

## Comments How to Report on Progress on Goals

There are three means that Progress is reported on RCC Goals

1. Manually by your club
2. Automatically direct from the RI Data bank
3. From Service Activities as you complete an activity

### **a) Manual Input**

When you click "EDIT" in the 'goal Center', the goals where you can record your achievement will open to allow you to record a value. (If the goal will have the achievement set automatically, you will not be able to enter a value.)

### **b) Automatic set by RI data Bank**

All goals except Service goals, that do not allow you to enter a value, will have the achievement populated directly from the RI Data bank. These goals are in the Membership and Foundation Giving areas. One can recognize that RI wants to simply ensure the accuracy of the data.

### **c) Service Activities**

In the Goal Center under 'Service' you are only allowed to set a goal that represents the number of Service Activities that the club will accomplish. Service activities include any activity that the club does in the following categories:

- Community
- International
- Vocational
- Young Leaders
- Fundraisers
- Area of Focus
- Polio
- Environmental
- Disaster Response

Activities do not have to be Fundraiser and/or Money Granting in nature. You will be tracking the number of volunteers and the hours spent volunteering. This means that the simple act of picking up garbage along the shore, or reading to kindergarten children, will be a Service Activity.

More on Service Activities in the next section!