



# Understanding the Rotary Citation 2020-21



The Rotary Citation for 2020-21 is substantially different in concept and process from prior Citations. It is not expected that there will be an "achievement guide" or "how-to" page on the Rotary.org website. This guide should provide a quick understanding of how to qualify for the Rotary Citation in 2020-21. Here are the important things to know:

- This Citation has **no fixed or minimum achievement criteria**.
- To qualify, your club must set and achieve its **own goals** in **13** of 25 Goal Categories (half of the categories).  
You may select categories important to you and set your target level of achievement in each.
- Achievements in each category must be entered by the club in Rotary Club Central, except for Membership, Annual Fund and PolioPlus contributions which will be updated from Rotary.org data in real time.
- Set a goal in each of at least 13 categories - more categories if you wish (you only need to accomplish 13).
- Enter your club's accomplishments in Rotary Club Central by **June 30, 2021**. When you've achieved your goals in at least 13 categories you qualify for the Citation. **Important:** If you're counting on a Membership achievement, your membership must be sustained through June 30, 2021. A late termination or two sometimes trips clubs up.

## ----- Goal Entry Process -----

1. Start at [Rotary.org/ClubCentral](https://Rotary.org/ClubCentral)
2. Log in. If you're unable to log in, you may need to Create an Account in My Rotary - use the "REGISTER FOR AN ACCOUNT" button, follow the prompts and watch for a confirming email.
3. Click Goal Center on the left navigator:
4. Change the year at the top to 2020-21. You may need to click the "All" tab on the right. An editable list of all 25 available Goal Categories will open.
5. Check the Select Goal box for those you intend to pursue. Remember - you can choose as many Categories as you wish, of which you must achieve 13.
6. Note the "**Show goal details and history**" link - that provides data for prior years that will be helpful in arriving at realistic and achievable goals:

Club membership <a href="#">Show goal details and history</a>	ACHIEVEMENT -	OF	GOAL -	SELECT GOAL <input checked="" type="checkbox"/>
	As Of 11-Feb-20		Enter Goal Value	

7. You do not have to enter all goals at once - take your time, click  before leaving.
8. Likewise, you can enter your achievements the same place, at any time prior to June 30, 2021.
9. Goals should be entered by July 1, 2020.

If you have questions, please contact your District Governor or Assistant Governor.