of a firm, organization, or institution to convey its sincere attempt to conduct itself along the lines of The Four-Way Test. All reproductions of The Four-Way Test should be in the form shown above. (RCP 33.050.)

Any Rotary club or group of clubs that reproduces The Four-Way Test in something it distributes should list the name(s) of the club(s) directly after the reproduction. The Four-Way Test should not be referred to as a “code” in any sense.

### **Vocational Service Activities**

When appropriate, clubs should develop service projects that would be more productive if undertaken jointly. Such projects might include employee training, postretirement service opportunities, functional literacy programs, workplace drug abuse prevention and treatment programs, employment counseling, and vocational recognition programs.

Because Rotarians are classified in their clubs on the basis of their vocations, vocational service is an essential element in the execution of all Rotary programs; its effect is felt throughout the other Avenues of Service.

The RI Board urges clubs to obtain the advice of legal counsel on the need for protection against liability resulting from vocational service activities, including whether to secure insurance or implement other risk management practices.

### **Rotary Volunteers**

The Rotary Volunteers program was established to create greater awareness among Rotarians of the volunteer opportunities within Rotary-sponsored service projects as well as worthy projects of other organizations. This RI Structured Program helps clubs and districts identify volunteers for service projects who possess expertise and skills unavailable locally. Rotarians, spouses, Rotaractors, Rotary Foundation alumni, and non-Rotarians (where Rotarians are not immediately available) may participate in the program. (RCP 41.050.)

The RI Board has established a limit of up to 1 percent of the total number of Rotarians in a district who may serve as registered Rotary Volunteers.

In addition, volunteers are expected to have a proven level of professional and technical skill and should be at least 25 years old. (RCP 41.050.3.)

Club presidents and governors should appoint Rotary Volunteer committees to enhance the use of Rotary volunteers. RI maintains a registry of volunteers and service sites on its Web site, as well as a resource list of organizations that place, train, or fund volunteers.

### **Vocational Service Month**

Vocational Service Month is observed each October to emphasize the involvement of clubs in the everyday practice of the ideals of vocational service. Recommended club activities during Vocational Service Month include: recognizing a Rotary Volunteer at a district-level event, promoting involvement in Rotary Fellowships, sponsoring a vocational service activity or project, and promoting membership development in open classifications. (RCP 8.030.3.)



---

# 6 Community Service

## Statement on Community Service

The 1992 Council on Legislation adopted the following statement on Community Service.

Rotary Community Service encourages and fosters the application of the ideal of service to the personal, business, and community life of every Rotarian.

In carrying out this application of the ideal of service, a variety of activities developed by Rotary clubs have afforded significant opportunities for service by their members. For the guidance of Rotarians and to formulate a policy for Rotary toward community service activities, the following principles are recognized:

Community Service is an opportunity for every Rotarian to exemplify "Service Above Self." It is the commitment and social responsibility of every Rotarian and Rotary club to improve the quality of life for those who live in the community and to serve the public interest.

In this spirit, clubs are encouraged to:

- 1) review regularly service opportunities within their communities and involve each club member in an assessment of community needs;
- 2) capitalize on the unique vocational and avocational talents of members in implementing their community service projects;
- 3) initiate projects in accordance with the needs of the community and commensurate with the club's standing and potential in the community, recognizing that every community service activity, however small, is important;
- 4) work closely with the Interact clubs, Rotaract clubs, and Rotary Community Corps and other groups which they sponsor, in order to coordinate community service efforts;
- 5) identify opportunities to enhance community service projects through Rotary programs and activities at the international level;
- 6) involve the community, when desirable and feasible, in implementing community service projects, including the provision of required resources;
- 7) cooperate with other organizations in accordance with RI policy to achieve community service objectives;
- 8) achieve proper public recognition for their community service projects;
- 9) act as catalysts to encourage other organizations to work together in community service efforts;
- 10) transfer responsibility for continuing projects, when appropriate, to community, service, or other organizations, so that the Rotary club can become involved in new projects.

As an association of clubs, RI has the responsibility to communicate news of community service needs and activities, and from time to time suggest programs or projects which advance the Object of Rotary and which would benefit from the concerted efforts of Rotarians, clubs, and districts who wish to participate. (92-286)

### 1923 Statement on Community Service

The following statement was adopted at the 1923 convention and amended at subsequent conventions:

In Rotary, Community Service is to encourage and foster the application of the ideal of service in each Rotarian's personal, business, and community life.

In carrying out this application of the ideal of service many clubs have developed various community service activities as affording opportunities for service by their members. For the guidance of Rotarians and Rotary clubs and to formulate a policy for Rotary toward community service activities, the following principles are recognized and accepted as sound and controlling:

- 1) Fundamentally, Rotary is a philosophy of life that undertakes to reconcile the ever present conflict between the desire to profit for one's self and the duty and consequent impulse to serve others. This philosophy is the philosophy of service — "Service Above Self" and is based on the practical ethical principle that "They Profit Most Who Serve Best."
- 2) Primarily, a Rotary club is a group of representative business and professional people who have accepted the Rotary philosophy of service and are seeking:

First, to study collectively the theory of service as the true basis of success and happiness in business and in life; and second, to give, collectively, practical demonstrations of it to themselves and their community; and third, each as an individual, to translate its theory into practice in business and in everyday life; and fourth, individually and collectively, by active precept and example, to stimulate its acceptance both in theory and practice by all non-Rotarians as well as by all Rotarians.

- 3) RI is an organization that exists
  - a) for the protection, development, and worldwide propagation of the Rotary ideal of service;
  - b) for the establishment, encouragement, assistance, and administrative supervision of Rotary clubs;
  - c) as a clearing house for the study of their problems and, by helpful suggestion but not compulsion, for the standardization of their practices and of such community service activities, and only such community service activities, as have already been widely demonstrated by many clubs as worthwhile and as are within, and will not tend to obscure, the Object of Rotary as set out in the RI constitution.
- 4) Because they who serve must act, Rotary is not merely a state of mind, nor Rotary philosophy merely subjective, but must translate itself into objective activity; and the individual Rotarian and the Rotary club must put the theory of service into practice. Accordingly, corporate action by Rotary clubs is recommended under the safeguards provided herein. It is desirable that every Rotary club sponsor a major community service activity each fiscal year, varied from year to year if possible, and to be completed if possible before the end of the fiscal year. This activity is to be based upon a real community need and should require the collective cooperation of all its members. This is to be in addition to the club's continuing its program for the stimulation of the club members to individual service within the community.
- 5) Each individual Rotary club has absolute autonomy in the selection of such community service activities as appeal to it and as are suited to its community; but no club should allow any community service activity to obscure the Object of Rotary or jeopardize the primary purpose for which

a Rotary club is organized; and RI, although it may study, standardize, and develop such activities as are general and make helpful suggestions regarding them, should never prescribe nor proscribe any community service activity for any club.

- 6) Although regulations are not prescribed for an individual Rotary club in the selection of community service activities, the following rules are suggested for its guidance:
  - a) Because of the limited membership of Rotary, only in a community where there is no adequate civic or other organization in a position to speak and act for the whole community should a Rotary club engage in a general community service activity that requires for its success the active support of the entire citizenship of the community, and, where a chamber of commerce exists, a Rotary club should not trespass upon nor assume its functions, but Rotarians, as individuals committed to and trained in the principle of service, should be members of and active in their chambers of commerce and as citizens of their community should, along with all other good citizens, be interested in every general community service activity, and, as far as their abilities permit, do their part in money and service;
  - b) As a general thing, no Rotary club should endorse any project, no matter how meritorious, unless the club is prepared and willing to assume all or part of the responsibility for the accomplishment of that which it endorses;
  - c) While publicity should not be the primary goal of a Rotary club in selecting an activity, as a means of extending Rotary's influence, proper publicity should be given to a worthwhile club project well carried out;
  - d) A Rotary club should avoid duplication of effort and in general should not engage in an activity that is already being well handled by some other agency;
  - e) A Rotary club in its activities should preferably cooperate with existing agencies, but where necessary may create new agencies where the facilities of the existing agencies are insufficient to accomplish its purpose. It is better for a Rotary club to improve an existing agency than to create a new and duplicative agency;
  - f) In all its activities a Rotary club acts best and is most successful as a propagandist. A Rotary club discovers a need but, where the responsibility is that of the entire community, does not seek alone to remedy it but to awaken others to the necessity of the remedy, seeking to arouse the community to its responsibility so that this responsibility may be placed not on Rotary alone but on the entire community where it belongs; and while Rotary may initiate and lead in the work, it should endeavor to secure the cooperation of all other organizations that ought to be interested and should seek to give them full credit, even minimizing the credit to which the Rotary club itself is entitled;
  - g) Activities which enlist the individual efforts of all Rotarians generally are more in accord with the genius of Rotary than those requiring only the mass action of the club, because the community service activities of the Rotary club should be regarded only as laboratory experiments designed to train members of a Rotary Club in service. (23-34, 26-6, 36-15, 51-9, 66-49)

### **Participation in Community Service Activities**

Notwithstanding action by governmental and private agencies in relation to some community needs, diverse and challenging opportunities remain for Rotary clubs and Rotarians to undertake effective and nonduplicative service in their communities. As a basis for effective community service, all Rotary club presidents are encouraged to appoint Rotarians to serve on committees that address human development, community development, environmental protection, and Partners in Service. These committees are urged to

- 1) Ascertain community needs by comprehensive survey and analysis of the relative circumstances in their respective localities
- 2) Encourage individual club members to supplement and strengthen this survey and analysis by exploring the locality of the club in their personal and vocational capacities for the purpose of discovering community needs
- 3) Meet with other community organizations to discuss and exchange ideas, where such meetings can be undertaken in harmony with established policy
- 4) Include as a factor in considering prospective members their demonstrated active interest in and familiarity with community needs (RCP 8.040.3.)

The RI Board has encouraged clubs to initiate and promote hands-on community service projects in addition to those involving financial commitment.

Rotary clubs and Rotarians can undertake projects in the priority areas of the Menu of Service Opportunities to address community needs (see chapter 4).

### **Rotary Community Corps (RCC)**

A Rotary Community Corps, or RCC, is a group of non-Rotarian men and women who share Rotary's commitment to service. Under the guidance of a sponsoring Rotary club, dedicated RCC members put their own skills to work to improve the quality of life in their communities.

The RI Board has adopted the following statement of goals for RCC:

- 1) To encourage individuals to take responsibility for the improvement of their village, neighborhood, or community
- 2) To recognize the dignity and value of all useful occupations
- 3) To mobilize self-help activities and collective work to improve the quality of life
- 4) To encourage the development of human potential to its fullest, within the context of the local culture and community (RCP 41.030.2.)

The membership of each corps consists of a minimum of 10 adults with good character and leadership potential. Membership is open to men and women who live, work, or study in or near the corps' village or community. (RCP 41.030.3.)

After their name, corps must mention "sponsored by the Rotary Club of (name)." The members of the corps are not members of the sponsoring club.

The emblem of the Rotary Community Corps must be preserved for the exclusive use and benefit of its members. Members are entitled to wear or otherwise display the emblem in a dignified and appropriate manner during the period of their membership. Individual members must relinquish such entitlement upon termination of their membership or the corps.

An RCC can only be formed in a Rotary country or geographical area, and the sponsoring Rotary club must be in the same country or geographical area as the RCC. A corps is organized, sponsored, and counseled by a Rotary club (or clubs) and is established following the endorsement of the governor on certifica-

tion and recognition by RI. Its continued existence depends on the continued sponsorship of its sponsoring Rotary club(s) and continued recognition by RI.

Any fees to be paid by the membership of the corps shall be nominal and for the sole purpose of meeting administrative costs. Funds for activities and projects undertaken must be raised with the support from the sponsoring club. Clubs are also encouraged to assist RCCs in establishing community revolving loan funds, which the clubs may wish to administer to ensure good management. Revolving loans may be provided by a philanthropic association of local Rotarians to individuals or groups in their communities for the development of microenterprises. However, these activities should be done in compliance with all applicable local and national rules. (RCP 41.030.7)

Detailed RCC information can be found in the *Rotary Community Corps Handbook* (770-EN) and at [www.rotary.org](http://www.rotary.org).

### **Family Month**

Rotarians, clubs, and districts worldwide are encouraged to demonstrate their commitment to family and community through projects, activities, and events in celebration of Family Month each December. (RCP 40.070.)



---

# 7 International Service

The development of understanding and goodwill among Rotarians and among the people at large is the specific task of International Service in Rotary. (RCP 8.050.1.)

## **Policy of International Service**

The aim of International Service in Rotary is expressed in the fourth Object of Rotary; namely, to encourage and foster the advancement of international understanding, goodwill, and peace through a world fellowship of business and professional persons united in the ideal of service. (RIC 4; SRCC 4 and 5) Freedom, justice, truth, sanctity of the pledged word, and respect for human rights are inherent in Rotary principles and are also vital to the maintenance of international peace and order and to human progress. (RCP 8.050.1.)

In concept, International Service can be broken down into these four general areas:

- 1) World Community Service programs
- 2) International educational and cultural exchange activities
- 3) Special international observances and events
- 4) International meetings (RCP 8.050.2.)

## ***Responsibility of the Individual Rotarian***

Each Rotarian should make an individual contribution to the achievement of the ideal inherent in the fourth Avenue of Service. Each Rotarian should help to create a better-informed public opinion.

Rotarians should

- 1) Look beyond national patriotism and share responsibility for the advancement of international understanding, goodwill, and peace
- 2) Resist any tendency to act in terms of national or racial superiority
- 3) Seek and develop common grounds for agreement with peoples of other lands
- 4) Defend the rule of law and order to preserve liberty of the individual so that all may enjoy freedom of thought, speech, and assembly; freedom from persecution and aggression; and freedom from want and fear
- 5) Support action directed toward improving standards of living for all peoples, realizing that poverty anywhere endangers prosperity elsewhere
- 6) Uphold the principles of justice for humankind, realizing that these are fundamental and must be worldwide
- 7) Strive always to promote peace between nations and be prepared to make personal sacrifices for that ideal
- 8) Urge and practice a spirit of understanding of every person's beliefs as a step toward international goodwill, recognizing that there are certain basic moral and spiritual standards that, if practiced, will ensure a richer, fuller life
- 9) Exercise appropriate caution in conducting activities and programs where international tensions exist between countries (RCP 8.050.3.)

### ***Responsibility of the Club***

Rotary clubs should not engage in any corporate effort to influence governments, world affairs, or international policies but should encourage the development of an enlightened and constructive attitude in each Rotarian.

A Rotary club may properly provide a forum for the presentation of public questions where such a course of action is designed to foster the fourth Avenue of Service. Where such questions are controversial, both sides must be adequately presented.

RI policy does not preclude a balanced program of discussion in Rotary clubs of international issues, which are appropriate subjects for serious thought and debate within the framework of the pursuit of peace.

When international subjects are presented and discussed in a Rotary club, the club should caution the speaker against offending peoples of other countries and should make clear that it does not necessarily assume responsibility for opinions expressed by individual speakers at its meetings.

A Rotary club should not adopt resolutions of any kind dealing with specific plans relating to international affairs. It should not direct appeals for action from clubs in one country to clubs, peoples, or governments of another country or circulate speeches or proposed plans for the solution of specific international problems.

In all cases where international tensions develop between countries in which Rotary clubs exist, the utmost caution should be exercised by all the clubs concerned, lest any action may increase ill will and misunderstanding.

### **RI and Politics**

Because its worldwide membership includes persons of many facets of political opinion, Rotary International may not act on or express opinions about political subjects. However, freedom of speech and freedom of association are essential for the healthy development of Rotary in any country or geographical area. (RCP 26.040.)

### **World Community Service (WCS)**

The World Community Service (WCS) program consists of international service activities through which Rotarians conduct projects to improve lives and meet human needs, and thus promote international understanding and goodwill by means of material, technical, and professional assistance. (RCP 41.070.)

The WCS program aims to

- 1) Improve the quality of life of those in need through international Rotary service
- 2) Encourage cooperation between Rotary clubs and districts in different countries in their efforts to carry out international service projects
- 3) Provide an effective framework for the exchange of information on project needs and offers of assistance
- 4) Increase awareness among Rotarians of international development and cultural issues, and the importance of implementing projects that help people help themselves
- 5) Provide WCS program services to participants of related RI and Rotary Foundation programs and emphases
- 6) Educate Rotarians about funding opportunities for their WCS projects through the Foundation and other sources
- 7) Communicate successful WCS experiences to other Rotarians
- 8) Foster international understanding, goodwill, and peace (RCP 41.070.1.)

**WCS program initiatives include:**

- 1) Promotion of increased knowledge of Rotary's international service objectives through WCS opportunities and activities
- 2) Promotion and use of the WCS Projects Exchange
- 3) Promotion of cooperation between the international service and Rotary Foundation committees at district and club levels, as appropriate
- 4) Expansion of intercountry committees as vehicles for international service, including WCS activities
- 5) Promotion of support for disaster relief projects
- 6) Promotion of 23 February, World Understanding and Peace Day
- 7) Use of the Donations-in-kind Information Network to support WCS projects with donated goods and services
- 8) Personal involvement by Rotarians in WCS activities, including international volunteer service (RCP 41.070.2.)

It is recommended that districts and clubs establish WCS committees with the objective of promoting greater awareness, direct lines of communication, and accountability for all types of international service. Club presidents and governors are encouraged to appoint their WCS committee chairs as ex officio members of their community service committees, where appropriate. (RCP 21.030.)

District or club requests for cooperation and assistance with a specific WCS activity are not subject to RI's general circularization limitations, so long as requests are directed to one or a limited number of districts or clubs. (RCP 11.030.5.)

**WCS Projects Exchange**

The Secretariat maintains a registry of WCS projects for which the sponsoring Rotary, Rotaract, or Interact club or Rotary Community Corps has requested assistance. A Rotary club can use this registry in two ways:

- 1) *A club that needs help for a community service project* can submit a description of a project on the Projects Data Form and send it to RI World Headquarters. Project information is then entered into the WCS Projects Exchange, a searchable database at [www.rotary.org](http://www.rotary.org).
- 2) *A club interested in supporting a WCS project* can search the database for information on projects in a specific country or geographical area, of a particular type, or for a specific funding amount.

It is appropriate for governors and Rotary clubs to work in cooperation with other organizations whose purposes and activities are consistent with those of Rotary, when such cooperative activities and projects serve to significantly enhance the implementation of WCS. (RCP 41.070.3; see also "RI and Rotary Foundation Relationships with Other Organizations" in chapter 3)

**Donations-in-kind Information Network**

The Donations-in-kind Information Network assists Rotarians wishing to link offers of donated goods with Rotary projects (or others) that can use the donations, primarily in developing countries.

The goals of this system are to provide

- 1) Rotarians wishing to donate goods or services in support of WCS activities with the opportunity to advertise their donations offers
- 2) An additional resource for Rotarians requiring assistance with their WCS projects

- 3) An effective complement to the WCS Projects Exchange as a support mechanism for all WCS activities in general and to serve as an information resource for all Rotarians (RCP 41.070.4.)

Detailed information about WCS can be found in the *World Community Service Handbook: A Guide to Action* (742-EN) and at [www.rotary.org](http://www.rotary.org).

### **Menu of Service Opportunities**

In an effort to identify community needs, as well as inspire new club service projects and help focus the work Rotary clubs already do in their communities, the RI Board of Directors developed the Menu of Service Opportunities, a list of nine issues of global concern:

- Children at Risk
- Disabled Persons
- Health Care
- International Understanding and Goodwill
- Literacy and Numeracy
- Population Issues
- Poverty and Hunger
- Preserve Planet Earth
- Urban Concerns

### **Rotary Friendship Exchange**

Rotary Friendship Exchange is an RI Structured Program in which Rotarians and their families carry out reciprocal visits and homestays in other countries to advance international understanding, goodwill, and peace through people-to-people contacts across national boundaries. (RCP 41.040.)

There are two types of Friendship Exchanges:

- 1) Club-to-club visitor program, in which individual Rotarians, who may be accompanied by family members, spend a few days in the home of a Rotarian in another country
- 2) District-to-district team program, in which four to six Rotarian couples visit several communities in the host district for up to one month

Both are coordinated by a district Friendship Exchange committee and carried out at no expense to RI. Districts are encouraged to arrange univocational exchanges, in which the host and guest Rotarians have the same occupation. Rotarians are encouraged to arrange Friendship Exchanges in conjunction with the RI Convention.

Detailed program information can be found in the *Rotary Friendship Exchange Handbook* at [www.rotary.org](http://www.rotary.org).

### **World Understanding Month**

February is designated as World Understanding Month. During this month, clubs are urged to present club programs and other activities emphasizing understanding and goodwill as essential for world peace. (RCP 8.020.)

### **World Understanding and Peace Day**

The anniversary of the first Rotary club meeting, 23 February, is observed as World Understanding and Peace Day. On that day, each club should give special recognition and emphasis to Rotary's commitment to international understanding, friendship, and peace. (RCP 42.040.1.)

### **Intercountry Committees**

An intercountry committee (ICC) promotes contact between districts and clubs in two or more countries and increases fellowship and intercultural under-

standing among the people of various nations. Rotarians are encouraged to create new intercountry committees to foster stronger ties between Rotarians, clubs, and districts from different countries and establish international networks. Intercountry committees should be promoted at all Rotary meetings.

The mission of an intercountry committee is to

- 1) Build a force that will encourage Rotarians to visit each other's countries and homes
- 2) Strengthen friendships and projects by encouraging clubs and districts to connect with those in other countries
- 3) Contribute to world peace

***Recommended ICC activities include:***

Assisting in the development of new Rotary clubs

Developing a sister- or twin-club network between participating countries

Conducting Rotary Friendship Exchanges between participating countries

Initiating or carrying out World Community Service projects

Initiating or carrying out vocational service projects

Although only districts may form and join intercountry committees, individual Rotarians, their spouses, Rotaractors, and Rotary clubs may participate in their activities. Intercountry committees function under the direction and with the close cooperation of the respective governors. Participating districts should appoint a Rotarian to serve as the district liaison to the national section chair.

Each intercountry committee is organized and operated as an independent activity of individual districts and is not a part of the program of RI. However, intercountry committees undertaking service activities, such as a World Community Service project, that extend more than one year should comply with RI's policy for multidistrict service activities. Clubs and districts are encouraged to use established ICC relationships to enhance their participation in Rotary Foundation programs, especially in the development of Matching Grants. (RCP 37.030.)

**Global Networking Groups**

Global Networking Groups are groups of individual Rotarians organized internationally to focus on shared topics of interest. Rotary Fellowships and Rotarian Action Groups comprise Global Networking Groups.

All Global Networking Groups are governed by these conditions:

- 1) Activities must be conducted independently of RI but in harmony with RI policy, including the use of the Rotary Marks.
- 2) No group may be used to promote religious beliefs, political issues, or other organizations.
- 3) RI recognition of a group in no way implies legal, financial, or other obligation or responsibility on the part of either RI or any district or club.
- 4) A group may not act on RI's behalf, represent or imply that it has the authority to do so, or act as an agency of RI.
- 5) All groups must be self-sustaining financially, administratively, and otherwise.
- 6) No group may exist or function in any country in violation of its laws. (RCP 43.010. and 43.020.)

***Rotary Fellowships***

A Rotary Fellowship is a group of Rotarians who unite themselves to pursue a common vocational or recreational interest in order to further friendship

and fellowship. It is recommended that governors appoint a district fellowship activities committee with a chair and at least three members with responsibility for the various organized fellowship activities organized by clubs in the district, any contacts with similar activities of other districts, and any related international fellowship activities. (RCP 21.060.) Individual fellowships are not covered by RI insurance and are encouraged to assess their own risk and secure coverage as appropriate. (RCP 43.010.)

Official recognition of fellowships is subject to RI Board review and approval and other policies regarding fellowship formation. (RCP 43.010.3.)

Detailed information, including a list of all fellowships, can be found in the *Rotary Fellowships Handbook* (729-EN) and at [www.rotary.org](http://www.rotary.org).

### ***Rotary Fellowships Month***

June is designated as Rotary Fellowships Month to recognize the importance of international fellowship and goodwill among Rotarians with similar recreational and vocational interests, promote increased participation in fellowships, and increase understanding of this program. The RI Board encourages these groups to celebrate Rotary Fellowships Month through projects, activities, and events. (RCP 43.010.9.)

### ***Rotarian Action Groups***

A Rotarian Action Group is an association of Rotarians who unite themselves to conduct international service projects that advance the Object of Rotary. A list of all Rotarian Action Groups is posted at [www.rotary.org](http://www.rotary.org). Interested Rotarians are encouraged to contact these groups as resources in conducting service projects. (RCP 43.020.)

---

# 8 New Generations

It is the responsibility of each Rotarian to prepare the New Generations — all young people up to the age of 30 — by improving their life skills to ensure a better future, while recognizing the diversity of their needs. All clubs and districts are encouraged to undertake projects that support the fundamental needs of the New Generations: health, human values, education, and self-development. The RI Structured Programs for New Generations are Interact, Rotaract, Rotary Youth Leadership Awards, and Rotary Youth Exchange. Components of the Menu of Service Opportunities (e.g., Children at Risk, Health Care, Literacy and Numeracy) also address New Generations needs (see chapter 4).

## **Statement of Conduct for Working with Youth**

Rotary International strives to create and maintain a safe environment for all youth who participate in Rotary activities. To the best of their ability, Rotarians, Rotarians' spouses and partners, and other volunteers must safeguard the children and young people they come into contact with and protect them from physical, sexual, and emotional abuse. (RCP 2.110.1)

## **Failure to Comply with Youth Protection Laws**

A club must appropriately address any allegations that one of its members involved in Rotary-related youth programs has violated youth protection laws. Any club that fails to do so may have its membership suspended or terminated by the RI Board. (RIB 3.030.3)

## **Abuse and Harassment Prevention**

RI has a zero-tolerance policy toward abuse and harassment. All Rotarians, clubs, and districts should follow the Statement of Conduct for Working with Youth and the RI guidelines for abuse and harassment prevention established by the general secretary, which include the following requirements:

- 1) An independent and thorough investigation must be made into any claims of sexual abuse or harassment.
- 2) Any adult involved in a Rotary youth program against whom an allegation of sexual abuse or harassment is made must be removed from all contact with youth until the matter is resolved.
- 3) Any allegation of abuse must be immediately reported to the appropriate law enforcement agency, in accordance with RI's zero-tolerance policy.
- 4) A club must terminate the membership of any Rotarian who admits to, is convicted of, or is otherwise found to have engaged in sexual abuse or harassment. A non-Rotarian who admits to, is convicted of, or is otherwise found to have engaged in sexual abuse or harassment must be prohibited from working with youth in a Rotary context. A club may not grant membership to a person who is known to have engaged in sexual abuse or harassment.
- 5) If an investigation into a claim of sexual abuse or harassment is inconclusive, then, for the safety of youth participants and the protection of the accused, additional safeguards must be put in place to ensure the protection of any youth with whom the individual may have future contact. If there are subsequent claims of sexual abuse or harassment, the adult shall

be permanently prohibited from working with youth in a Rotary context. Regardless of criminal or civil guilt, the continued presence of the adult could be detrimental to the reputation of the organization and could be harmful to youth. It can also benefit the adult in preventing additional accusations from other youth. A person who is accused but later cleared of charges may apply to be reinstated to participate in youth programs. Reinstatement is not a right, and no guarantee is made that he or she will be instated to his or her former position. (RCP 2.110.3.)

### **New Generations Month**

September is designated as New Generations Month in order to focus on all Rotary activities that support the development of young people up to the age of 30. Rotary clubs are encouraged to use the slogan Every Rotarian an Example to Youth in club bulletins and publicity material during New Generations Month. (RCP 40.050.2.)

### **Conferences for New Generations**

At the community level, Rotary clubs should provide a forum for the New Generations to share their concerns with community leaders, express their hopes, dreams, and ambitions, and seek solutions to the problems that beset them and their communities. (RCP 40.050.3.)

### **Youth with Disabilities**

Involvement by the disabled in youth projects should be sought, and Rotary clubs and districts should contact and give every assistance to existing organizations with experience in providing service to the disabled. The RI Board recommends that district governors appoint one member of their district Youth Exchange committee to be responsible for encouraging and aiding in the participation of people with disabilities in both long-term and short-term exchanges. (RCP 41.080.)

### **Interact**

Interact clubs are organized to provide an opportunity for young people to work together in a world fellowship dedicated to service and international understanding. Students at the secondary school or pre-university level, or young people ages 14-18, are eligible for Interact club membership. A minimum of 15 charter members is recommended, but not mandated, for a new Interact club. (RCP 41.010.)

### **Goals**

- 1) To recognize and develop constructive leadership and personal integrity
- 2) To encourage and practice thoughtfulness of and helpfulness to others
- 3) To create an awareness of the importance of home and family
- 4) To build respect for the rights of others, based on recognition of the worth of each individual
- 5) To emphasize acceptance of individual responsibility as the basis of personal success, community improvement, and group achievement
- 6) To recognize the dignity and value of all useful occupations as opportunities to serve society
- 7) To provide opportunities for gaining increased knowledge and understanding of community, national, and world affairs
- 8) To open avenues of personal and group action leading to the advancement of international understanding and goodwill toward all peoples

An Interact club is organized, sponsored, and supervised by a Rotary club or clubs and is established following the endorsement of the governor upon certification and recognition by RI. Its continued existence depends upon the continued sponsorship of its sponsoring Rotary club and continued recognition by RI. Within the framework established by RI, the sponsoring Rotary club is responsible for organizing the Interact club and providing it with guidance and counsel thereafter, and has complete control and supervision over all its activities, policies, and programs. In addition, Rotarians are encouraged to recognize Interactors with certificates, medallions, pins, and seals of the Interact emblem as appropriate. (RCP 41.010.)

Where the Interact club is school-based, control and supervision of the sponsoring Rotary club shall be exercised in full cooperation with the school authorities. Such clubs are subject to the same regulations and policies established by the school authorities for all student organizations and extracurricular activities. (RCP 41.010.) Rotary club sponsorship of community-based Interact clubs organized other than in connection with educational institutions is encouraged.

A standard Interact club constitution is prescribed by RI and subject to amendment only by the RI Board. As a prerequisite of its organization and certification, each Interact club must adopt the Standard Interact Club Constitution and automatically adopt all amendments subsequently made by the RI Board. Each Interact club must adopt bylaws consistent with the Standard Interact Club Constitution and RI policy. These bylaws are subject to the approval of the sponsoring Rotary club. (RCP 41.010.)

Each Interact club must be sponsored by a Rotary club whose locality embraces the area where the Interact members live or the school(s) they attend. (RCP 41.010.)

### ***Interact Emblem***

An Interact emblem, dissimilar to the Rotary emblem, is provided for the exclusive use and benefit of Interact clubs and their members. (RCP 41.010.6.)

### ***World Interact Week***

The RI Board encourages Rotary and Interact clubs to observe the week (Monday through Sunday) that includes 5 November as World Interact Week, to involve Rotary and Interact clubs around the world in a common activity of international scope and visibility. (RCP 41.010.14.)

### ***Leadership Training Meetings for Interact***

Rotary districts are encouraged to provide for one-day training meetings for the Interact club leaders in the district. These meetings should be conducted under the direction of the RI district Interact committees, aided by the Interact representative.

Detailed Interact information can be found in the *Interact Handbook* (654-EN) and at [www.rotary.org](http://www.rotary.org).

### **Rotaract**

The Rotaract program provides young men and women an opportunity to enhance the knowledge and skills that will assist them in personal development, address the physical and social needs of their communities, and promote better relations between all people worldwide through a framework of friendship and service. (RCP 41.020.1.) Rotaract clubs are composed of young adults ages 18-30 who live, work, or study within the vicinity of the sponsoring Rotary club. On 30 June of the Rotaract year in which a member becomes 30 years old,

his or her Rotaract membership will end. A Rotaract club year should be the same as the Rotary club year. A minimum of 15 charter members is recommended, but not mandated, for a new Rotaract club. (RCP 41.020.4.)

### **Goals**

- 1) To develop professional and leadership skills
- 2) To emphasize respect for the rights of others, based on recognition of the worth of each individual, and to promote ethical standards and the dignity of all useful occupations
- 3) To provide opportunities for young people to address the needs and concerns of the community and our world
- 4) To provide opportunities for working in cooperation with sponsoring Rotary clubs
- 5) To motivate young people for eventual membership in Rotary (RCP 41.020.)

All Rotary Foundation Scholars ages 18-30 are eligible for guest Rotaract club membership during the period of their study in another country. (RCP 41.020.5.)

To ensure continuity in membership, a Rotaract club should maintain a balance in age, to the extent possible. (RCP 41.020.6.) Each Rotaract club is governed by a board of directors composed of the president, immediate past president, vice president, secretary, treasurer, and any additional directors determined by the club. All must be elected from among members in good standing of the club, with elections held annually before 1 March. Election methods must be compatible with local customs and procedures, but in no case should an election require more than a simple majority of members present and in good standing.

Each Rotaract club should be strongly encouraged to mention after its name "sponsored by the Rotary Club of (name)." (RCP 41.020.8.) District Rotaract chairs and representatives should help Rotaract clubs develop collaborative relationships with their sponsoring Rotary clubs and actively establish personal contacts with the members.

Rotaract clubs are not considered part of or a legal affiliate of the sponsoring Rotary club or of RI. Rotaract club members, known as Rotaractors, are not to be called or considered "junior Rotarians," nor may they use or wear the Rotary emblem.

### **Rotaract Emblem**

A Rotaract emblem, dissimilar to the Rotary emblem, is provided for the exclusive use of Rotaract clubs and their members. When displayed by individual club members, the emblem may be used without further information. When the emblem is used to represent a club, the name of the club should appear with the emblem. When the emblem is used to represent Rotaract clubs in a given Rotary district, it may be used only with reference to the district and its number. No publication may bear the Rotaract emblem without the club name or district number except those published by or under authority of RI for the use of Rotary or Rotaract clubs in establishing or carrying on the affairs of one of the sponsored clubs. No other use of the emblem is permitted by RI, which has legal control of the emblem. (RCP 41.020.9.)

### **Rotaract Motto**

The motto Fellowship Through Service has been adopted for appropriate use by Rotaract clubs and their members. (RCP 41.020.12.)

### ***World Rotaract Week***

The RI Board encourages Rotary and Rotaract clubs to observe the week (Monday through Sunday) that includes 13 March as World Rotaract Week and to involve Rotary and Rotaract clubs around the world in a common activity of international scope and visibility as determined by the RI president. (RCP 41.020.13.)

### ***Rotaract Organization***

A standard Rotaract club constitution is prescribed by RI and subject to amendment only by the RI Board. As a prerequisite of its organization and certification, each Rotaract club must adopt the Standard Rotaract Club Constitution and automatically adopt all amendments subsequently made by the RI Board. Each Rotaract club must also adopt bylaws consistent with the Standard Rotaract Club Constitution and RI policy. These bylaws are subject to the approval of the sponsoring Rotary club. (RCP 41.020.)

A Rotaract club may be organized and sponsored jointly by more than one Rotary club under the following conditions:

- 1) The governor gives written approval, stating his or her judgment that the proposed joint sponsorship would serve the best interests of the district, the Rotary clubs concerned, and the Rotaract program.
- 2) The organization of separate Rotaract clubs, each sponsored by a single Rotary club, would create or result in an artificial division of what is essentially a single body of young adults within the community or university.
- 3) A joint Rotaract committee is created with effective representation from each of the sponsoring Rotary clubs. (RCP 41.020.)

A Rotaract club may be terminated by

- 1) Rotary International, with or without the consent, approval, or concurrence of the sponsoring Rotary club, for failure to function in accordance with its constitution or for other cause
- 2) Its sponsoring Rotary club, after consultation with the governor and district Rotaract representative
- 3) The Rotaract club itself, upon its own determination (RCP 41.020.)

The RI Board does not recognize the right of any individual or organization except RI to circularize Rotaract clubs for any purpose except in the case of Rotaractors responsible for organizing Rotaract club, district, and multidistrict meetings. (RCP 41.020.)

### ***Leadership Training Meetings for Rotaract***

Districts shall provide all incoming Rotaract club officers with leadership training. The training should include a one- to two-day leadership training seminar — conducted by the Rotaractors' district committee in coordination with the Rotarians' district Rotaract committee and paid for by the sponsoring Rotary clubs — for all incoming Rotaract club officers, directors, and committee chairs. Where appropriate, training should be included in the Rotary district assembly program. Where circumstances dictate, other mutually agreed-upon financial arrangements may be made involving the sponsoring Rotary clubs, Rotary district, and Rotaract participants. Rotary districts shall provide leadership training of Rotaract district committees on a multidistrict basis. (RCP 41.020.)

Additional Rotaract information can be found in the *Rotaract Handbook* (562-EN) and at [www.rotary.org](http://www.rotary.org).

## **Rotary Youth Leadership Awards (RYLA)**

Rotary Youth Leadership Awards (RYLA) is an RI Structured Program for young people ages 14-18 and 19-30. The age groupings are meant to address varying needs and maturity levels. The RI Board encourages clubs and districts to invite socially and economically disadvantaged youth with leadership potential to participate in RYLA programs. (RCP 41.060.4.)

RYLA is intended to develop qualities of leadership, good citizenship, and personal development among the young people of their communities. RYLA programs may be conducted at the club or district level, and most follow a seminar or leadership camp format. (RCP 41.060.1.)

### **Goals**

- 1) To further demonstrate Rotary's respect and concern for youth
- 2) To encourage and assist selected youth leaders and potential leaders in methods of responsible and effective voluntary youth leadership by providing them with a training experience
- 3) To encourage continued and stronger leadership of youth by youth
- 4) To publicly recognize the qualities of many young people who are rendering service to their communities as youth leaders (RCP 41.060.2.)

RYLA programs should include a core curriculum addressing the following topics:

- 1) Fundamentals of leadership
- 2) Ethics of positive leadership
- 3) Importance of communication skills in effective leadership
- 4) Problem solving and conflict management
- 5) What Rotary is and what it does for the community
- 6) Building self-confidence and self-esteem
- 7) The elements of community and global citizenship, while reflecting issues of local relevance carried out in a manner appropriate to local customs (RCP 41.060.3.)

Rotarians involved in RYLA are encouraged to

- 1) Make contact with each other, share information, and attend each others' RYLA events
- 2) Organize multidistrict or international RYLA events
- 3) Place information about their RYLA events, including key training materials, on the Internet
- 4) Invite RYLA participants who may not have easy access to leadership development opportunities, including candidates from other organizations
- 5) Provide continuity to their RYLA participants by including them in the development of future RYLA events and encouraging them to become involved in mentoring (RCP 41.060.5.)

RYLA events should be established to facilitate the exchange of information between Rotarians involved in RYLA, possibly at the zone level. In addition, governors and directors are encouraged to include RYLA in the programs of the district assembly, district conference, and Rotary institutes. (RCP 41.060.6.)

Additional RYLA information can be found in *Rotary Youth Leadership Awards* (694-EN) and at [www.rotary.org](http://www.rotary.org).

## **Youth Exchange**

Youth Exchange is an RI Structured Program that gives youth ages 15-19 an opportunity to visit or study in a country other than their own. Long-term exchanges allow the student to study in another country for an academic year. Short-term exchanges allow the student to visit another country for as little as a few weeks.

All students must apply locally and be sponsored by a Rotary club in their community. The parents or legal guardians are expected to provide health, accident, and liability insurance and roundtrip transportation to and from the hosting, district. Host families for the students are expected to provide room and board for the student, while the hosting, or receiving, district should provide for all educational expenses, as well as a modest monthly allowance for those students on a long-term exchange. Exchanges are organized between sponsoring and hosting districts by agreement and are expected to be reciprocal.

The RI Board has established recommended guidelines to assist clubs and districts in implementing their Youth Exchange activities (see RCP 41.080.).

All club, district, and multidistrict Youth Exchange programs are encouraged to enhance risk management efforts to prevent and respond appropriately to any alleged instances of physical, sexual, and emotional abuse involving program participants. In addition, clubs and districts are strongly encouraged to consult legal counsel regarding liability issues before undertaking Youth Exchange activities, including advice on securing liability insurance.

The RI Board, with a view to promoting Youth Exchange as an opportunity for the development of international understanding, encourages governors to appoint district Youth Exchange officers or committees, include incoming governors as members of these committees, and provide the general secretary with their names and addresses. The district Youth Exchange officers or committees are under the supervision of their respective governors and should report to them. (RCP 41.080.)

### ***Youth Exchange District Certification***

The general secretary maintains a district certification program for Youth Exchange. The certification process requires all district Youth Exchange programs to provide Rotary International with evidence that they have adopted the youth protection, student support, and other guidelines in their long-term and short-term exchange programs. All club and district Youth Exchange programs must comply with RI sexual abuse and harassment prevention policies and other requirements in order to participate in the Youth Exchange program. If local circumstances or laws are such that a district cannot meet any one of the guidelines, they must notify the general secretary in writing and develop alternate procedures that maintain the intent of the guidelines in order to be considered for certification. Only certified districts may participate in the Youth Exchange program, and districts conducting exchanges with noncertified districts jeopardize their own certification status. (RCP 41.080.)

### ***New Generations Exchanges***

New Generations Exchanges are for youth ages 18-25 and are administered under the auspices of the Youth Exchange program. These short-term exchanges for individuals or groups last from three to six weeks. (RCP 41.080.9)

### ***Multidistrict Exchange Programs***

Each governor is urged to do all possible to foster Youth Exchange activities in the district while retaining authority over the program. It is recognized that

clubs in two or more districts may wish to jointly undertake an activity or program. The RI Board has no objection to recognizing these multidistrict groups, provided the governor of each district involved meets the appropriate provisions (see RCP 41.080.4.).

***Rotary Club Involvement in Youth Exchange***

Rotary clubs may not send or receive Youth Exchange students outside of the structure of their district's Youth Exchange program. No Rotary club may assist or cooperate in sending a young person abroad on an international travel activity unless careful plans, covering every aspect of the proposed trip, are made.

No Rotary club is obliged to provide hospitality or assistance to any young person from another country, despite any documented or claimed sponsorship of a Rotary club, unless the receiving Rotary club has specifically agreed in advance to provide such hospitality or assistance. It is the prerogative of any Rotary club to determine what assistance, if any, it will offer to young persons. (RCP 41.080.5.)

Additional Youth Exchange information can be found in the *Youth Exchange Handbook* (746-EN) and at [www.rotary.org](http://www.rotary.org).