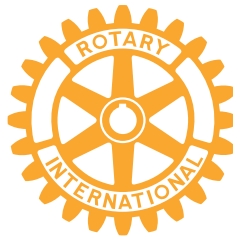




ROTARY:  
MAKING A  
DIFFERENCE

**Rotary**



District 5960  
United States

# 2017-18 Club Awards and District Governor Citation



## DISTRICT 5960 AWARDS CRITERIA FOR ROTARY YEAR 2017-2018

District Rotarians,

I'm pleased to introduce our new District 5960 Awards Program to you. This idea came to our District because of a trip my wife and I took to Hawaii a couple years ago. In preparation for our trip, I looked at a number of Rotary club websites in Hawaii to see which meetings we could attend. I found it interesting that a lot of the clubs promoted that they had won District awards in several different categories. I was curious to learn more about these District Awards, and after speaking with their District's Governor, this seemed like something that would be great for our District!

On the following pages, you'll learn about several different awards that are being introduced this year. These awards and criteria were developed by a team of Rotarians in our District, with a little help from the District 5000 (Hawaii) templates. I'd like to thank the team that put these awards together, and will be charged with promoting them to you and your clubs throughout the year: Team Leader Mitch Popple, Cathy Quinlivan, Chris Kost, Autumn Herber, Lynne Megan and Newell Krogmann.

The awards consist of a Governor's Citation and several recognitions that pertain to specific areas within the Rotary structure. The Governor's Citation, developed as a scaled back version of Rotary International's Presidential Citation, can be achieved by all clubs that meet the criteria. The rest of the awards will have first and second place recipients in small, medium and large club categories.

I think this Awards Program is significant for our clubs for several reasons:

- 1) Acts as a **Roadmap** for Clubs: You don't have to reinvent the wheel to determine what you should focus on during the year- these awards provide suggestions on how to be a successful club!
- 2) **Objective** Criteria: It helps put all clubs on a "level playing field" for consideration for the awards
- 3) Allows for **Recognition** for a job well done: When your club does something well, you deserve to be recognized for that, and this provides a way to say "Good Job!"
- 4) **Friendly Competition** means we all win: By doing more within our clubs, the benefactors of our efforts are the real winners!
- 5) It's **FUN**: We all belong to Rotary because we enjoy it, so let's make sure we're having fun as we make a difference!

Speaking of making a difference, that's Rotary's theme for 2017-18: **ROTARY: MAKING A DIFFERENCE**. I'm excited about this theme, as it speaks to all we do as Rotarians, and how the efforts we undertake truly make a difference. It can be as easy as attending an extra meeting, inviting a guest to a club social event, participating in a service project, donating to The Rotary Foundation or telling someone about our accomplishments...all these things help us as Rotarians make a difference. I think this Awards Program will encourage us to organize, publicize and maximize our efforts so that we can truly make a difference!

Good luck in the year ahead, and I look forward to recognizing your clubs at the 2018 District Conference, which will be held April 19-20 at the brand new Mystic Lake Center at Mystic Lake Casino Hotel in Prior Lake!

Sincerely,

J. Kyle Haugen  
District 5960 Governor, 2017-18

**DISTRICT 5960 AWARDS CRITERIA FOR ROTARY YEAR 2017-2018**

All the Rotary Clubs will be divided into three divisions. There will be awards given out to the 1<sup>st</sup> and 2<sup>nd</sup> place finishers within each of the divisions for selected categories. The divisions are based on the following membership sizes as determined by the **July 1, 2017 Club Invoice**.

**Small Club Division: 25 or fewer members**

**Medium Club Division: 26 to 60 members**

**Large Club Division: 61 or more members**

**CLUB OF THE YEAR:**

The judges will award points to five clubs in each of the following eight categories. First place will receive five points, second place – four points, etc.

- Membership
- Vocational Service
- Club Service
- Community Service
- Public Image
- International Service
- Youth Service
- Foundation Programs

The **Club of the Year** will be the club with the highest total score from the award categories, plus bonus points.

**BONUS POINTS:**

- Qualifying for the District Governor Citation (2 points)
- Participating in Judging (2 points)
- Participating in multi-club social or hands on service project (1 point)

***Awards will be presented at the District Conference on April 19-20, 2018.***

**SUBMISSION DEADLINE**

**June 30, 2018**

**April 1, 2018**

**AWARD CATEGORY**

RI Presidential Citation  
Membership Growth Award

District Governor’s Citation  
Club Service Award  
Community Service Award  
International Service Awards  
Public Image Award  
Vocational Service Award  
Youth Service Award

Clubs should complete the checklist, along with a one-page narrative. Submissions will be numbered and posted with the name of the Club. Please do not exceed the number of pages; information over the set limits will not be considered.

Judging will be based on information submitted by the Clubs. Clubs (Presidents, Presidents-elect, Avenues of Service Chairs or others selected by Club Presidents) will judge divisions other than their own. Each club submitting a completed judging packet will earn five bonus points towards the Club of the Year tally. This judging is voluntary but clubs will be awarded bonus points for judging. The results are subject to review by the District Governor and District Chairs.

**GENERAL AWARD SUBMISSION RULES:**

- Use the Master Checklist to indicate what is being submitted.
- Use the check-off form for each category.
- Please do not alter the form; any additional information will not be considered.
- All narratives are limited to 1 page and should be typed in an 8 ½” x 11” letter-size format.
- Use **Times New Roman** (12pt) font
- You can include up to six (6) pictures with your submission of the narratives.

Submissions may sent to Awards Chair Mitch Popple by email (calmar.popple@gmail.com) or mailed to 17226 Horizon Trl SE, Prior Lake, MN 55372.

**Must be RECEIVED by April 1st midnight, CST.**

## DISTRICT 5960 AWARDS CRITERIA FOR ROTARY YEAR 2017-2018

### RI PRESIDENT'S CITATION (Due June 30, 2018)

The Presidential Citation recognizes Rotary clubs for achieving an array of accomplishments that help them become stronger, deliver more effective service, and enhance their public image. By qualifying for the Presidential Citation, clubs contribute to Rotary's organizational goals and multiply the impact of their good work through the collective focus of 36,000 Rotary clubs worldwide. Clubs will have the entire year to accomplish all activities. Accomplishments will be verified by Rotary International data.

#### **Award criteria:**

Each section of the President's Citation contains required and additional activities. Please review the citation for details on each of the criteria and plan accordingly.

Additional information and form for this award are available on the RI website at:

<https://www.rotary.org/myrotary/en/news-media/office-president/presidential-theme>

### DISTRICT GOVERNOR'S CITATION (Due April 1, 2018)

The District Governor's citation encourages clubs to strive to do more in pursuit of the District's and RI's goals in the areas of:

- Fun
- Membership
- The Rotary Foundation
- Service
- Youth
- Training/District Involvement
- Public Image

Additional information and submittal form for this award can be found on the D5960 Website at: <http://www.rotary5960.org/> on the Awards Page.

### CLUB SERVICE AWARD (Due April 1, 2018)

This award involves many of the programs revolving around the operations of your club, its weekly meetings and fellowship activities. These items would include but are not limited to club programs, social functions, meeting ambiance, Family of Rotary inclusion, and membership attendance. Clubs are encouraged to engage in multi-club social events, meetings and projects. First and Second place will be given in each of the three size categories.

### YOUTH SERVICE AWARD (April 1, 2018)

This award is based on programs that benefit children and young adults. Working with schools, student scholarships, literacy projects, Interact & Rotaract Clubs, Youth Exchange, and RYLA are just some of the examples of Youth Service projects. First and second place will be given in each of the three size categories.

### VOCATIONAL SERVICE AWARD (Due April 1, 2018)

As business leaders, Rotarians share their skills and expertise through vocational service, one of the Five Avenues of Service. Your vocational service efforts can play a vital role in improving the quality of life for those hardworking members of the community who need direction and expertise. A vocational project can involve any of a number of vocational service activities - mentoring, career days, vocational awards, adult literacy, business assistance, networking events, or even talking about your job at a club meeting. Through these activities, you can turn your experience into an invaluable resource for others. First and second place will be given in each of the three size categories.

### COMMUNITY SERVICE AWARD (Due April 1, 2018)

Service defines Rotary's character; whether local or international, it promotes Rotary's appeal and visibility in the community, and is the reason Rotary continues to grow. Community service responds to the needs of a local community. Rotary clubs should determine top priorities for service projects by first learning about a community's needs and assets and then developing a response that addresses them.

An effective service project:

- Responds to a real issue, not an imagined one
- Improves the lives of community members
- Incorporates the abilities of those who are served
- Recognizes all participants' contributions as important and necessary
- Comes from a realistic assessment of resources available
- Aims for specific goals and objectives with measurable results
- Builds a working network

First and second place will be given in each of the three size categories.



## DISTRICT 5960 AWARDS CRITERIA FOR ROTARY YEAR 2017-2018

### INTERNATIONAL SERVICE AWARD (April 1, 2018)

This award involves projects that take place outside of the United States. International projects should identify a specific need that will improve the quality of life and benefit others within that intended area. Clubs are encouraged to submit applications for both District and Global grants. Projects can be done by one club or involve the participation of multiple Rotary Clubs. Other international projects involve the establishment of Sister Clubs, participation in Friendship Exchange or sponsoring Rotary Youth Exchange, and other projects that promote cultural awareness and world understanding.

First and second place will be given in each of the three size categories.

### PUBLIC IMAGE AWARD (Due April 1, 2018)

While Rotary's Public Image is usually directed at an external audience, content raising awareness of Rotary is equally valuable in the continuing education of members. Clubs will be judged on criteria including:

- Use of social media (Facebook, Twitter, LinkedIn, etc. by networking members and club to promote the image of Rotary and activities of your club
- Coverage in "traditional" media (television, radio, print, etc.) and attempts at actually getting stories covered via news releases
- Effective creative use of club website and newsletters to communicate to members and prospective Rotarians
- Converting all Club Assets (websites, brochures, and marketing materials) to meet the RI Brand Standards – with a tolerance for zero exceptions.

First and second place will be given in each of the three size categories.

### MEMBERSHIP GROWTH AWARDS (Due June 30, 2018)

Membership is a critical component to the success of any club. This involves membership growth, development, involvement, training, retention and extension. Social functions and club harmony are important ingredients to increase club membership. The top five clubs can earn one to five points for Percentage Membership Growth for the Club of the Year calculation (based on April 1, 2018 RI Statistics).

#### Percent Membership Growth: (no form to submit)

This award is calculated based on the **net percentage** membership increase **from July 1, 2017 thru June 30, 2018**. First and second place awards will be given in each category.

### FOUNDATION PROGRAMS AWARD (Contributions to TRF thru June 30, 2018)

There will be individual awards within this category. For Club of the Year purposes, rankings will be based on April 1, 2018 RI statistics. The top five clubs will be awarded points for the club of the year. For District Awards, recognition will be based on June 30, 2018 RI Statistics and awarded at 2018 District Foundation Celebration.

**Per Capita Giving Award:** Total Per Capita Giving is the amount that has been contributed to the RI Foundation Annual Fund divided by the total membership population. Membership population is defined as the registered number of members that the club started with on 1 July 2017. First and second place awards will be announced in each size category.

**Total Giving Award:** Total Giving is defined as the total dollar amount that has been contributed to the RI Foundation (includes all funds, such as the annual fund, the endowment fund and Polio Plus fund) by June 30, 2018. First and second place awards will be announced in each size category.

*Additional Rotary International Awards to be announced by RI by August 31, 2017. For more information, check the awards page at [www.rotaryd5960.org](http://www.rotaryd5960.org)*



### DISTRICT 5960 AWARDS CRITERIA FOR ROTARY YEAR 2017-2018

#### DISTRICT 5960 AWARDS TEAM DISTRICT GOVERNOR'S CITATION CRITERIA

##### SECTION 1: FUN (Mandatory)

- Club competed ten FUN club or district activities that are attended by 20% of club members or 20 members, whichever is less. (Examples include: "fun"raisers, excursions, service projects, vocational visits, social events, etc but excluding regular meetings)

##### SECTION 2: MEMBERSHIP (Complete 5 of 9)

- All membership and other "Your Club" goals input into Rotary Club Central by August 30, 2017
- At least 50% of club members brought one potential new member to a club meeting, service project, vocational visit or FUN club activity
- Club had a net membership increase by March 31, 2018
- Club had a net increase of female members by March 31, 2018
- Club had a net increase of members under age 40 by March 31, 2018
- Improve Club Membership Retention over last year by March 31, 2018
- Club president brought in at least one member
- Club has an official orientation process that all new members go through
- Club has an official new member mentorship program

##### SECTION 3: THE ROTARY FOUNDATION (4 of 7)

- All Foundation giving goals input into Rotary Club Central by August 30, 2017
- Club President made a personal contribution to The Rotary Foundation
- At least 5% of Club members enrolled in Rotary Direct (recurring giving, any amount)
- Club contributed an average of at least \$100 per member to the Annual Fund
- Club contributed an average at least \$26.50 per member to Polio Plus Fund
- Club had an attendee at the Grants Management Seminars during the 2016-17 Rotary year for the 2017-18 Grant year
- Club participated in funding a District or Global Grant prior to March 31, 2018

##### SECTION 4: SERVICE (2 of 4)

- All service project and activity goals (subject to addition or revision) input into Rotary Club Central by August 30, 2017
- Club completed six unique service projects (community, vocational, international and/or youth), each of which involved active (hands-on) participation by at least 10% of club members
- Club participated in a service project with an outside partner organization
- Club added one service project that hadn't been done in the past 3 years



**DISTRICT 5960 AWARDS CRITERIA FOR ROTARY YEAR 2017-2018**

**SECTION 5: YOUTH (2 of 5)**

- Club sponsors or co-sponsors a Rotaract or Interact club
- Club sponsors at least two students to attend the District 5960 Rotary Youth Leadership Award (RYLA) camp, or Camp Enterprise
- At least 15% or 15 club members, whichever is less, actively participated in a mentoring, tutoring, teaching, dictionary delivery, scholarship judging, school supply drive or other club-sponsored project that benefitted youth
- Have a student of the month program with a local school
- Hosted an inbound youth exchange student or sponsored an outbound youth exchange student

**SECTION 6: TRAINING/DISTRICT INVOLVEMENT (3 of 5)**

- At least 25% of Board Members attend a District Training event
- At least 5% of club members attend the District Mid-Term conference
- At least 5% of club members register to attend the District Conference
- At least 5% of club members attend the District’s Foundation Celebration
- Club has participation at a District event as a presenter or Opportunity Café exhibitor

**SECTION 7: PUBLIC IMAGE (4 of 5)**

- Conduct an audit of all digital and printed Club Assets (websites, brochures, marketing materials, etc). Ensure each element complies with RI Brand Standards Guidelines with correct logo usage, etc
- Involve local media with at least one club event
- Complete and distribute a club press release highlighting a club event/project/donation
- Create and maintain at least one social media account (Facebook, Twitter, Instagram, etc)
- Club submitted pictures for a service project to the District Public Image chair



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