

APPENDIX B

YOUTH POLICIES Contents

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1. INTRODUCTION

1.1 CONFIDENTIAL INFORMATION

This information remains the copyright of Rotary International District 9213. It should not be reproduced in whole or part without the express written permission of the District Governor of District 9213.

1.2 Scope

This document is intended to outline key policies in relation to Youth, more specifically Rotaract and Interact. This document has extracts of and must be read in conjunction with the *Rotary Code of Policies 2021* and the document *Changes to Rotary Code of Policies Elevate Rotaract effective July 2020*.

2. ROTARACT

All section numbers hereunder refer to the relevant section in the *Rotary Code of Policies* and have not been modified to enable cross reference to the parent document. Only relevant sections have been included here. The full document *Changes to Rotary Code of Policies Elevate Rotaract effective July 2020* can be found on the RI Website.

2.1 ELEVATION OF ROTARACT

Membership of Clubs in RI

RI is an association of member ***Rotary clubs and Rotaract Clubs***, each of which has a direct relationship and common responsibility to the association with no national or other grouping of clubs intervening in the administration and functioning of the clubs as members of RI. Every member club of RI is expected to comply with the provisions of the constitutional documents which provide for the organizational structure and functioning of the club.

2.2 MEMBERSHIP, SPONSORSHIP AND BASE

12.010. Membership in a Rotaract club

A Rotaract club is an organization of young adults who take action through community and international service, learn leadership skills, and participate in professional development.

12.020. Sponsorship

1. A Rotaract club is established following the endorsement of the governor and upon certification and recognition by Rotary International. Its existence depends upon continued recognition by Rotary International.
2. A Rotaract club may be organized, sponsored, and counseled by Rotary club(s) or Rotaract club(s) provided that:
 - a) Rotaract clubs shall be sponsored only by Rotary or Rotaract clubs within the boundaries of the district in which they are located.
 - b) A Rotaract club may be organized and sponsored jointly by up to three Rotary clubs or Rotaract clubs and may be sponsored jointly by more than three Rotary clubs or Rotaract clubs with the governor's approval if, in the governor's considered judgment, the best interests of the district, the sponsor clubs, and the Rotaract club concerned would be effectively served. A joint Rotaract committee should be created with representation from each of the sponsor clubs.
 - c) All sponsor clubs must pay a certification fee of US\$50 for new Rotaract clubs.

12.30 Rotaract Club Base

12.30.1 Rotaract club base: A Rotaract club may be community or tertiary education institution based.

12.30.2 Tertiary Education Institution based clubs

Where the Rotaract club is university-based, control and counsel by the sponsor Rotary club(s) shall be exercised in full cooperation with the university authorities, with the understanding that such clubs are subject to the same regulations and policies established by the university authorities for all student organizations and extracurricular activities of the university (or other institution of higher education.)

2.3 GOVERNANCE

12.40 Standard Rotaract Club Constitution and Recommended Rotaract Club Bylaws

12.40.1 Standard Rotaract Club Constitution

There shall be a "Standard Rotaract Club Constitution" prescribed by Rotary International and subject to amendment only by the Board of Directors of Rotary International. As a prerequisite of its organization and certification, each Rotaract club shall adopt the "Standard Rotaract Club Constitution" and shall automatically adopt all amendments thereto subsequently made.

12.40.2 Recommended Rotaract Club Bylaws

Each Rotaract club shall adopt bylaws not inconsistent with the "Standard Rotaract Club Constitution" and with policy established by Rotary International.

12.50 Rotaract Club Suspension and Termination

12.50.1 Suspension of Rotaract clubs

1. The general secretary may suspend any club that fails to report club and membership information to RI annually, no later than 30 June.
2. The general secretary may reinstate any suspended club if such annual reporting is completed by such time as deemed necessary by the general secretary.

12.50.2 Status of Suspended Rotaract Clubs

The suspension of a club will result in the imposition of the following measures until such time that the club has been reinstated:

- a) Club is not authorized to participate in RI events and activities.
- b) Club is not authorized to receive awards or recognition from RI or TRF.
- c) Club will not receive communications from RI.

12.50.3 Termination of Rotaract Clubs - a Rotaract club may be terminated

1. by Rotary International, with or without the consent, approval or concurrence of the sponsor club(s), for:
 - a. failure to function in accordance with its constitution

- b. initiating, or maintaining, or retaining in its membership an individual who initiates or maintains litigation against a Rotary district, Rotary International, or The Rotary Foundation, including their directors, trustees, officers, and employee; or
- c. for other cause

- 2. by its sponsor club(s); or
- 3. by the Rotaract club itself upon its own determination.

12.060 Rotaract Marks

Rotaract club members shall be entitled to use and display the Rotaract name and logo in an appropriate and dignified manner during their period of membership in a Rotaract club and shall relinquish such entitlement upon termination of membership in a Rotaract club or upon the termination of the Rotaract club in conformity with the *Rotary Code of Policies* Article 34.060.4.

2.4. CLUB FINANCES

12.070. Rotaract Club Finances

- 1. Individual Rotaractors shall pay annual membership fees to their Rotaract club to cover the cost of club administration.
- 2. Any fees, dues or assessments on the membership of any Rotaract club shall be nominal and shall be only for the purpose of covering the cost of administering the club.
- 3. Funds for activities and projects undertaken by Rotaract clubs shall be raised by such clubs apart from membership fees, dues or assessments and shall be placed into a separate account.
- 4. A thorough audit by a qualified person shall be made once each year of all the club's financial transactions.
- 5. It is the responsibility of the Rotaract club to raise the funds necessary to carry out the program of the club.
- 6. Rotaract clubs should not make general solicitations for financial assistance from Rotary clubs or from other Rotaract clubs. Sponsor clubs may provide financial support when mutually agreed upon.
- 7. No part of the expenses of meetings of Rotaract clubs shall be paid by Rotary International.
- 8. **Rotaract clubs will follow the same Financials Procedures Guidelines of the District as further elaborated in Appendix A of the District Policies and Procedures Manual.**

2.5 LEADERSHIP AND ACTIVITIES

12.80 Rotaract District Meetings and Activities

12.80.1 District Rotaract Committee

District Governors are encouraged to appoint a district Rotaract committee as noted in the *Rotary*

12.80.2 District Rotaract Representative

A district with two or more Rotaract clubs must elect a district Rotaract representative nominee from among their membership. **The procedure for Nomination of the District Rotaract Representative Nominee (DRRN) will follow the same procedure as the District Governor Nominee of the District and which is outlined in the Policy & Procedures Manual of the District.** The District Rotaract Representative Nominee must:

1. have served as a Rotaract club president or as a member of the district Rotaract committee for one full term before taking office.
2. In a district with one Rotaract club, the district Rotaract representative shall be the most recent, available past Rotaract club president.
3. The district Rotaract representative will be guided and counseled by the Rotary governor and should work with the district Rotaract committee and other appropriate Rotary district committees.
4. The district Rotaract representative in conjunction with other district leaders, should:
 - a) Develop and distribute a District Rotaract newsletter
 - b) Support and implement leadership training
 - c) Conduct Rotaract promotion and extension activities throughout the district
 - d) Plan and implement service activities (if approved by three-fourths of the Rotaract clubs in the district)
 - e). Provide advice and support to Rotaract clubs in implementing their projects.
 - f). Help coordinate joint Rotary-Rotaract activities in the district.
 - g). Coordinate public relations activities for Rotaract at the district level
 - h). Plan and implement a training session for Rotaract club officers in the district
5. All election disputes shall be resolved locally by the district governor based on district policy in consultation with the district Rotaract chair. RI will not intervene.

12.80.3 District Rotaract Meetings and Activities

1. Rotaract clubs may organize district conferences or other meetings beyond the club level, with the approval of the district governor, to bring together all Rotaractors and Rotarians in the district to inspire greater collaboration, discuss important topics, or provide leadership training.
2. No meeting of members of Rotaract clubs beyond the club level shall have any legislative authority nor shall be so organized as to give the appearance of having such authority.
3. At a district Rotaract meeting, a three-fourths majority of the Rotaract clubs in a district may vote to undertake a district service project.
4. Such a project must be approved by the governor, and specific plans and instructions for the administration of the district project must also have the approval of the governor and three-fourths of the Rotaract clubs in the district.

2.6 DISTRICT FINANCES

12.80.4 District Rotaract Finances

1. The District should make provisions to fund the administrative activities of the district Rotaract committee.
2. All district Rotaract activities shall be financed by the Rotaract clubs in the district.
3. The cost of district Rotaract meetings shall be minimal and within the financial means of those participating. No expenses of district Rotaract meetings shall be paid by Rotary International.
4. A district Rotaract service fund may be established to raise funds for a district service project. Contributions to such a fund must be voluntary and cannot be made enforceable upon the individual.
5. A service fund must be approved by the governor, and specific plans and instructions for use of the fund must also have the approval of the governor and three-fourths of the Rotaract clubs in the district.
6. The governor must appoint a district fund committee to be responsible for collecting and administering the district fund, such committee to be composed of at least one Rotaractor and one Rotarian from the district Rotaract committee.
7. The district service fund must be kept in a bank account which clearly indicates that the fund is the property of the district Rotaract organization and not the personal property of any individual Rotaractor or Rotaract club.
8. **District Rotaract will follow the same Financials Procedures Guidelines of the District as further elaborated in Appendix A of the District Policies and Procedures Manual.**

2.7 TRAINING

12.110 Rotaract Leadership Training

12.110.1 Training and support by the sponsor Rotary club

1. An effective Rotaract club depends on the guidance, support, and active participation of the sponsor Rotary club(s). Rotarians should be involved in the training of Rotaractors, Rotaract club officers, directors, and committee chairs. Sponsor Rotary clubs should:
 - a) appoint Rotarian mentors to Rotaractors in their sponsored Rotaract clubs;
 - b) promote district, multidistrict, and international training opportunities for Rotaractors, including the Rotaract Preconvention.

12.110.2 Training and support by the Rotary district

1. An effective Rotaract club also depends on the support of the Rotary district. The district Rotaract representative, in conjunction with the district Rotaract committee chair, the district trainer, the district governor-elect, and the district governor, shall promote Rotaract training needs during planning for Rotaract training seminars, and other district events.
2. The district Rotaract representative should organize a Rotaract district conference to

promote service, increase international understanding, enhance professional development, and build friendship and connection. Where possible, the Rotaract district conference should occur in conjunction with the Rotary district conference and include at least one joint session.

3. The chair of the district Rotaract committee and the district Rotaract representative shall facilitate a one to two-day leadership training seminar for all incoming Rotaract club officers, directors, and committee chairs

12.110.3 Rotaract Preconvention

1. The Rotaract Preconvention brings Rotaractors together to inspire and inform them to develop strong clubs and districts, build international friendships, and enhance the connections between Rotaract and Rotary at an international level. Through a variety of sessions, the preconvention:
 - a) provides training, encouragement, and motivation to Rotaract leaders to advance Rotaract in their districts and to strengthen their connection to Rotary;
 - b) Facilitates sharing between Rotarians and Rotaractors, including past club presidents, district Rotaract representatives, and multidistrict leaders as well as those new to Rotaract
2. Rotary districts shall pay for the attendance of district Rotaract representative at district, multidistrict, or international leadership training meetings. District Governors are encouraged to defray all or part of the costs associated with the attendance of district Rotaract representatives- elect at the Rotaract Preconvention Meeting.

2.8 COMMITTEES

17.030.2 District Committees

Committee Qualifications

The minimum recommended qualification for appointment to a district committee is membership, other than honorary, in good standing in a Rotary or Rotaract club in the district. **District Governors are strongly encouraged to appoint Rotaractors to every district committee.**

17.030.2 Additional Committees

District Rotaract Committee

Governors should appoint one joint district Rotaract committee composed of equal numbers of Rotarians and Rotaractors. The district Rotaract committee chair (a Rotarian) and the district Rotaract representative (a Rotaractor) should serve as co-chairs of this committee. Where feasible and practicable in the appointment of district Rotaract committees, there should be provision for continuity of membership by appointing one or more members for a second term. The district Rotaract committee should assist the governor in publicizing the Rotaract, promoting the organization of new Rotaract clubs, and administering Rotaract within the district.

3 INTERACT

- i. Rotary has a number of youth programs and has issued a number of policies for them under Article 41 of the Rotary Code of Policies for adoption from 1st July 2020.
- ii. An Interact club is a Rotary club sponsored organization of young people, ages 12 to 18, whose purpose is to provide opportunity for them to work together in a world fellowship dedicated to service and international understanding and leadership development skills.
- iii. An Interact club is organized, sponsored and supervised by a Rotary club and is established following the endorsement of the governor and upon certification and recognition by Rotary International; and its continued existence depends upon the continued sponsorship of at least one sponsor Rotary club and continued recognition by Rotary International.
- iv. An Interact club may be organized and sponsored jointly by a Rotary club and another Rotary club or a Rotaract club as long as the total number of co-sponsors does not exceed three clubs.
- v. Sponsor clubs are responsible for organizing the Interact club and for providing it with guidance and counsel thereafter and have complete control and supervision over all activities, policies, and programs of the Interact club.
- vi. Where the Interact club is school-connected, control and supervision by the sponsor clubs shall be exercised in full cooperation with the school authorities, with the understanding that such clubs are subject to the same regulations and policies established by the school authorities for all student organizations and extracurricular activities of the school.
- vii. All Interact club activities, projects, and programs shall at all times be conducted in harmony with the policies of Rotary International; continued sponsorship of an Interact club by a Rotary club and recognition of it by RI are contingent thereon.

3.1 GOVERNANCE

- i. **Standard Interact Club Constitution.** There shall be a “Standard Interact Club Constitution” prescribed by Rotary International and subject to amendment only by the Board of Directors of Rotary International. As a prerequisite of its organization and certification, each Interact club shall adopt the “Standard Interact Club Constitution” and shall automatically adopt all amendments thereto
 - ii. subsequently made by the Board of Directors of Rotary International.
 - iii. **Interact Club By-laws.** Each Interact club shall adopt by-laws not inconsistent with the “Standard Interact Club Constitution” and with policy established by Rotary International. Such by-laws shall be subject to the approval of the sponsor club(s).
 - iv. **Membership.** On 30 June of the Rotary year in which a member becomes 18 years old or upon graduation, whichever is later, his or her Interact membership will end, without contradicting regulations and policies established by the school authorities.
 - v. **District Interact Committee.** The District Governors will appoint a District Interact committee, composed of Rotarians and Interactors to assist the governor in publicizing the Interact program, promoting the organization of new Interact clubs, and administering the program of Interact within the district. Where feasible and practicable in the appointment of district Interact committees, there should be provision for continuity of membership by appointing one or more members for a second term.
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- i. Rotary district Interact committees in carrying out their duties should regularly consult with members of Interact clubs.
 - ii. **Finances.** Sponsor clubs should establish financial guidelines for Interact clubs in line with the financial guidelines to be adopted by districts 9213 and 9214 to ensure that all funds are

managed in a responsible and transparent manner.

- iii. **RI Secretariat Service to Interact Clubs.** The general secretary certifies organization of new Interact clubs, produces program publications, distributes annual communications to all Interact clubs, sponsor clubs, and district Interact committee chairs, promotes World Interact Week, and supports youth protection initiatives.
- iv. **RI Certification of Interact Clubs.** The general secretary processes certification of Interact clubs. The approval of the district governor is required as a prerequisite to certification

4 NEW GENERATIONS SERVICE EXCHANGE

- i. Adults up to the age of 30 may participate in New Generations Service Exchange for up to six months and may be organized for individuals or groups. The minimum age of the participants shall be the age of majority in the host country, but not be younger than age 18. New Generations Service Exchanges must have a strong humanitarian or vocational service component.
- ii. The schedule of activity shall be developed by the host district, primarily comprised of people-to-people interactions and service work supporting one or more of The Rotary Foundation's seven areas of focus, vocational service (such as professional development and leadership training), and/or local activities involving New Generations activities. The host district shall arrange for the hosting of participants and provide local transportation. Districts shall utilize screening procedures to identify suitable hosting arrangements.
- iii. Eligible candidates shall be sponsored by a local Rotary club near their place of residence, their district New Generations Service chair, and sending district governor. Current Rotaractors and Rotary alumni are encouraged to apply. Participants should demonstrate a strong commitment to service and the ideals of Rotary.
- iv. Districts are encouraged to establish agreements with their exchange partners to set expectations concerning the logistics of the exchange, participant selection and orientation, funding and participant expenses, and the service activities in which the participants will participate.

5 Rotary Youth Exchange

The Rotary Youth Exchange program provides young people with the opportunity to meet individuals from other countries, experience new cultures through life in another country. Host clubs, host families, and communities are enriched through engagement with students from different cultures. The program instills in young people the concept of international understanding and goodwill and helps develop intercultural competency which is essential to building and sustaining peace.

The policies contained in the Rotary code of Policies will serve as a guideline for the implementation of the Youth Exchange activities effectively and responsibly, and pertain to both long-term and short-term exchanges, unless otherwise indicated.

Any other provisions consistent with these policies may be adopted by clubs or districts. Districts may reassign some responsibilities specified in these policies from one role to another.

District Youth Exchange Committee Chair. A District Youth Exchange Chair shall be appointed by the District Governor

6 ROTARY YOUTH LEADERSHIP AWARDS

Rotary Youth Leadership Awards, also known as RYLA, is also a program of Rotary International and comes under the youth policy being created for Districts 9213. RYLA programs are designed for children age 14 and older and adults in discrete cohorts to address varying maturity levels and program needs.

Purpose. The Rotary Youth Leadership Awards program offers Rotarians an opportunity to personally participate in developing qualities of leadership, good citizenship, and personal and professional development in the young people of their communities. RYLA programs shall be conducted at the club or district level. Different methods for imparting these skills shall be adopted including but not limited to trainings and mentorship programs.

- **District RYLA Chair.** The District Governor is responsible for all RYLA events within the district, and the district RYLA chair who shall report to the governor.
- **Core Curriculum.** The RYLA programs shall include a core curriculum which includes the following topics and will reflect topics of local relevance in a manner appropriate to local customs:
 - 1) The fundamentals of leadership
 - 2) The ethics of positive leadership
 - 3) The importance of communication skills in effective leadership
 - 4) Problem solving and conflict management
 - 5) What is Rotary and what does it do for the local community
 - 6) Building self-confidence and self-esteem
 - 7) The elements of community and global citizenship
- **RYLA Seminars.** RYLA seminars should be conducted in districts and zones to facilitate the exchange of information between Rotarians involved in RYLA and to share information about successful RYLA programming among district RYLA chairs, district RYLA committee members, and other Rotarians interested in RYLA. In addition, governors and directors are encouraged to include RYLA in the programs of the district training.