ROTARY DISTRICT 5240

DISTRICT/REGION AWARDS CRITERIA

FOR ROTARY CLUBS

ROTARY YEAR 2019-2020

DISTRICT 5240 AWARDS CHAIR

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2019-2020 Rotary Club Presidents and Club Leaders:

AWARDS INTRODUCTION

The 2019-20 Rotary International Theme is **"Rotary Connects the World"**. It is more than our theme. It is how we connect every day, in every club, and every community that we serve. Together, we see a world where people unite and take action to create lasting change — across the globe, in our communities, and in ourselves.

The 2019-20 District 5240 Theme is **"One World – One Rotary!"** It is an expression of how the Rotarians of your club are connected to all other Rotarians, Rotaracters, and Interactors in the District and world as well as all of the beneficiaries who benefit from the services we offer to humanity. The actions of all Rotarians build bridges across age, gender, race, religion, and political divides every day that bring the world closer to being "One"!

One way you can engage, guide, motivate, and recognize your Rotary Club and members is through the "2019-2020 District/Regional Rotary Awards Program".

As in the previous Rotary years, Rotary Club awards will be given as recognition of outstanding accomplishments in 2019-20.

The awards are not a competition. If you are looking for ways to drive your Rotary Club to the next higher level and to impact positive change then striving for your club to achieve the criteria enumerated in the "2019-20 District/Regional Rotary Awards Form" will support you to achieve that goal! These awards are our way of honoring the members of your Rotary Clubs for achieving that excellence and positive change for a Rotary Year well done.

APPLICATION SUBMISSION TIMING AND AWARD CEREMONIES

The "2019-20 District/Regional Rotary Club Awards" are based on your Rotary Club's **April 15, 2020** submission. We are attempting to set this up via an online process. Stay tuned for more details as the submission timing approaches.
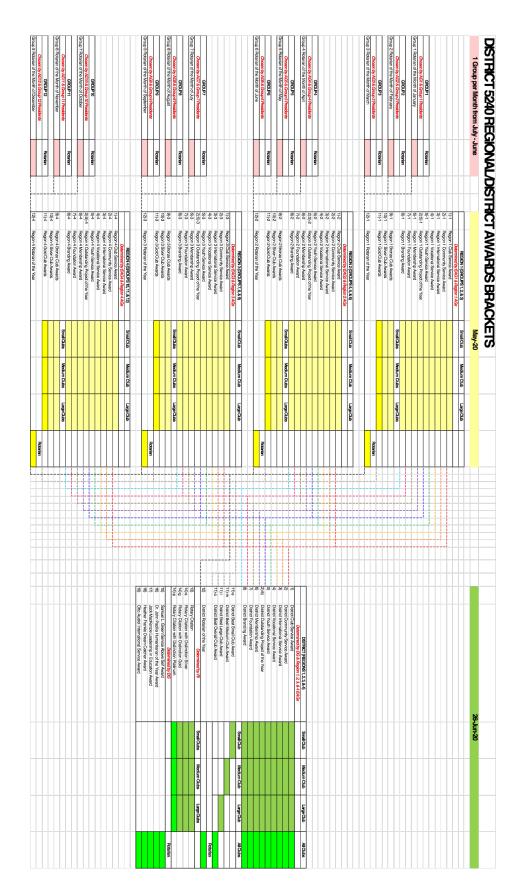
New to this year, "2019-20 District/Regional Rotary Club Awards" will occur through a two tier hierarchy approach where "2019-20 Regional Rotary Awards" ceremonies will be held in **May of 2020** with the specific date, location, and time being set by the Region EAG and AGs. The Regional winners will then progress to and contend for the "2019-20 District Rotary Awards."

The "2019-20 District Rotary Awards" ceremony and DG step down will be held on **June 27, 2020** with the specific date, location, and time being set by the DG Savi Bhim.

A Bracket Diagram is attached to show the flow of the awards process.

DISTRICT 5240 REGIONAL/DISTRICT AWARDS BRACKETS

1 Group per Month from July – June — *May-20* — *26-Jun-20*

Groups (chosen by AGs & Group Presidents):

- GROUP1 — Chosen by AG1 & Group 1 Presidents — Group 1 Rotarian of the Month of January
- GROUP2 — Chosen by AG2 & Group 2 Presidents — Group 2 Rotarian of the Month of February
- GROUP3 — Chosen by AG3 & Group 3 Presidents — Group 3 Rotarian of the Month of March
- GROUP4 — Chosen by AG4 & Group 4 Presidents — Group 4 Rotarian of the Month of April
- GROUP5 — Chosen by AG5 & Group 5 Presidents — Group 5 Rotarian of the Month of May
- GROUP6 — Chosen by AG6 & Group 6 Presidents — Group 6 Rotarian of the Month of June
- GROUP7 — Chosen by AG7 & Group 7 Presidents — Group 7 Rotarian of the Month of July
- GROUP8 — Chosen by AG8 & Group 8 Presidents — Group 8 Rotarian of the Month of August
- GROUP9 — Chosen by AG9 & Group 9 Presidents — Group 9 Rotarian of the Month of September
- GROUP10 — Chosen by AG10 & Group 10 Presidents — Group 10 Rotarian of the Month of October
- GROUP11 — Chosen by AG11 & Group 11 Presidents — Group 11 Rotarian of the Month of November
- GROUP12 — Chosen by AG12 & Group 12 Presidents — Group 12 Rotarian of the Month of December

REGION 1 (GROUPS 1, 2, & 3) — *Determined by EdG1 & Region 1 AGs*

No.	Award	Small Club	Medium Club	Large Club	Rotarian
1-1	Region 1 Club Service Award				
2-1	Region 1 Community Service Award				
3-1	Region 1 International Service Award				
4-1	Region 1 Vocational Service Award				
5-1	Region 1 Youth Service Award				
2(5)-1	Region 1 Outstanding Project of the Year				
6-1	Region 1 Membership Award				
7-1	Region 1 Foundation Award				
8-1	Region 1 Branding Award				
9-1	Region 1 Bronze Club Awards		Small Clubs	Medium Clubs	Large Clubs
10-1	Region 1 Silver Club Awards				
11-1	Region 1 Gold Club Awards				
12-1	Region 1 Rotarian of the Year				Rotarian

REGION 2 (GROUPS 4, 5, & 6) — *Determined by EdG2 & Region 2 AGs*

No.	Award	Small Club	Medium Club	Large Club	Rotarian
1-2	Region 2 Club Service Award				
2-2	Region 2 Community Service Award				
3-2	Region 2 International Service Award				
4-2	Region 2 Vocational Service Award				
5-2	Region 2 Youth Service Award				
2(5)-2	Region 2 Outstanding Project of the Year				
6-2	Region 2 Membership Award				
7-2	Region 2 Foundation Award				
8-2	Region 2 Branding Award		Small Clubs	Medium Clubs	Large Clubs
9-2	Region 2 Bronze Club Awards				
10-2	Region 2 Silver Club Awards				
11-2	Region 2 Gold Club Awards				
12-2	Region 2 Rotarian of the Year				Rotarian

REGION 3 (GROUPS 7, 8, & 9) — *Determined by EdG3 & Region 3 AGs*

No.	Award	Small Club	Medium Club	Large Club	Rotarian
1-3	Region 3 Club Service Award				
2-3	Region 3 Community Service Award				
3-3	Region 3 International Service Award				
4-3	Region 3 Vocational Service Award				
5-3	Region 3 Youth Service Award				
2(5)-3	Region 3 Outstanding Project of the Year				
6-3	Region 3 Membership Award				
7-3	Region 3 Foundation Award				
8-3	Region 3 Branding Award		Small Clubs	Medium Clubs	Large Clubs
9-3	Region 3 Bronze Club Awards				
10-3	Region 3 Silver Club Awards				
11-3	Region 3 Gold Club Awards				
12-3	Region 3 Rotarian of the Year				Rotarian

REGION 4 (GROUPS 10, 11, & 12) — *Determined by EdG4 & Region 4 AGs*

No.	Award	Small Club	Medium Club	Large Club	Rotarian
1-4	Region 4 Club Service Award				
2-4	Region 4 Community Service Award				
3-4	Region 4 International Service Award				
4-4	Region 4 Vocational Service Award				
5-4	Region 4 Youth Service Award				
2(5)-4	Region 4 Outstanding Project of the Year				
6-4	Region 4 Membership Award				
7-4	Region 4 Foundation Award				
8-4	Region 4 Branding Award		Small Clubs	Medium Clubs	Large Clubs
9-4	Region 4 Bronze Club Awards				
10-4	Region 4 Silver Club Awards				
11-4	Region 4 Gold Club Awards				
12-4	Region 4 Rotarian of the Year				Rotarian

DISTRICT (REGIONS 1, 2, 3 & 4) — *Determined by DG & Region 1, 2, 3, & 4 EAGs*

No.	Award	Small Clubs	Medium Clubs	Large Clubs	Rotarian / All Clubs
1)	District Club Service Award				All Clubs
2)	District Community Service Award				
3)	District International Service Award				
4)	District Vocational Service Award				
5)	District Youth Service Award				
2(5)	District Outstanding Project of the Year				
6)	District Membership Award				
7)	District Foundation Award				
8)	District Branding Award				
11-a	District Best Small Club Award	Small Club			
11-m	District Best Medium Club Award		Medium Club		
11-i	District Best Large Club Award			Large Club	
11-o	District Best Overall Club Award				
12)	District Rotarian of the Year — *Determined by PI*				Rotarian
13)	Rotary Citation	Small Clubs	Medium Clubs	Large Clubs	
14-s	Rotary Citation with Distinction Silver				
14-g	Rotary Citation with Distinction Gold				
14-p	Rotary Citation with Distinction Platinum				
	Determined by DG				
15)	Samuel L Green Service Above Self Award				
16)	Dr. John Padda Humanitarian of the Year Award				
17)	Jack MacKenzie Leadership in Education Award				
18)	Heather Frank Dream Catcher Award				
19)	Otto Aubol International Service Award				

KEY INDIVIDUAL AWARD AREAS FOR CLUBS (5 Avenues of Service Plus Membership, Foundation, & Branding)

<u>Key individual award areas</u> are broken into sections in the "2019-20 District/Regional Rotary Awards Form" as follows:

1) *Club Service Award,*

2) *Community Service Award,*

3) *International Service Award,*

4) *Vocational Service Award,*

5) *Youth Service Award,*

6) *Membership Award*,*

7) *Foundation Award,* and

8) *Branding Award.*

Note: * due to the importance of the Membership awards area, each Club's membership on record with Rotary International will be checked by the AGs/EAGs just before both the Regional and District Awards and the April 15, 2020 Club submission will be updated by the Region/District as required.

Awards in each of these 8 <u>key individual areas</u> will be given for small, medium, and large club sizes at the "2019-20 <u>Regional</u> Rotary Awards" based upon a consideration of a maximum achievement of points in each of the <u>key individual awards areas.</u>

In the <u>key individual awards areas</u>, one *Best District Small Club*, one *Best District Medium Club*, one *Best District Large Club*, and one *Best District Overall Club* award will be given in each of the 8 areas at the "2019-20 <u>District</u> Rotary Awards" which will be chosen from the "2019-20 <u>Regional</u> Rotary Award" <u>key individual awards area</u> Rotary Club winners.

OVERALL AWARD AREAS FOR CLUBS (Silver, Gold, and Platinum)

<u>Overall award areas</u> are also broken into sections in the "2019-20 District/Regional Rotary Awards Form" as follows:

9) *Silver Club Award,*

10) *Gold Club Award,* and

11) *Platinum Club Award.*

These awards will also be given at the "2019-20 <u>Regional</u> Rotary Awards" based upon a consideration of a minimum points achievement in 6 of 8, 7 of 8, or 8 of 8 of the <u>key individual awards areas</u> respectively plus the additional <u>overall award area</u> Silver, Gold, or Platinum section criteria.

In the underlined overall award area, one *Best District Small Club*, one *Best District Medium Club*, one *Best District Large Club*, and one *Best District Overall Club* will be given at the "2019-20 underlined District Rotary Awards" which will be chosen from the "2019-20 underlined Regional Rotary Award" underlined overall award area **Platinum** Rotary Club winners.

ROTARY CITATION

Key individual award or overall award criteria has been aligned with the "Rotary Citation" and "Rotary Citation with Distinction" criteria throughout the "2019-20 District/Regional Rotary Awards Form" to simplify and bring consistency on Clubs' achievements focus. The correlated criteria has been identified as a [Rotary Citation criteria x] or a [Rotary Citation w Distinction criteria y] throughout the "2019-20 District/Regional Rotary Awards Form". Where a letter after the bracketed criteria number appears, it indicates that more than one criteria in the "2019-20 District/Regional Rotary Awards Form" satisfies the "Rotary Citation" criteria or the "Rotary Citation with Distinction" criteria. No "Rotary Citation" or "Rotary Citation with Distinction" criteria is omitted from being covered in the "2019-20 District/Regional Rotary Awards Form" criteria. The submission for the "Rotary Citation" and the "Rotary Citation with Distinction" must be done online at My Rotary Club Central no later than June 30, 2020 since achievements on record as of July 1, 2020 will be used to determine award distribution on August 15, 2020.

GENERAL AWARD INFORMATION (Club Size)

Awards area criteria are designed to be objective, measurable, and scaled by Rotary Club size, as follows:

1 - 35 members = Small,
36 - 70 members = Medium, and
Above 70 members = Large.

Rotary Club size is based on the number of members in your club on **July 1, 2019** based on information reported to Rotary International.

Note - you are not required to complete every criteria per key individual award areas or overall award areas listed. See the top of the page of each area for instructions on the number of criteria needing satisfied based upon the membership size of your club.

AWARD PREPARATION STEPS (Goals & Achievements)

Plan now to participate in the "2019-20 District/Regional Awards Program":

- Appoint an Awards Chair for your Rotary Club **before June 1 of 2019** to assist Board and Committee Chairs and to coordinate and compile the "2019-20 District/Regional Rotary Awards Form" submission.

- Appoint all of your Board and/or Committee Chairs **before June 1 of 2019** so there is a person leading the 5 Avenues of Service plus Membership, Foundation, and Branding in your Rotary Club.

- Conduct a Board and/or Committee Chair Retreat **in June of 2019** and hand out their associated "2019-20 District/Regional Rotary Awards Form" sections (split this Form into the 8 sections). Hand out the Silver, Gold, and Platinum sections to the Awards Chair. Set goals in this Retreat and enter them into My Rotary Club Central on the RI website and align them with the "2019-20 District/Regional Rotary Awards Form." Ask your Board and/or Chairs to complete the "2019-20 District/Regional Awards Form" and to update the associated achievements in My Rotary Club Central as the year progresses as goals are accomplished rather than waiting until April of 2020. Post your awards accomplishments on your website or Facebook group. Let everyone in your Club and community know what your Rotary Club is doing.

- Have each of your Board Directors and/or Committee Chairs assigned to the 5 Avenues of Service plus Membership, Foundation, and Branding report out to the Board in each monthly Board meeting **from August of 2019 through April of 2020** on what is accomplished on their section of the "2019-20 District/Regional Awards Form" and My Rotary Club Central year to date. This will help keep delegated accountability in check and progressing as well as let everyone else know where help is needed.

- Have your Awards Chair submit your Rotary Club's "2019-20 District/Regional Awards Form" no later than **April 15, 2020**. Submit them as instructed in March of 2020.

AWARDS AREAS FOR ROTARIANS

Group Rotarian of Action for assigned month and District Rotarian of Action for the year

Each of the 12 Groups in the District has been assigned one month in the Rotary year for the AG and Presidents to select one "Group x Rotarian of Action" for the month from all the Rotarians in that Group during that monthly Group meeting as follows:

> July – Group 7,
> August – Group 8,
> September – Group 9,
> October – Group 10,
> November – Group 11,
> December – Group 12,
> January – Group 1,
> February – Group 2,
> March – Group 3,
> April – Group 4,
> May – Group 5, and

June Group – 6.

Every President in that Group is responsible for bringing forth one candidate from their Club to that assigned Group meeting. The selected "Group x Rotarian of Action" for that month will be awarded a Paul Harris by the DG the following month or later, at the DG's discretion, at either a District function or their Club meeting with the exception of Group 6 who must meet the first week in June to make the selection so the DG can recognize that Rotarian in the second week in June prior to the "2019-20 District Rotary Awards and DG Stepdown" ceremony. A short 1-page maximum bullet list of why that Rotarian was selected must be submitted to the District Awards Chair and Sub-chair and DG within 2 weeks after selection.

One of the 12 "Group x Rotarians of Action" will be selected as the "District Rotarian of Action" for the year by the EAGs and DG for exemplary performance in service to Rotary, to District 5240, to their Club, and to humanity during the past year then announced and recognized at the "2019-20 District Rotary Awards and DG Stepdown" ceremony.

Samuel L. Green Service Above Self Award

The DG will select one Rotarian from the District who has demonstrated exemplary and continued service to District 5240 and to Rotary. This award honors Samuel L. Greene, past District 5240 Governor in 1990-91, past RI Director 1999-2001, and member of the Westlake Village Rotary Club, who passed away in 2011.

John Padilla Humanitarian Service Award

The DG will select one Rotarian from the District who has exemplified the spirit of humanitarian work and giving through service to local or international communities. The award is named for Dr. John Padilla, a plastic surgeon and member of the Santa Barbara Sunrise Club who died in an airplane crash in 2004.

Robert "Jock" MacKenzie Leadership in Education Award

The DG will select one Rotarian from the District who has made outstanding contributions to the development of leaders in District 5240. The award honors Jock MacKenzie who helped create the District's leadership training program for aspiring Club and District leaders. Jock was a member of the Rotary Club of Westlake Village before he passed away in 2010.

Heather Frankle Dream Catcher Award

The DG will select one Rotarian from the District whose vision and creativity has resulted in a unique program or service that has improved the lives of others.   This award honors Heather Frankle, a member of the Rotary Club of Simi Sunrise, former first lady of District 5240, and a global humanitarian who dreamed big and changed the lives of thousands and who passed away in 2016.

Otto Austel World Health Service Award

The DG will select one Rotarian from the District who has demonstrated outstanding humanitarianism via one or more disease prevention and treatment or maternal and

child health projects. This award honors Dr. Otto Austel, past District 5240 Governor in 1999-2000 and member of the Rotary Club of Simi Valley who passed away in 2011.

AWARDS SUMMARY

The "2019-20 District/Regional Rotary Awards Form" gives your club leaders a "game plan" for being a more effective Rotary Club all year long. Making regular progress on the awards criteria will help build pride in your Rotary Club and public awareness of Rotary service in your community. Update the awards information as you accomplish criteria and share your accomplishments with your Rotary Club and with your community.

(Please complete club contact information)

Club:_____

Club Size:☐1-35/Small   ☐36-70/Medium ☐71+/Large

Club President:_____

Email: _____

Phone: _____

Awards Chair:_____

Email: _____

Phone: _____

District 5240 Awards & Recognition Program - Club Service 2019-2020

Recognition awards for Club actions/goals achieved from July 1, 2019 to Apr 15, 2020. Some criteria count in more than one category. The "Explain" box will expand as you briefly describe what you did.

Club Service Recognition (Club size: 1-35 = small, 36-70 = medium, 71+ = large)

Acquire at least 80% (large Club), 70% (medium Club), or 60% (small Club) of the possible section points from the following:	**Total Points Achieved:** *Minimum L Pts. Required: 53* *Minimum M Pts. Required: 47* *Minimum S Pts. Required: 40* **Minimum Pts. Met (Y/N):** *Total Points Possible: 66* **Percentage Achieved:**

1	Appoint or elect a Club Rotarian to each of the following Committee Chair positions – Club Service, Community Service, International Service, Vocational Service, Youth Service, Membership, Foundation, and Public Image and submit names and contact information to the District prior to July 1, 2019. (1 point each up to 8 points)	
0	Explain if completed:	
2	Hold a retreat prior to July 1, 2019 for incoming Board. (3 points up to 4 points if AG attends)	
0	Explain if completed:	
3	Have a Club Assembly at a Club Meeting in July to discuss how to achieve your Club, District, and RI goals. (2 points)	
0	Explain if completed	
4	Enter final goals for ALL items in My Rotary Club Central before July 30th. (5 points)	
0	Explain if completed	
5	Update progress to goal achievement monthly for ALL items in My Rotary Club Central before the scheduled Group meeting with the AG and report on progress regularly to your Club. (3 points)	
0	Explain if completed	
6	Publish a Club bulletin monthly; and/or maintain a Club Facebook group and/or LinkedIn group with weekly updates for internal-to-Club communication (1 point each up to 3 points)	
0	Explain if completed:	
7	Ensure all Club members have established accounts on the District and RI website. (25% = 1 point, 50% = 2 points, 75% = 3 points, 100% = 4 points)	
0	Explain if completed:	
8	Set up database integration between your Club and RI. (1 point)	
0	Explain if completed:	
9	Hold one Club social or Family of Rotary fellowship event each quarter for Club, family, former members, and new potential members besides your regular meeting. (1 point each up to 4 points)	

0	Explain if completed:
10	Have Club President promote Club attendance at the District Conference and the President, PE, and/or PEN personally register and attend. (1 point each up to 3 points)
0	Explain if completed:
11	Have at least 2 additional Club members attend the District Conference. (1 point)
0	Explain if completed:
12	Have Club Community Service Chair and International Service Chair attend a Grants Management Seminar. (1 point each up to 2 points)
0	Explain if completed:
13	Have Club Foundation Committee Chair attend a Rotary Foundation Seminar. (1 point)
0	Explain if completed:
14	Have President, PE, and/or PEN attend a Midterm Seminar. (1 point each up to 3 points)
0	Explain if completed:
15	Have 2020-21 President (PE) and 2021-22 President (PEN) plus 2020-21 Treasurer, Secretary, Club Service Chair, Community Service Chair, International Service Chair, Vocational Service Chair, Youth Service Chair, Membership Chair, Foundation Chair, and Public Image Chair attend a District Training Assembly. (1 point each up to 12 points)
0	Explain if completed:
16	Have Club PE and/or PEN attend Basic PRLS and/or Master PRLS. (1 point each up to 2 points)
0	Explain if completed:
17	Develop or update the Club's written Strategic Plan including having action plans and expected results – reach out to the District Visioning Strategic Planning Team if needed. (2 points)
0	Explain if completed:
18	Help organize a Group social activity with your AG and have at least 10% of the members of your Club attend. (1 point)
0	Explain if completed:
19	Obtain input from your Club members at least quarterly regarding their feedback on the Club and report results to the Club. Survey can be by email, online, club assembly, or other method of obtaining feedback. (1 point)
0	Explain if completed:
20	Conduct another Club Service project or activity unique to your Club nor previously listed above. (1 point)
0	Explain if completed:
21	Submit a Club Service social or Family of Rotary story with a photo on the District website at stories@district5240.org [Look on District Website under "Contact Us" menu for "Submitting Club Stories" instructions]. (1 point)
0	Explain if completed:

22	Announce the "Rotary Global Rewards" program (price discounts and donations to Rotary) to your Club and have at least 5 members download the app on their cell phone. (2 points)
0	Explain if completed:

District 5240 Awards & Recognition Program – Community Service 2019-2020

Recognition awards for Club actions/goals achieved from July 1, 2019 to April 15, 2020. Some criteria count in more than one category. The "Explain" box will expand as you briefly describe what you did

Community Service Recognition (Club size: 1-35 = small, 36-70 = medium, 71+ = large)

Acquire at least 80% (large Club), 70% (medium Club), or 60% (small Club) of the possible section points from the following:		**Total Points Achieved:** *Minimum L Pts. Required: 39* *Minimum M Pts. Required: 34* *Minimum S Pts. Required: 29* **Minimum Pts. Met (Y/N):** *Total Points Possible: 48* **Percentage Achieved:**
1	Conduct a "Community Needs Assessment" to help the Club understand the kinds of local projects that would be impactful. (1 point)	
0	Explain if completed:	
2	Have a new or continuing Community Service project in one of Rotary's six "Areas of Focus" involving significant hands-on participation by Rotarians and family members, Rotaract members, and/or Interact members. (5 points up to 6 points if Rotaract and/or Interact are included per project up to a maximum of 5 projects for a maximum possible of 30 points) [*Rotary Citation criteria 14A*]	
0	Explain if completed:	
3	Conduct a new or continuing Community Service Project involving at least one other club in your Group with high visibility and media coverage. (3 points)	
0	Explain if completed:	
4	Participate in a "Rotarians at Work Day" with Rotarians and family members, Rotaract members, and/or Interact members. (2 points up to 3 points if Rotaract and/or Interact are included) [*Rotary Citation w Distinction criteria 2*]	
0	Explain if completed:	
5	Submit a District Grant Application for a project that supports your community. (2 points)	
0	Explain if completed:	
6	Continue or establish a partnership with a non-Rotary organization (corporate, governmental, or nongovernmental entity) and implement and work together on a Community Service project. (2 points) [*Rotary Citation criteria 16A*]	
0	Explain if completed:	
7	Present a Community Service Award to a non-Rotarian at a club meeting or event [shop.rotary.org Certificates]. (1 point)	
0	Explain if completed:	
8	Increase the number of members involved in community service projects by ensuring that every Club member participates in at least one community service project. (3 points) [*Rotary Citation criteria 11A*]	
0	Explain if completed:	

9	Conduct another Community Service project or activity unique to your Club nor previously listed above. (1 point up to 2 points if a multi-club activity)
0	Explain if completed:
10	Submit a Community Service story with a photo on the District website at stories@district5240.org [Look on District Website under "Contact Us" menu for "Submitting Club Stories" instructions]. (1 point)
0	Explain if completed:

District 5240 Awards & Recognition Program – International Service 2019-2020

Recognition awards for Club actions/goals achieved from July 1, 2019 to April 10, 2020. Some criteria count in more than one category. The "Explain" box will expand as you briefly describe what you did.

International Service Recognition (Club size: 1-35 = small, 36-70 = medium, 71+ = large)

Acquire at least 80% (large Club), 70% (medium Club), or 60% (small Club) of the possible section points from the following:		**Total Points Achieved:** *Minimum L Pts. Required: 39* *Minimum M Pts. Required: 34* *Minimum S Pts. Required: 29* **Minimum Pts. Met (Y/N):** *Total Points Possible: 48* **Percentage Achieved:**
1	Participate hands-on in a new or existing significant International Service project in one of Rotary's six "Areas of Focus" where at least one Club member traveled to the site. (5 points per project up to a maximum of 5 projects for a maximum possible of 25 points) [*Rotary Citation criteria 14B*]	
0	Explain if completed	
2	Participate in a new or continuing International Service Project involving at least one other club and/or district. (3 points)	
0	Explain if completed:	
3	Increase the number of members involved in international service projects from the previous year. (3 points) [*Rotary Citation criteria 11B*]	
0	Explain if completed:	
4	Submit as the International Partner or participate in a Global Grant application to support an International Project. (2 points if participating or 3 points if submitting)	
0	Explain if completed:	
5	Participate in a Polio Eradication awareness and/or fundraising campaign or project in your community or on District Polio Day. (2 points)	
0	Explain if completed:	
6	Nominate a qualified Peace Scholarship candidate [long program or short program]. (1 point)	
0	Explain if completed:	
7	Have Club members register and attend the 2019 RI Convention. (1 point per attending member up to 3 points)	
0	Explain if completed:	
8	Present a Club International Service project at the District Conference Project Fair. (1 point)	
0	Explain if completed:	
9	Continue or establish a partnership with a non-Rotary organization (corporate, governmental, or nongovernmental entity) and implement and work together on an International Service project. (2 points) [*Rotary Citation criteria 16B*]	

0	Explain if completed:
10	Participate at a Peace Conference. (1 point)
0	Explain if completed:
11	Post a Club International Service project on Rotary Showcase on the RI website. (1 point)
0	Explain if completed:
12	Conduct another International Service project or activity unique to your Club nor previously listed above. (1 point up to 2 points if a multi-club activity)
0	Explain if completed:
13	Submit an International Service story with a photo on the District website at stories@district5240.org [Look on District Website under "Contact Us" menu for "Submitting Club Stories" instructions]. (1 point)
0	Explain if completed:

District 5240 Awards & Recognition Program - Vocational Service 2019-2020

Recognition awards for Club actions/goals achieved from July 1, 2019 to April 15, 2020. Some criteria count in more than one category. The "Explain" box will expand as you briefly describe what you did.

Vocational Service Recognition (Club size: 1-35 = small, 36-70 = medium, 71+ = large)

Acquire at least 80% (large Club), 70% (medium Club), or 60% (small Club) of the possible section points from the following:	**Total Points Achieved:** *Minimum L Pts. Required: 14* *Minimum M Pts. Required: 12* *Minimum S Pts. Required: 11* **Minimum Pts. Met (Y/N):** *Total Points Possible: 17* **Percentage Achieved:**

1	Hold a regular Club meeting at a place of business [a member's or otherwise]. (1 point)
0	Explain if completed:
2	Have Club members conduct a craft talk over the course of the year as a Club meeting program. (2 points)
0	Explain if completed:
3	Have an Employee Recognition Day where Rotarians bring an "Employee of the Month/Year" from their place of employment to a Club meeting. (1 point)
0	Explain if completed:
4	Participate in a program that provides support for training services for community members that require new job skills and recognize a "Vocational Student, Apprentice, or Trainee of the Month/Year" from that program at a Club meeting where family/associates are invited. (2 points for the program up to 3 points for recognition)
0	Explain if completed:
5	Organize and conduct a young professionals "Get Career and Business Advice from a Rotarian" event. (2 points)
0	Explain if completed:
6	Present a Vocational Service award at a Club meeting such as Teacher of the Year, Law Enforcement Office of the Year, Fireman of the Year, etc. honoring those who serve your community. (1 point)
0	Explain if completed:
7	Develop or maintain a listing of your Club members in print or online with their classification and business to aid your members in doing business with other Rotarians. (1 point)
0	Explain if completed:
8	Organize or participate in a Rotary and guests business/professional networking social. (1 point)
0	Explain if completed:

9	Conduct another Vocational Service project or activity unique to your Club nor previously listed above. (1 point up to 2 points if a multi-club activity)
0	Explain if completed:
10	Submit a Vocational Service story with a photo on the District website at stories@district5240.org [Look on District Website under "Contact Us" menu for "Submitting Club Stories" instructions]. (1 point)
0	Explain if completed:
11	Initiate or continue a leadership, personal, or professional development program to enhance members' skills. (2 points) [*Rotary Citation w Distinction criteria 3*]
0	Explain if completed:

District 5240 Awards & Recognition Program – Youth Service 2019-2020

Recognition awards for Club actions/goals achieved from July 1, 2019 to April 15, 2020. Some criteria count in more than one category. The "Explain" box will expand as you briefly describe what you did.

Youth Service Recognition (Club size: 1-35 = small, 36-70 = medium, 71+ = large)

Acquire at least 80% (large Club), 70% (medium Club), or 60% (small Club) of the possible section points from the following:		**Total Points Achieved:** *Minimum L Pts. Required: 28* *Minimum M Pts. Required: 24* *Minimum S Pts. Required: 21* **Minimum Pts. Met (Y/N):** *Total Points Possible: 34* **Percentage Achieved:**

1	Charter a new Interact Club or Rotaract Club. (1 point each up to 2 points)
0	Explain if completed:
2	Sponsor or co-sponsor and support an existing Interact Club and/or Rotaract Club. (1 point each up to 2 points) [*Rotary Citation criteria 7*]
0	Explain if completed:
3	Have at least two Club members involved with a sponsored Interact Club. (1 point)
0	Explain if completed:
4	Acquire contact information for [social media preferred] and assist Interactors leaving the community to locate a Rotaract Club or Rotary Club at their new location. (2 points)
0	Explain if completed:
5	Participate in a Youth Service literacy, substance abuse, or life skills program. (2 points)
0	Explain if completed:
6	Sponsor students to attend RYLA and supply needed transportation. (1 point each up to 6 points) [*Rotary Citation criteria 9A*]
0	Explain if completed:
7	Sponsor at least one Interact or Rotaract Officer to attend the District Conference and supply transportation if needed. (2 points)
0	Explain if completed:
8	Sponsor at least one Interact Officer to attend the Interact Symposium and supply transportation if needed. (1 points)
0	Explain if completed:
9	Organize or conduct a Club Four Way Test essay contest and submit winners to the District contest. (1 point for grade school, 1 point for middle school, & 1 point for high school up to 3 points)
0	Explain if completed:

10	Organize or conduct a mentor program or job shadowing day. (1 point)
0	Explain if completed:
11	Conduct or participate in a high school Career Day program. (1 point)
0	Explain if completed:
12	Participate in an Interact Club or Rotaract Club led and chosen Community Service project. (1 point)
0	Explain if completed:
13	Provide or refer a counselor for RYLA. (1 point)
0	Explain if completed:
14	Host an inbound Rotary Youth Exchange student and/or sponsor an outbound Rotary Youth Exchange student. (1 point for inbound & 1 point for outbound up to 2 points) [*Rotary Citation criteria 9B*]
0	Explain if completed:
15	Support a local school throughout the year. (1 point)
0	Explain if completed:
16	Sponsor or participate in a local ethics/leadership workshop or presentation to middle school and/or high school students. (2 points)
0	Explain if completed:
17	Conduct or participate in a middle school or high school Mock Interview Day. (1 point)
0	Explain if completed:
18	Conduct another Youth Service project or activity unique to your Club nor previously listed above. (1 point up to 2 points if a multi-club activity)
0	Explain if completed:
19	Submit a Youth Service story with a photo on the District website at stories@district5240.org [Look on District Website under "Contact Us" menu for "Submitting Club Stories" instructions]. (1 point)
0	Explain if completed:

District 5240 Awards & Recognition Program – Membership 2019-2020

Recognition awards for Club actions/goals achieved from July 1, 2016 to April 15, 2020. Some criteria count in more than one category. The "Explain" box will expand as you briefly describe what you did.

Membership Recognition (Club size: 1-35 = small, 36-70 = medium, 71+ = large)

	Acquire at least 80% (large Club), 70% (medium Club), or 60% (small Club) of the possible section points from the following:	Total Points Achieved: Minimum L Pts. Required: 40 Minimum M Pts. Required: 35 Minimum S Pts. Required: 30 Minimum Pts. Met (Y/N): Total Points Possible: 50 Percentage Achieved:
1	Have an active Membership Committee consisting of at least 5 people which meets monthly including having a Recruiting Sub-chair and a Retention Sub-chair and report the Chair to RI. (3 points) [*Rotary Citation criteria 1*]	
0	Explain if completed:	
2	Have at least two Club members attend a District or Zone Membership seminar. (2 points)	
0	Explain if completed:	
3	Invite the District Membership Chair or Regional Membership Advisor to be the program at one of your meetings. (1 point)	
0	Explain if completed:	
4	Hold a Club Assembly focused on Membership in the first 3 months of the Rotary year. (1 point)	
0	Explain if completed:	
5	Have a brochure for potential new members that fully describes the Club's purpose and activities (1 point)	
0	Explain if completed:	
6	Encourage Club members to bring visitors to Club meetings where the Club President recognizes these visitors at the Club meeting. (1 point for each 20% of the active membership that bring 1 visitor during the Rotary year up to 5 points)	
0	Explain if completed:	
7	Implement a business or family membership option for your Club and induct at least one group of members into your Club using this membership option. (1 point for option adoption and 1 point for an actual induction using this option for up to 2 points)	
0	Explain if completed:	
8	Hold a "Fireside Chat" or information meeting for each prospective new member prior to them joining Rotary including creating/maintaining and conducting a standard Orientation for potential new members before Induction so they fully understand Rotary, the District, your Club including its organization & fundraisers & services, and the required financial and expected time commitments. (2 points)	
0	Explain if completed:	

9	Create/maintain and conduct a standard Induction for new members and insure their family is invited. (1 points)
0	Explain if completed:
10	Administer a program to recognize and reward those who sponsor new members. (1 point)
0	Explain if completed:
11	Create/maintain and administer a new Club member welcome and mentoring program where a mentor [preferably different from the sponsor] is assigned within 1 week after Induction. (2 points)
0	Explain if completed:
12	Utilize the Rotary "The 12 Letters" program with new members. (1 point)
0	Explain if completed:
13	Assign new Club members to a Club committee within one month after Induction. (2 points)
0	Explain if completed:
14	Utilize a process for receiving feedback from Club members on a regular basis. (1 point)
0	Explain if completed:
15	Have a system to contact Club members who have not been attending meetings. (1 point)
0	Explain if completed:
16	Invite prior Club members, Rotary alumni, to a social "Rotary Reunion" or other event and highlight Rotary's networking opportunities. (1 point) [*Rotary Citation criteria 8*]
0	Explain if completed:
17	Conduct "stay interviews" with poor attendance members and conduct "exit interviews" with resigning members to compile Club improvement plans. (1 point each for up to 2 points)
0	Explain if completed:
18	Maintain or improve Club membership retention rate of current and new members over prior Rotary year by 1% [If prior year was 90+% then continue this retention rate]. (3 points) [*Rotary Citation criteria 3*]
0	Explain if completed:
19	Increase Club membership by a minimum of net 1 member - achieve a net gain in membership. (1 point for each 1 member net up to a maximum of 10 points) [*Rotary Citation criteria 2*]
0	Explain if completed:
20	Achieve a net gain in female members or members under the age of 40. (3 points) [*Rotary Citation criteria 4*]
0	Explain if completed:
21	Sponsor or co-sponsor a new Rotary Club or Rotary Community Corps. (1 points) [*Rotary Citation criteria 5*]
0	Explain if completed:

22	Submit a Membership story with a photo on the District website at stories@district5240.org [Look on District Website under "Contact Us" menu for "Submitting Club Stories" instructions]. (1 point)
0	Explain if completed:
23	Conduct a study of your members' occupations and work to align your membership with the mix of businesses and professions in your community. (3 points) [*Rotary Citation criteria 6*]
0	Explain if completed:

District 5240 Awards & Recognition Program – Foundation 2019-2020

Recognition awards for Club actions/goals achieved from July 1, 2019 to April 15, 2020. Some criteria count in more than one category. The "Explain" box will expand as you briefly describe what you did.

Foundation Recognition (Club size: 1-35 = small, 36-70 = medium, 71+ = large)

	Acquire at least 80% (large Club), 70% (medium Club), or 60% (small Club) of the possible section points from the following:	**Total Points Achieved:** *Minimum L Pts. Required: 24* *Minimum M Pts. Required: 21* *Minimum S Pts. Required: 18* **Minimum Pts. Met (Y/N):** *Total Points Possible: 30* **Percentage Achieved:**

1	Have an active Foundation Committee consisting of at least 5 people which meets monthly and report the Chair to RI. (3 points) [*Rotary Citation criteria 10*]
0	Explain if completed:
2	Increase giving to the Annual Program Fund (APF) over prior year. (1 point if <10% and 2 points if >= 10%)
0	Explain if completed:
3	Increase giving to Polio Plus over prior year. (1 point if <10% and 2 points if >= 10%)
0	Explain if completed:
4	Increase giving to the Permanent/Endowment Fund (EF) over prior year. (1 point if <10% and 2 points if >= 10%)
0	Explain if completed:
5	Achieve EREY Club status where every member contributes something to APF. (2 points)
0	Explain if completed:
6	Achieve Club per capita giving to APF of $100 or more. (2 points) [*Rotary Citation criteria 12*]
0	Explain if completed:
7	Achieve Club per capita giving to The Rotary Foundation (APF + EF) of $120 or more. (2 points)
0	Explain if completed:
8	Have 5% of Club members become a new or incremental Paul Harris Fellow. (1 point)
0	Explain if completed:
9	Have every Club member be a Paul Harris Fellow in the current Rotary year. (1 point)
0	Explain if completed:
10	Have 5% of your Club members be Benefactors [$1000 to EF in estate plan] or Bequest Society [$10,000 to EF in estate plan] members. (1 point)
0	Explain if completed:

11	Invite the District Rotary Foundation Committee Chair or Foundation Area Representative to be a program at your Club. (1 point)
0	Explain if completed:
12	Participate in a Club or Group Foundation fundraising event. (1 point for Club and 1 point for Group up to 2 points)
0	Explain if completed:
13	Hold an event to raise funds for, or to increase awareness of, Rotary's work toward polio eradication. (1 point for Club and 1 point for Group up to 2 points) [*Rotary Citation criteria 13*]
0	Explain if completed:
14	One member in your Club joins the Paul Harris Society [commits to give $1000 to TRF annually] (1 point)
0	Explain if completed:
15	Send Club collected Foundation donations at least once a quarter to maximize TRF earnings potential. (1 point)
0	Explain if completed:
16	Qualified Club for District Grants and Global Grants for the current year. (2 points)
0	Explain if completed:
17	Conduct another Foundation project or activity unique to your Club nor previously listed above. (1 point up to 2 points if a multi-club activity)
0	Explain if completed:
18	Submit a Foundation story with a photo on the District website at stories@district5240.org [Look on District Website under "Contact Us" menu for "Submitting Club Stories" instructions]. (1 point)
0	Explain if completed:

District 5240 Awards & Recognition Program – Branding 2019-2020	

Recognition awards for Club actions/goals achieved from July 1, 2019 to April 15, 2020. Some criteria count in more than one category. The "Explain" box will expand as you briefly describe what you did.

Public Imagen Recognition (Club size: 1-35 = small, 36-70 = medium, 71+ = large)

Acquire at least 80% (large Club), 70% (medium Club), or 60% (small Club) of the possible section points from the following:	**Total Points Achieved:** *Minimum L Pts. Required: 35* *Minimum M Pts. Required: 31* *Minimum S Pts. Required: 26* **Minimum Pts. Met (Y/N):** *Total Points Possible: 43* **Percentage Achieved:**

1	The Club has a website and updates monthly. (1 point up to 2 points if monthly updates occur)
0	Explain if completed:
2	Have a link on your Club Website pointing to the District 5240 website www.rotarydistrict5240.org and/or the RI website www.rotary.org. (1 point each up to 2 points)
0	Explain if completed:
3	The club has a Facebook page for external communication and posts weekly to promote your Club and its service activities. [Note: Facebook groups are for internal communication – See Club Service section] (1 point up to 2 points if weekly updates occur) [*Rotary Citation w Distinction criteria 4A*]
0	Explain if completed:
4	The club has a LinkedIn company page and posts weekly to promote your Club and its service activities. (1 point up to 2 points if weekly updates occur) [*Rotary Citation w Distinction criteria 4B*]
0	Explain if completed:
5	The club has a Twitter account and tweets weekly to promote your Club and its service activities. (1 point up to 2 points if weekly updates occur) [*Rotary Citation w Distinction criteria 4C*]
0	Explain if completed:
6	The club has an Instagram account and share weekly to promote your Club and its service activities. (1 point up to 2 points if weekly updates occur) [*Rotary Citation w Distinction criteria 4D*]
0	Explain if completed:
7	The club website and social media pages meet the new RI Branding guidelines including the use of the new RI logo. (1 point)
0	Explain if completed:
8	Ensure all members on social media have Rotary listed on their profile. (25% = 1 point, 50% = 2 points, 75% = 3 points, 100% = 4 points)
0	Explain if completed:

9	Have a Club Community Service, International Service, Vocational Service, Youth Service, and/or Membership event or project covered in local print media - newspaper. (1 point each up to 5 points)
0	Explain if completed:
10	Have a Club Community Service, International Service, Vocational Service, Youth Service, and/or Membership event or project covered on radio. (1 point each up to 5 points)
0	Explain if completed:
11	Have a Club Community Service, International Service, Vocational Service, Youth Service, and/or Membership event or project covered on television. (1 point each up to 5 points)
0	Explain if completed:
12	Ensure that there is Rotary guideline compliant signage on projects performed by your club. (1 point)
0	Explain if completed:
13	Have a sign at your meeting place that says that "Rotary Meets Here" with day and time. (1 point)
0	Explain if completed:
14	Conduct another Branding project or activity unique to your Club nor previously listed above. (1 point up to 2 points if a multi-club activity)
0	Explain if completed:
15	Submit a Branding story with a photo on the District website at stories@district5240.org [Look on District Website under "Contact Us" menu for "Submitting Club Stories" instructions]. (1 point)
0	Explain if completed:
16	Post a successful Club project, with details about activities, volunteer hours, and funds raised on www.Rotary.org (2 points) [*Rotary Citation criteria 15*]
0	Explain if completed:
17	Use Rotary's brand guidelines, templates, People of Action campaign materials, and related resources (2 points) [*Rotary Citation criteria 17*]
0	Explain if completed:
18	Arrange for the Club's members to talk with the media to tell your Club's and Rotary's story (2 points) [*Rotary Citation criteria 18*]
0	Explain if completed:

SILVER CLUB
MANDATORY:

1. Meet the minimum per-size-club point goals for 6 of the 8 Awards Criteria for the District by April 15, 2020
(Club, Vocational, Community, International, Youth, Membership, Foundation, & Public Image)

PLUS: MUST COMPLETE AT LEAST FOUR (4) of the following:

Total Points Achieved:
Minimum Points Required: 4
Minimum Pts. Met (Y/N):
Total Points Possible: 15
Percentage Achieved:

1	Attain a membership Net Increase of **+3 for small clubs, +4 for medium clubs, or +5 for large clubs** [members as of July 1, 2019 thru April 15, 2020]. (1 point) [*Rotary Citation w Distinction criteria 1 – Large Club*]
0	Explain if completed:
2	Attain a membership Retention Rate of **80%** [members as of July 1, 2019 thru April 15, 2020]. (1 point)
0	Explain if completed:
3	Participate in at least **1** Branding activity through electronic, broadcast, or print media. (1 point)
0	Explain if completed:
4	Club per capita contribution of at least **$120** to the TRF Annual Programs Fund. (1 point)
0	Explain if completed:
5	Club per capita contribution of at least **$25** to the TRF Polio Plus Fund. (1 point)
0	Explain if completed:
6	Qualify Club for District and Global Grants (1 point)
0	Explain if completed:
7	District Conference Attendance is **3%** of Club (includes family, guests, Interact). (1 point)
0	Explain if completed:
8	Has an identified Club President for 2021-2022 (PEN). (1 point)
0	Explain if completed:
9	Participation level of **70%** of Officers & Committee Chairs at the District Training Assembly. (1 point)
0	Explain if completed:
10	Participation level of President, PE, and PEN at the District Midterms. (1 point)
0	Explain if completed:
11	Participation level of **1** member at a District Membership or Foundation Seminar. (1 point)
0	Explain if completed:

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12	Total **of at least 1** NEW Basic or Master PRLS graduate. (1 point)
0	Explain if completed:
13	Total **of at least 1** NEW Benefactor or Bequest Society member. (1 point)
0	Explain if completed:
14	Total **of at least 1** NEW Paul Harris Fellow. (1 point)
0	Explain if completed:
15	Total **of at least 1** NEW Paul Harris Society member. (1 point)
0	Explain if completed:
16	Become a Peace Builder Club {see https://www.rotarydistrict5240.org/sitepage/peace-page-1}. (1 point)
0	Explain if completed:

GOLD CLUB
MANDATORY:
1. You must qualify for "*Silver*" status to proceed with "*Gold*".
2. Meet the minimum per-size-club point goals for **7** of the 8 Awards Criteria for the District by April 15, 2020
(Club, Vocational, Community, International, Youth, Membership, Foundation, & Public Image)

	PLUS: MUST COMPLETE AT LEAST **FIVE (5)** of the following:	Total Points Achieved: *Minimum Points Required: 5* Minimum Pts. Met (Y/N): *Total Points Possible: 16* Percentage Achieved:
1	Membership Net Increase of **+4 for small clubs, +5 for medium clubs, or +6 for large clubs** [members as of July 1, 2019 thru April 15, 2020]. (1 point) [*Rotary Citation w Distinction criteria 1 – Medium Club*]	
0	Explain if completed:	
2	Membership Retention Rate of **85%** [members as of July 1, 2019 thru April 15, 2020]. (1 point)	
0	Explain if completed:	
3	Participate in at least **2** Branding activities through electronic, broadcast, or print media. (1 point)	
0	Explain if completed:	
4	Club per capita contribution of at least **$145** to the TRF Annual Programs Fund. (1 point)	
0	Explain if completed:	
5	Club per capita contribution of at least **$35** to the TRF Polio Plus Fund. (1 point)	
0	Explain if completed:	
6	Participate in either a District Grant or Global Grant. (1 point)	
0	Explain if completed:	
7	District Conference Attendance is **5%** of Club (includes family, guests, Interact). (1 point)	
0	Explain if completed:	
8	Has an identified Club President for 2021-2022 (PEN). (1 point)	
0	Explain if completed:	
9	Participation level of **80%** of Officers & Committee Chairs at the District Training Assembly. (1 point)	
0	Explain if completed:	
10	Participation of President, PE and PEN at the District Midterms. (1 point)	
0	Explain if completed:	
11	Participation level of **2** members at a District Membership or Foundation Seminar. (1 point)	

0	Explain if completed:
12	Participate in a multi-Club Community Service Project. (1 point)
0	Explain if completed:
13	Participate in a multi-Club International Service Project. (1 point)
0	Explain if completed:
14	Develop or update the Club's 3-year Strategic Plan. (1 point)
0	Explain if completed:
15	Submit a Club member nominee for the RI Avenues of Service Citation (rotary.org > Members > Awards). (1 point)
0	Explain if completed:
16	Participate in presenting a Community or Vocational Service Award. (1 point)
0	Explain if completed:

Recipients of the Governor's Clubs of Distinction will be recognized at the Regional Awards and Recognition Event scheduled in May of 2020. Recipients of the PLATINUM CLUB will be eligible for the Best Club in District 5240 for each Club size and overall category.

PLATINUM CLUB
MANDATORY:
1. You must qualify for "*Gold*" status to proceed with "*Platinum*".
2. Meet the minimum per-size-club point goals for all 8 of the 8 Awards Criteria for the District by April 15, 2020
(Club, Vocational, Community, International, Youth, Membership, Foundation, & Public Image)

MUST COMPLETE AT LEAST SIX (6) of the following:	Total Points Achieved: *Minimum Points Required: 6* Minimum Pts. Met (Y/N): *Total Points Possible: 13* Percentage Achieved:

1	Membership Net Increase of **+5 for small clubs, +6 for medium clubs, or +7 for large clubs** [members as of July 1, 2019 thru April 15, 2020]. (1 point) [*Rotary Citation w Distinction criteria 1 – Small Club*]
0	Explain if completed:
2	Membership Retention Rate of **90%** [members as of July 1, 2019 thru April 15, 2020]. (1 point)
0	Explain if completed:
3	Club per capita contribution of at least **$170** to the TRF Annual Programs Fund. (1 point)
0	Explain if completed:
4	Club per capita contribution of at least **$50** to the TRF Polio Plus Fund. (1 point)
0	Explain if completed:
5	Participate in both a District Grant and a Global Grant. (1 point)
0	Explain if completed:
6	District Conference Attendance is **10%** of Club (includes family, guests, Interact). (1 point)
0	Explain if completed:
7	Has an identified Club President for 2021-2022 (PEN). (1 point)
0	Explain if completed:
8	Participation level of **90%** of Officers & Committee Chairs at the District Training Assembly. (1 point)
0	Explain if completed:
9	Participation level of President, PE and PEN at the District Midterms. (1 point)
0	Explain if completed:

10	Participation level of **4** members at a District Membership or Foundation Seminar. (1 point)
0	Explain if completed:
11	Submit a Club Member Nominee for the RI Avenues of Service Citation (rotary.org > Members > Awards). (1 point)
0	Explain if completed:
12	100% Paul Harris Club and EREY Club status achieved. (1 point)
0	Explain if completed:
13	Participate in presenting a Community or Vocational Service Award. (1 point)
0	Explain if completed:

CHANGE LOG

June 20, 2019

1) AWARDS AREAS FOR ROTARIANS, Page 6-7: Changed name of "Group Rotarian of the Month" to "Group Rotarian of Action" for the assigned month and changed "District Rotarian of the Year" to "District Rotarian of Action" for the year.

November 9, 2019

1) APPLICATION SUBMISSION TIMING AND AWARD CEREMONIES, Page 2: Corrected incorrect "2019-20 District Rotary Awards" ceremony and DG step down date from Friday, June 26, 2020 to Saturday, June 27, 2020.