**How to enter Foundation Goals and Foundation Chairs**

To set a Foundation Goal go to RI website at [www.rotary.org](http://www.rotary.org/)

Go to **My Rotary**

Go to **Member Center**

Under the list titled **Rotary Global Rewards** **Online Tools**

Click on **Rotary Club Central**

Click on **Goal Center** on the left

Choose **Rotary Foundation Giving**

Choose **EDIT**, go to **Annual Fund** and **enter your goal.**

To name a Foundation Chair go to the District website at [www.rotary7910.org](http://www.rotary7910.org/)

**Log in**

Go to **Member Area**

The **Administration page** will come up

Go to the **For Club Executives** area

Choose **Define Club Executives**

Go to **Foundation chair**, choose **EDIT** on the right

**Enter the name** of the Foundation Chair which you choose from the drop down list.