

The Rotary Foundation Club Committee Roles & Responsibilities





Club Committee Roles

- Primary Host Sponsor
- Primary Int'l Host Sponsor
- Host Partner
- Int'l Partner





Club Committee Roles

- Primary Host Sponsor
 - Manage & Execute the Project
 - Manage Grant Funds, Pay Vendors, Etc.
 - Coordinate/Conduct Local Education & PR
 - Host Visiting Rotarians Supporting the Project
 - Project Reports (w/Primary Int'l Host Sponsor)
 - Communicate w/Host Partners
 - Project Updates
 - Submission of Host Funding (Plus 5%)
 - Host Committee of At Least 3 Qualified Members





Club Committee Roles

- Primary Int'l Host Sponsor
 - Coordinate/Conduct Int'l Education & PR
 - Visit the Project (as Necessary)
 - Assist Primary Host Sponsor in Preparing Project Reports
 - Communicate w/Primary Host Sponsor
 - Communicate w/Int'l Partners
 - Project Updates
 - Submission of Int'l Project Funding (Plus 5%)
 - Host Committee of At Least 3 Qualified Members





Club Committee Roles

- Host & Int'l Sponsor Partners
 - Coordinate/Conduct Local Education & PR
 - Visit the Project (if indicated)
 - Communicate w/Appropriate Host Sponsor
 - Submit Club's Project Funding (Plus 5%)
 - Host Committee





Club Committee Roles

- Other “Stuff”
 - TRF **ONLY** Communicates with Sponsor Clubs
 - ***Sponsor Clubs Must Communicate w/Their Partners***
 - Both Sponsor Clubs Share Reporting Responsibility
 - Use Your District Foundation Committee Resources
 - Periodically Brief Your Club on Project Progress
 - Make Copies of Your Commitment Forms at BiDistrict





District 5520 Foundation Team

- **Foundation Committee Chair (DRFC)**
 - Tom Walker (Albuquerque)
 - (505) 237-0237 & ftwalker1@comcast.net
- **District Grant Chair (DGSC)**
 - Peter Falley (Silver City)
 - (575) 338-2004 & falley@SilverCityRotary.org
- **Global Grant Chair**
 - Raffi Andonian (Santa Fe)
 - (314) 728-1787 & Raffi.E.Andonian@gmail.com
- **District Stewardship Chair**
 - Anne Scott (Albuquerque)
 - (505) 975-6447 & AMScott@gmail.com



