

**SCOPE:** The primary focus of this committee is to provide needed assistance and relief to residents in District 7720 territory but also to contribute to needs in areas beyond our district boundaries.

**DISTRICT CLUBS:** The committee will consult with and coordinate needs assessment and all activities and efforts through the clubs in the areas affected by the disaster. Affected clubs will be the point of contact for relief in their communities, and assistance will be provided to the victims through the local clubs to ensure that all Disaster Committee relief funds are expended in accordance to the District plan.

Individual clubs wishing to spend their own funds (other than District Disaster Committee funds) in ways other than the District Committee plan, are free to do so. However, since the needs assessment and relief plan are developed with input from the local clubs, it is expected that clubs will follow and adhere to the District Plan.

The local club in the affected area will conduct field spot checks and report the results of the Rotary relief efforts to the Disaster Committee.

**DISTRICT GOVERNOR:** The District Governor will assume the overall responsibility for the relief effort, establish a **District Disaster Relief Fund** using the District's "**Charitable Trust**", Code Section 509 (a) (3) **Trust FIN: 56-1765647**, appoint a **Disaster Relief Committee**, publish the Disaster Relief Plan, and oversee the committee's activities.

The Governor will communicate donation options and relief plans to District 7720 Rotarians as soon as possible and on continuing basis as needed.

**DISTRICT DISASTER RELIEF COMMITTEE:** The Disaster Committee consists of four members – three members appointed by the Governor and the District

Treasurer who will serve by virtue of his position. This committee will administer and execute the District's **Disaster Relief Plan**. It will coordinate all activities with local clubs in the disaster area as well as with other relief agencies and efforts operating in the area, determine needs and types of relief and assistance most needed, and establish procedures and policies to get relief and assistance to the point of need. The committee will account fully for all funds received and disbursed, provide monthly reports to the District Governor, and conduct a complete fund review and simplified audit for the District Governor upon completion of each relief effort.

**FUNDING:** The district is requested to maintain a **Disaster Fund** and make a contribution to this fund each year. Each club will also be given the means by which it may make contributions to the **District Disaster Fund** for allocation by the Disaster Committee according to the District Plan. The Disaster Committee will be the authorized agent to prepare and present a District Plan to the Governor for each Disaster Relief event and to request funds from the District and participating clubs.

Funds may also be requested from the **District Reserve Fund** subject to District rules and procedures governing Reserve Funds.

**PROCEDURE:** When a disaster occurs in District 7720 or a request from another district is received, the Disaster Committee will immediately assume the lead and determine the most pressing need requiring assistance and the best way/s to provide relief. In addition to consultation with the area Rotary clubs, relief agencies such as the Red Cross and government disaster agencies operative in the affected areas will be contacted and consulted as well to determine both the need and appropriate methods to deal with the situation in a coordinated manner. Input from Rotary clubs in the affected area will be carefully considered.

The Committee will prepare a plan to deal with the disaster and recommend a dollar amount of relief funds to be drawn from the **District Disaster Fund**. It may

also request funds from the **District Reserve Fund** if needed. Subject to Finance Committee and Governor approval, the Governor will communicate the request for District Reserve Funds to club presidents who, in conjunction with their board of directors, will vote to approve or reject the request. Distribution of funds and or services will be subject to the approval of the District Governor and the District Council and the District plan. Depending on the need and circumstances and, with the approval of the District Governor, additional funds, supplies, and resources may be solicited from District Rotary Clubs and Rotary International.

Relief efforts may include food and shelter, home repairs, transportation, clothing, medical care, all of which must be coordinated with all other agencies operative in the disaster area.

At the conclusion of the relief activities, reports with information and feedback from clubs in the disaster zone will be submitted to the governor. All expenditures will be reported and accounted for.