

2022-2023 CLUB LEADERSHIP CITATION FORM

To receive the Club Leadership Citation, a club must develop plans and achieve certain tasks identified below and then complete and submit this form to your Assistant Governor no later than May 15, 2023.

CLUB NAME _____

1. AVENUES OF SERVICE (minimum of 5 points required)

- Club creates and utilizes a service project / initiative calendar, offering a wide variety of service opportunities to members. ***This earns two points.***
- Club participates in a literacy project (dictionary project, imagination library, reading mentor, etc.). ***Bonus point set up/managing Little Free Library***
- Club participates in community service project that supports protecting the environment.
- Club participates in a Rotary Youth Program (Early Act, Interact, Rotaract, RYLA, Youth Exchange, Ambassadorial Global Scholar, etc.). ***Bonus point for starting a new EarlyAct or Junior Interact or Interact Club***
- Club makes CART buckets or cartfund.org available at all meetings and makes donation to CART by December 31, 2022.
- Holds one program on dementia/Alzheimer's related disease.
- Club recites the Four-Way Test at every meeting and operates club business based upon the Four-Way Test.
- Club creates, promotes, and executes a Rotary Days of Service or Rotary ROCS day (Rotarians Offering Community Service). Follow Rotary Days of Service event plans.

2. MEMBERSHIP (minimum of 6 points required)

- Club President and Membership Growth Team Chair lead by example and sponsor at least 1 new member within the first quarter of the Rotary year.
- Club develops a Membership Growth Team (one member does not a team make).
- Membership Growth Team develops an annual written Membership Growth Plan.
- Club achieves a net +1 increase for the year. One bonus point for 2% increase (min. net +2 in membership growth).
- Club implements Intentional Growth Strategies and Discover Rotary as the primary strategy for growing membership.
- Club applies for a Membership Event Grant.
- Club plans special programming to celebrate Membership & New Club Development Month-August
- Club embraces Diversity, Equity, and Inclusion by adding at least 2 members from under-represented demographic groups.
- Club actively pursues the addition of Innovative Club and Membership options.
- Club President conducts a New Member Induction Ceremony that is meaningful for all club members.
- Membership Growth Team appoints a New Member Mentor for new club members for the first year of membership.
- Club President ensures that New Member Orientation & Training is conducted for new members.
- 25% of club members bring a prospective member to a club meeting, activity, or Discover Rotary.
- Club responds to and follows up with all leads assigned to them by the District Leads Manager.
- A minimum of three club members attend District Membership Training Events including President, President-Elect, Membership Growth Team Chair and any additional club members.
- Club has Rotaract member on Membership Growth Team.

3. ROTARY FOUNDATION (minimum of 6 points required)

- Club will meet its Annual Programs Fund goal. ***One Bonus Point for meeting the Challenge Goal.***
- Club achieves 10% increase over 2021-22 annual fund contributions.
- Club submits 50% of its Annual Programs Fund goal by December 31, 2022.

- Club achieves EREY status. **One bonus point for achieving 100% Sustaining Member status.**
- Club sends two representatives to attend District Foundation Training Seminar and club completes MOU qualification.
- Club secures at least one new Paul Harris Society member.
- Club meets their End Polio Now Goal. **One bonus point for having at least one program on Polio. One bonus for using <https://raise.rotary.org/> for a Polio fundraiser.**
- Club qualifies for and completes a District Grant project.
- Club holds a World Polio Event in October.
- Club secures 1 new major donor or 1 member steps up to the next level.

4. LEADERSHIP DEVELOPMENT (minimum of 5 points required)

- Club President attends 2022 PETS and District Training Assembly (**Both required to hold the position of Club President**) plus another training seminar (Vibrant Club Workshop) or 2023 All Club Conference.
- Club appoints 2023-24 President-Elect by July 1, 2022. **Bonus point for President Nominee appointed before December 1, 2022.**
- Incoming Secretary, Treasurer, Foundation Chair, Membership Chair, and Public Image Chair attend Spring District Assembly and Fall Be a Vibrant Club Seminar or have a representative attend if they are unable to do so.
- Club appoints the President-Elect to monitor and update the Club Leadership Citation and input information and completion of projects and programs for the Rotary Citation.
- At least one member attends the 2023 RI Convention.
- Club appoints a Database Manager who updates club and member information including photos on the District database by August 1, 2022.
- At least 1 member per 35, including a new member (<1 yr.), attends at least one of the following: 2022 Spring Training Assembly, 2022 Vibrant Club Workshop, or 2023 District Conference.
- Club sends at least one member to Rotary Leadership Institute (RLI).
- Club updates Rotary Club Central goals and establishes at least 1 goal in each area by August 1, 2022.

5. PUBLIC IMAGE (minimum of 3 points required)

- Club appoints a PI Chair who publicizes club activities in the community and submits info to the District media, website and newsletters at least quarterly.
- Club updates website and social media with current Rotary International 2022-23 Theme. **One bonus point: Ask all club members to “like” or “follow” Club & District social media.**
- Club presents copy of Four-Way Test to all members for proper display in offices or businesses.
- Club participates in the District 7770 Four-Way Test Essay Contest
- Club Public Image Chair participates in District Public Image Zoom Calls
- Public Image has a committee that shares duties posting on club and district FB and the district newsletter.
- Club posts regularly on social media of their club having FUN!

6. REQUIRED

- Required completion Incoming President and Club Protection Chair complete Child Protection Memorandum of Compliance no later than June 30, 2022.

Signature of Club President
Governor

Signature of Club President – Elect

Signature of Assistant
Governor