



800 Lakeview Avenue  
Jamestown, NY 14701  
716-484-8814

#### **District Rotary Foundation Subcommittees**

It is recommended that Rotary Foundation committee members be past district governors, past assistant governors, effective past district subcommittee members, or experienced Rotarians.

#### **Fundraising Subcommittees**

**Purpose:** The fundraising subcommittees, **Annual Fund, Endowment Fund, Paul Harris Society and PolioPlus**, are responsible for overseeing the fundraising strategy of the district as well as helping club set and achieve their Rotary Foundation contribution goals.

**Time commitments depend upon demand and need to be managed by the respective Chairperson to address in a reasonable time frame.**

#### **Title of Position: Annual Fund Subcommittee Chair**

**Reports to:** District Rotary Foundation Committee Chair

**Duration of Appointment:** Appointed for a one-year term, renewable up to a maximum of three years.

**Overall Scope of Position:** Monitor and manage Foundation Annual Fund giving and recognition efforts in the district.

**Structure:** Chairperson with option to engage additional Rotarians as committee members if considered to be in the best interests of the district.

**Qualifications:** In appointing members of the district Annual fund subcommittee, preference should be given to Rotarians with professional expertise in fundraising, sales, marketing, public relations or financial field.

#### **Duties and Responsibilities:**

- Assist and advise clubs on setting fundraising goals and strategies to achieve them.
- Publicize club and district monthly goal accomplishments.
- Encourage contributions in support of club goals.
- Encourage participation in fundraising events.
- Promote special giving opportunities as the Paul Harris Society, Sustaining Members gifts, challenge/leverage gifts, corporate matching gifts as well as corporate and/or community Foundation support. .
- Coordinate donor appreciation events within the district to ensure that donors receive appropriate recognition.
- Strive to coordinate efforts with all other district Fundraising Subcommittee chairs.
- Provide input on district designated fund distribution.

#### **Title of Position: Endowment Fund Subcommittee Chair**

**Reports to:** District Rotary Foundation Committee Chair

**Duration of Appointment:** Appointed for a one-year term, renewable up to a maximum of three years.

**Overall Scope of Position:** Monitor and manage Foundation Endowment Fund giving and recognition efforts in the district.

**Structure:** Chairperson with option to engage additional Rotarians as committee members if considered to be in the best interests of the district.



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**Qualifications:** In appointing members of the district Endowment fund subcommittee, preference should be given to Rotarians with professional experience in fundraising, legacy giving, estate planning, or financial field.

**Duties and Responsibilities:**

- Engage clubs to establish Benefactor, Bequest Society and Major Gift goals.
- Inform Rotarians and supporters of The Rotary Foundation of the available planned giving options.
- Work with club Presidents to recognize Benefactors and Bequest Society members.
- Coordinate the identification, cultivation and solicitation of potential donors in support of the Endowment Fund; involve district leadership, Regional Rotary Foundation Coordinators, Trustees and Directors, Alumni and Major Donors in planning and soliciting major gifts prospects, as appropriate.
- Thank Benefactors, Bequest Society members and Major Donors while continuing to nurture further relationships.
- Strive to coordinate efforts with all other district Fundraising Subcommittee chairs.
- Provide input on district designated fund distribution.

**Title of Position: Paul Harris Society Coordinator**

**Reports to:** District Rotary Foundation Committee Chair

**Duration of Appointment:** Appointed for a one-year term, renewable up to a maximum of three years.

**Overall Scope of Position:** The Paul Harris Society recognizes Rotarians and friends of The Rotary Foundation (TRF) who personally contribute US \$1,000 or more to the Annual Fund, PolioPlus or an approved Foundation grant each Rotary year. The role of this position is to promote the Paul Harris Society and oversee appropriate recognition of the members of the Society.

**Structure:** Chairperson with option to engage additional Rotarians as committee members if considered to be in the best interests of the district.

**Qualifications:** In appointing members of this district fundraising subcommittee, preference should be given to Rotarians with a strong passion for The Rotary Foundation with an ability to inspire others to consider an ongoing financial contribution.

**Duties and Responsibilities:**

- In collaboration with Zone and district leaders, the coordinator works to identify Rotarians and friends of Rotary who have the commitment and financial capacity to support TRF at the US \$1,000 level or greater annually.
- Evidences the ability to facilitate meaningful and culturally appropriate recognition opportunities for new and existing Paul Harris Society members. .
- Strive to coordinate efforts with all other district Fundraising Subcommittee chairs.
- Provide input on district designated fund distribution.

**Title of Position: PolioPlus Subcommittee Chair**

**Reports to:** District Rotary Foundation Committee Chair

**Duration of Appointment:** Appointed for a one-year term, renewable up to a maximum of three years.

**Overall Scope of Position:** PolioPlus subcommittee is responsible to support Rotary's commitment to polio eradication and to encourage participation in PolioPlus activities by all Rotarians.



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**Structure:** Chairperson with option to engage additional Rotarians as committee members if considered to be in the best interests of the district.

**Qualifications:** In appointing members of the district PolioPlus subcommittee, preference should be given to Rotarians with club level experience with the PolioPlus program. As well, professional experience in a relevant field, such as public health, marketing, or transportation would be of value.

**Duties and Responsibilities:**

- Responsible to encourage PolioPlus donations from Rotarians, clubs, the district and donations of District Designated Fund, DDF.
- Encourage all clubs in the district to participate in at least one activity in support of the eradication of Polio.
- Work with the DRFC chair, district public relations committee and the governor to ensure appropriate recognition of exemplary polio eradication efforts by Rotarians and clubs in the district.
- Coordinate with national and/or regional PolioPlus committees as well as government and other agencies in the implementation of polio eradication efforts.
- Strive to coordinate efforts with all other district Fundraising Subcommittee chairs.
- Provide input on district designated fund distribution.