

Exhibit C

**PLANNING GUIDELINES
FOR DISTRICT GOVERNOR NOMINEE DESIGNEE
ROTARY INTERNATIONAL DISTRICT 6000, INC.**

It is the intent of the District Nominating Committee to select a District Governor Nominee Designee (“DGND”) for Governor on a schedule which allows the DGND to have approximately three years of planning time, before he or she starts their Governor’s Rotary Year. During the first part of this planning period, the DGND will get involved in the activities of the District Board of Directors and the District Budget and Finance Committee. Members of these committees include several immediate, past and future Governors. This period of time allows the DGND to become familiar with the management process for the District and is a member of the Board of Directors.

Two years prior to the start of the Governor’s term (July 1) the DGND’s title changes to DGN, and the planning process expands to include leadership from RI. RI will get actively involved in the training activities for the DGNs, beginning with the Rotary Zone Institute training in the fall, two years prior to the start of the DGN’s gubernatorial year. The final training will occur at the International Assembly early in the calendar year of the start of the DGE’s gubernatorial year.

Each year, the schedule of specific activities may vary from month-to-month. However, there is a general planning schedule that can be used as a guideline for the Governor’s planning process. The Governors serving recent terms are available to share experiences and provide assistance when needed.

Attached is a typical planning calendar for some of the major activities that can be anticipated during the preparation period for the DGE, the DGN and DGND and during the Governor’s term.

**Planning Calendar
For District Governor Nominee Designee (“DGND”)
Rotary International District 6000, Inc.**

Following Selection as DGND

Review resume to assure information is current. Upon Selection

Obtain 4”x5” glossy photos-black and white-for use by Nominating Committee for submittal of nomination forms to RI. Will need individual color photos of self and spouse, as well as couple photos for other use. Furnish to Nominations Committee chair.

**Rotary Year-24 months prior to July 1 start
of Governor’s term**

Attend Zone Institute and participate in Governor Nominee training. Fall

Prepare SHARE budget for The Rotary Foundation. March deadline
(Sets budget for GSE teams, Ambassadorial Scholars, Matching Grant funds, etc.).

Select site for District Conference. Winter
(Someone in your Member-Club can assist you, since you probably will not have selected a District Conference chair at this point).

Select District Trainer. Winter
(This person and a committee coordinate all the planning for the AG training, President Elects training and District Assembly Events)

Select District Treasurer. Spring

Select Foundation Committee chair. Spring

Complete printing-calling cards, stationery and envelopes. Spring

Rotary Year-12 months prior to July 1
start of Governor's term.

DGN becomes DGE.	July 1
Training Committee planning activities.	Start Summer
Rotary (Zone) Institute (includes initial training for Governors Elect).	Fall
Select District Conference chair/Co-chairs.	Fall
Select AGs.	Fall
Budget preparation for Governor's year/work with Budget and Finance Committee.	October/December
Select District Committee chairs-assist with committee member selections. Complete end of year	Start Fall
Memo to Presidents Elect-start planning schedule for Governor's Member-Club visits. Complete before AG training.	Winter
International Assembly. (Intense training for DGEs and partners along with other DGEs. Theme will be announced.)	January
Assistant Governors' training seminar.	February/March
Presidents-Elect Training Seminar (P.E.T.S.)	February/March
District Committee Appointments to RI	March
District Assembly.	March/April/May
Prepare District Leadership Directory.	April/May
District 6000 Conference	April/May/June
RI Convention.	May/June
Governors-elect Training Seminar (GETS) Expense (form G)	May
Membership/Foundation Club Goal Reports to RI	May
Submit itinerary of official visits to R.I	June

Rotary Year-July 1 start of Governor's term.

Begin Governor's year.	July 1
Zone Foundation/Membership/PR Seminar	July/August/September
Member-Club visits.	July-December
District Foundation/Membership/PR Seminar(s).	Fall
Rotary (Zone) Institute.	Fall
Assistant Governors Social	Fall
Past Governors holiday event.	November
Register for RI Convention	December 15
Interim Rotary Year-financial reports to RI	January 31
AG's training seminar.	February/March
PETS.	February/March
District Assembly.	March/April/May
District Conference (cannot be within two weeks of International).	March/April/May
International Convention.	May/June
End of Governor's year.	June 30
Past Governors summer event.	July
Close out Rotary Year-financial reports to RI	July 31
District Financial Review report complete (for Governor's Rotary Year).	November 15