

World Community Service

Criteria for Assessing International Project Proposals

RCBI supports international projects with clear objectives, defined beneficiaries, detailed project and evaluation plans, accountable project management teams, a plan for sustainability, and that comply with club requirements and funding priorities, as set forth below. Projects shall consider The Rotary Foundation's (TRF) 'areas of focus' and address economic development and basic humanitarian needs.

1. Projects have clearly defined beneficiaries (recipients of project benefits) from communities in developing countries.
 - a. Beneficiaries meet an established definition of living in poverty.
 - b. Beneficiaries are considered 'clients' and equals in their project implementation role.
 - c. Beneficiaries are defined in terms of numbers, their characteristics, and locales.
 - d. Beneficiaries are not able to achieve project results on their own.
 - e. Beneficiaries agree with the priority purpose of the project.
2. Projects are designed to produce clearly defined, sustainable impacts.
 - a. Impacts are defined as positive changes that improve the economic prospects or quality of life of beneficiaries.
 - b. Impacts are regarded to be sustainable when a community or individual can independently maintain them over time (e.g., 10 years or more), and where the method of intervention (in the short term) doesn't create greater problems or barriers to solve the root problem (in the long term).
 - c. Beneficiaries are to be actively involved in project planning to maximize sustainability, and to lessen the risk of adverse unintended project consequences.
 - d. Beneficiaries must possess the commitment and resources necessary to sustain the project impacts (beneficiaries cannot be targeted twice in a 'repeat project').
 - e. Projects will use locally sourced materials and resources as able.
3. Projects have stated, measurable objectives and evaluation plans, based on sustainable impacts.
 - a. Project objectives will be specifically stated in terms of impacts on the beneficiaries.
 - b. Project outputs and costs will be clearly stated to help assess costs versus benefits.
 - c. Projects shall have measurable outcomes and evaluation methods, and results will be verified.
 - d. Planning and project budget should address necessary/required travel, consistent with project size. Funding requests for travel must be stated at time of project approval.
4. Projects have designated Project Teams, and funding and management partnerships with well-defined responsibilities.
 - a. RCBI member involvement and time frame of RCBI involvement will be clearly defined for each project.

- b. Project Teams are actively involved in project planning, execution, and impact assessment including site visits, interviews with beneficiaries, initiating independent audits and collaborating with other project partners.
 - c. Project planning should expect RCBI members to develop quality relationships and communication mechanisms with all key stakeholders in the project partnership and within the host country.
 - d. Project Teams will ensure that individuals involved in a project conduct their activities to avoid actual or perceived conflicts of interests.
 - e. For projects in which RCBI has a management role (funded by TRF or not):
 - at least three BI Rotarians must be designated and involved in project planning and implementation, and financial oversight. These members are the Project Team. One is designated Project Leader.
 - When RCBI has shared project management responsibilities, a Memorandum of Understanding shall be established between all partners. The MOU will define project management roles and specific responsibilities for accountability.
 - f. For projects that RCBI funds, but has no management role:
 - At least two members shall be designated to track the project. One is designated Project Liaison.
 - Project Liaison will obtain copies of MOU's, project plans, records of project expenditures, final evaluations and completion reports.
5. Funding Priorities and Restrictions.
- a. As a general rule, RCBI will fund larger projects with high impact potential, rather than numerous smaller projects with limited potential impact.
 - b. Priority is given to projects that qualify for matching District and TRF funds OR will notably leverage Club funds by raising substantial funds from donors or other clubs.
 - c. Priority is given to projects initiated by RCBI Members, have formed a Project Team, and have established partnerships with host country Rotarians, local Rotary Clubs, OR high quality NGOs.
 - d. Requests to support projects initiated from outside the Club, who are NOT current or previous project partners, and do NOT involve RCBI member participation are given low priority.
 - e. Projects that promote a particular political or religious viewpoint will not be funded.
 - f. Disaster relief is not funded via the WCS process (such requests should be forwarded to the Rotary Board).