##

**ROTARY DISTRICT 5240**

**DISTRICT AWARDS CRITERIA**

**ROTARY YEAR 2016-2017**

**DISTRICT 5240 AWARDS CHAIR**

**PAUL CLAYTON**

**EMAIL: PAUL.CLAYTON@FLIR.COM**

2016-2017 Club Presidents and Club Leaders:

**Rotary Serving Humanity** is the International Theme for Rotary Year 2016-17. It is month than our theme. It is how we make a difference — every day, in every club, and every community that we serve.

The theme for District 5240 is “**if you can dream it – you can do it!**” It is an expression of empowerment for the members of your club. If they dream of a way to “do good in the world”, Rotary can make it happen.

One way you can engage, guide, motivate, and recognize your Club and members is through the District 2016-2017 Awards programs.

This year, in addition to club awards, Rotaract and Interact Clubs can participate in the awards recognition program. It is a way for the Rotaract and Interact Clubs to celebrate their accomplishments through the year with their sponsoring clubs and the District. If you are looking for ideas for a Rotaract or Interact Club, you will find great suggestions in the Awards Criteria.

The awards are not a competition – they are our way of honoring the members of your club for a Rotary Year well done. If you are looking for new projects or programs, you may find some in the awards criteria.

The RY 2016-17 Awards are based on the Five Avenues of Service and these Principles of Effective Clubs:

* Sustain and increase your membership base
* Implement projects that address the needs of our local and global communities.
* Support The Rotary Foundation
* Develop leaders from within the Club, and encourage service to Rotary beyond the Club level

In Rotary Year 2016-17 we are celebrating the 100th Anniversary of The Rotary Foundation. This is a great year to increase awareness of and contribution to the foundation. Remember, The Rotary Foundation belongs to all of us.

We are also including recognition for Public Image. We have all been made aware of the focus on branding and community outreach and want to recognize those clubs who are supporting the Rotary International initiatives in public image.

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

**Club size: 1-35 members = small; 36-70 members = medium; above 70 members = large.**

**Club size is based on the number of members in your club on July 1, 2016 based on information reported to Rotary International. Note- you are not required to complete every criteria listed. See top of the page for instructions on the number of criteria per membership size of your club**

The Awards give your club leaders a “game plan” for being a more effective Club all year long. Making regular progress on the Awards criteria will help build pride in your Club and public awareness of Rotary service in your community. Update the awards information as you accomplish and share your accomplishments with your club and with your community.

**Plan now to participate in the District 5240 Award:**

* Appoint an Awards Chair or Committee for your Club
* Have your Awards Committee complete the forms as the year progresses. Post your awards accomplishments on your website or Facebook page. Let everyone know what your club is doing.
* Submit your District Awards forms no later than May 15, 2017. Send them in Word or PDS format to District 5240 Awards Chair Paul Clayton using email address awards@district5240.org.

**Send photos of your club projects, events etc. in jpeg format. Forms and photos will be accepted up to May 15.**

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(Please complete club contact information)

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

Club President: \_\_\_\_\_\_\_\_\_
Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
Phone**:**  \_\_\_\_\_\_\_\_\_

Awards Chair: \_\_\_\_\_\_\_\_\_
Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
Phone**:**  \_\_\_\_\_\_\_\_\_

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| District 5240 Awards & Recognition Program - Club Service 2016-2017Recognition awards for Club actions/goals achieved from July 1, 2016 to May 15, 2017. 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)** |
| **Complete at least 6 (large Club) – 5 (medium) – 4 (small) of the following:** | **Number Completed:** |
| **1** | Hold a retreat prior to July 1, 2016 for incoming Board. (Will count as 2 requirements if AG attends.) |
|  | Explain if completed: |
| **2** | Have a Club Assembly early in the Rotary Year to discuss how to achieve your Club, RI, and District goals. |
|  | Explain if completed |
| **3** | Enter final goals for all items in My Rotary Club Central before July 30th including Membership, Foundation and Service Projects.  |
|  | Explain if completed |
| **4** | Issue a Monthly Club Bulletin in any form; maintain a Facebook page or website with weekly updates (1 point each) |
|  | Explain if completed: |
| **4** | Link your Club Website to [www.rotarydistrict5240.org](http://www.rotarydistrict5240.org). Set up database integration with RI. (counts as 1 each)  |
|  | Explain if completed:  |
| **5** | Family of Rotary: Hold three fellowship events for Club, family, former members besides regular meeting |
|  | Explain if completed: |
| **6** | Club President promotes District Conference Club attendance, personally registers and attends the Westlake Village District Conference, October 14-16 2016. (If PE and PEN attend as well, will count as 2 requirements). |
|  | Explain if completed: |
| **7** | At least 2 additional Club members attend the Westlake Village District Conference, October 14-16 2016 |
|  | Explain if completed: |
| **8** | Obtain input from your club members regarding their feedback on the club and report results to the club. Survey can be online, club assembly, or other method of obtaining feedback. |
|  | Explain if completed: |
| **9** | Committee Chairs/Members attend Grants Management and Rotary Foundation Seminars. |
|  | Explain if completed: |
| **10** | President, President Elect and PEN attend 2017 Midterm Seminars. |
|  | Explain if completed: |
| **11** | Club President Elect or PEN attend PRLS and/or Master PRLS.  |
|  | Explain if completed: |
| **12** | Have at least one member of the club serve at the District level.  |
|  | Explain if completed |
| **13** | Develop or update the Club’s written Strategic Plan – reach out to the District Visioning Strategic Planning Team if needed  |
|  | Explain if completed: |
| **14** | Club Service activities unique to your Club (counts as 2 if multi-club activity). Attach at least one photo unique to Club Service in your Club submittal (5 photo maximum)  |
|  | Explain if completed: |
| **15** | Submit photo(s) and stories on District website at stories@district5240.org (Look on District Website under “Contact Us” menu for “Submitting Club Stories” instructions. |
|  | Explain if completed: |

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| District 5240 Awards & Recognition Program – Community Service 2016-2017Recognition awards for Club actions/goals achieved from July 1, 2016 to May 15, 2017. 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)** |
| **Complete at least 6 (large Club) – 5 (medium) – 4 (small) of the following:** | **Number Completed:** |
| **1** | Conduct a Community Needs Assessment to help the club understand the kinds of projects that would be impactful: |
|  | Explain if completed: |
| **2** | Have a new or continuing Community Service Project involving significant hands-on participation by Rotarians and family members, Rotaract and/or Interact members. Including Rotaract or Interact counts as 2 requirements. |
|  | 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. |
|  | Explain if completed: |
| **4** | Participate in a “Rotarians at Work” Day with Rotarians, family members, plus Rotaract and/or Interact members. |
|  | Explain if completed: |
| **5** | Publicize your Community Service Projects in newspapers, local cable, or information booth at community events. Broadcast (radio or television) media coverage will count as 2 requirements. |
|  | Explain if completed: |
| **5** | Submit a District Grant Application that supports your community  |
|  | Explain if completed: |
| **6** | Collaborate with a non-Rotary organization on a Community Service Project |
|  | Explain if completed: |
| **7** | Participate in a youth literacy program (also counts for Youth Service) or an adult literacy program. |
|  | Explain if completed: |
| **8** | Present a Community Service Award to a non-Rotarian at a club meeting or event. ([shop.rotary.org](http://shop.rotary.org/) Certificates) |
|  | Explain if completed: |
| **9** | Participate in a Community Project focused on eliminating hunger (Multi-Club project counts as 2) |
|  | Explain if completed: |
| **10** | Ensure that every club member participates in at least one community service project.  |
|  | Explain if completed: |
| **11** | Community Service activities unique to your Club (Multi-Club activity counts as 2)Attach at least one photo unique to Community Service in your Club submittal (5 photos maximum) |
|  | Explain if completed: |
| **12** | Submit photo(s) and stories on District website at stories@district5240.org (Look on District Website under “Contact Us” menu for “Submitting Club Stories” instructions. |
|  | Explain if completed: |
| **District 5240 Awards & Recognition Program –International Service 2016-2017**Recognition awards for Club actions/goals achieved from July 1, 2016 to May 10, 2017. 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)** |
| **Complete at least 6 (large Club) – 5 (medium) – 4 (small) of the following:** | **Number Completed:** |
| **1** | Participate in one International Project. (Projects where at least one member traveled to the site for hands-on experience will count as meeting 2 requirements). |
|  | Explain if completed |
| **2** | Participate in a new or existing International Project with another Club and/or District. (Projects where at least two members traveled to the site for hands-on experience will count as meeting two requirements)  |
|  | Explain if completed: |
| **3** | Submit or participate in a Global Grant application to support an International Project.  |
|  | Explain if completed: |
| **4** | Participate in a Polio Eradication awareness and fundraising campaign in your community. Funds raised and campaign highlights acknowledged at a District Event will count as two requirements. |
|  | Explain if completed: |
| **7** | Nominate a qualified Peace Scholarship candidate (long program or short program). |
|  | Explain if completed: |
| **9** | Hands on participation in an International project site at a Club or District level |
|  | Explain if completed: |
| **10** | 2 members (small Club); 3 members (mid-sized Club); 4 members (large Club) register for the 2016 RI Convention in Atlanta, GA. 10% of members and spouses/partners register (counts as 2) |
|  | Explain if completed: |
| **11** | Present a club international service project at the District Conference Project Fair |
|  | Explain if completed: |
| **12** | Two members of your club attend STEPS |
|  | Explain if completed: |
| **11** | Collaborate with a non-Rotary organization to implement an International service project. |
|  | Explain if completed: |
| **11** | At least one member of your club participates in the End Polio Cycling Challenge |
|  | Explain if completed: |
| **12** | Have 1 or more club Rotarians attend a current year NID. |
|  | Explain if completed: |
| **13** | Post a club international service project on rotaryclubprojects.org |
|  | Explain if completed: |
| **14** | OTHER International Service activities unique to your Club (counts as two if multi-club activity)Attach at least one photo unique to International Service in your Club submittal (5 photos maximum) |
|  | Explain if completed: |
| **15** | Submit photo(s) and stories on District website at stories@district5240.org (Look on District Website under “Contact Us” menu for “Submitting Club Stories” instructions. |
|  | Explain if completed: |

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| **District 5240 Awards & Recognition Program - Vocational Service 2016-2017**Recognition awards for Club actions/goals achieved from July 1, 2016 to May 10, 2017. 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)** |
| **Complete at least 6 (large Club) – 5 (medium) – 4 (small) of the following:** | **Number Completed:** |
| **1** | Hold a regular Club meeting at a place of business, a member’s or otherwise. |
|  | Explain if completed: |
| **2** | Have an Employer/Employee Relations Program where Rotarians bring their Employee of the Month/Year to a Club meeting. |
|  | Explain if completed:  |
| **3** | Award a “Vocational Student, Apprentice, or Trainee of the Month” with family/associates invited to presentation.  |
|  | Explain if completed: |
| **4** | Participate in programs that provide support for training services for community members that require new job skills. |
|  | Explain if completed: |
| **5** | Organize or conduct a mentor program or job-shadowing day. (Also counts for Youth Service) |
|  | Explain if completed: |
| **6** | Organize, conduct, or participate in a High School Career Day (Also counts for Youth Service) |
|  | Explain if completed: |
| **7** | Establish club programs and services to assist young professionals in creating and growing their businesses or careers |
|  | Explain if completed |
| **8** | Present a Vocational Service Award such as Ethics Award, Teacher of the Year, Public Service Award honoring those who serve your community. (Also counts for Community Service) |
|  | Explain if completed: |
| **9** | Sponsor or participate in a vocational service ethics/leadership workshop or presentation to high school and/or middle school students. (Also counts for Youth Service) |
|  | Explain if completed: |
| **10** | Conduct or participate in a Middle School, Junior High, High School or Continuation School Interview Day. (Also counts for Youth Service) |
|  | Explain if completed: |
| **11** | Develop or maintain a listing of your members in print or online with their classification and business to aid your members in doing business with other Rotarians. |
|  | Explain if completed: |
| **12** | Organize or participate in a Rotary and Guests business/professional networking social. |
|  | Explain if completed: |
| **13** | Participate in a project that support services for our Military Families or First Responders either Active and Retired Personnel. |
|  | Explain if completed: |
| **14** | OTHER Vocational Service activities unique to your Club (counts as two if a multi-club activity)Attach at least one photo unique to Vocational Service in your Club submittal (5 photos max) |
|  | Explain if completed:  |
| **15** | Submit photo(s) and stories on District website at stories@district5240.org (Look on District Website under “Contact Us” menu for “Submitting Club Stories” instructions). |
|  | Explain if completed:  |

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| **District 5240 Awards & Recognition Program – Youth Service2016-2017**Recognition awards for Club actions/goals achieved from July 1, 2016 to May 10, 2017. 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)** |
| **Complete at least 6 (large Club) – 5 (medium) – 4 (small) of the following:** | **Number Completed:** |
| **1** | Sponsor or support an existing or charter a new Interact Club or community-based Rotaract Club. |
|  | Explain if completed: |
| **2** | Have at least two Club members involved with Interact clubs |
|  | Explain if completed: |
| **3** | Assist an Interact or Rotaract club to qualify for a District Award |
|  | Explain if completed: |
| **4** | Assist Interactors leaving the community to locate a Rotaract or Rotary Club at their new location |
|  | Explain if completed: |
| **5** | Participate in a youth literacy program. (Also counts for Community Service) |
|  | Explain if completed: |
| **6** | Submit applications to send students to RYLA or Interact Symposium. (1 point each)Small Club = 2 students, Medium Club = 3 students, Large Club= 4 Students |
|  | Explain if completed:  |
| **7** | Assist in sponsoring Rotaract members to attend the District Conference and/or District Assembly. |
|  | Explain if completed:  |
| **8** | Organize or conduct a Four Way Test essay contest with winners submitted to District contest or speech program/contest. (Also counts for Vocational Service). Counts as 2 requirements if this is done at the High School AND Middle School levels. |
|  | Explain if completed:  |
| **9** | Organize or conduct a mentor program or job shadowing day. (Also counts for Vocational Service) |
|  | Explain if completed:  |
| **10** | Organize, conduct or participate in a High School Career Day program such as Architectural Design Competition or Ethics Program. (Also counts for Vocational Service) |
|  | Explain if completed:  |
| **11** | Conduct a joint Community Service Project that benefits youth and involves Interact and/or Rotaract Club(s). (Also counts for Community Service) |
|  | Explain if completed:  |
| **12** | Provide or refer a counselor for RYLA |
|  | Explain if completed:  |
| **13** | Host a Rotary Youth Exchange student or sponsor an outbound exchange student. |
|  | Explain if completed:  |
| **14** | Support a local school throughout the year. |
|  | Explain if completed:  |
| **15** | OTHER Youth Service activities unique to your Club (counts as two if a multi-club activity)Attach at least one photo unique to Youth Service in your Club submittal (5 photos maximum) |
|  | Explain if completed:  |
| **16** | Submit photo(s) and stories on District website at stories@district5240.org (Look on District Website under “Contact Us” menu for “Submitting Club Stories” instructions). |
|  | Explain if completed:  |

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| **District 5240 Awards & Recognition Program – Membership 2016-2017**Recognition awards for Club actions/goals achieved from July 1, 2016 to May 10, 2017. 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)** |
| **Complete at least6 (large Club) –5 (medium) – 4 (small) of the following:** | **Number Completed:** |
| **1** | Input Club Membership Goals into Rotary Club Central by May 1, 2016 |
|  | Explain if completed: |
| **2** | Membership chair attends the 2016-17 District Training Assembly |
|  | Explain if completed:  |
| **3** | Update Membership information monthly in Rotary Club Central and at Group Meetings |
|  | Explain if completed: |
| **4** | Have an active membership committee including a Recruiting Chair and a Retention Chair |
|  | Explain if completed:  |
| **5** | Assign new members to a club committee within one month of induction |
|  | Explain if completed: |
| **6** | Initiate or update a new member welcome and mentoring program. |
|  | Explain if completed:  |
| **7** | Invite the District Membership Chair or Regional Membership Advisor to be the program at one of your meetings. |
|  | Explain if completed:  |
| **8** | Encourage members to bring visitors to club meetings. Club President recognizes these visitors during introductions and/or at the end of the meeting. Need to have 20% of the members bring visitors to qualify for this requirement. |
|  | Explain if completed:  |
| **9** | Hold at least one club assembly focused on membership. |
|  | Explain if completed:  |
| **10** | Hold “Fireside Chats” or information meetings for each prospective member prior to their joining Rotary |
|  | Explain if completed:  |
| **11** | Invite prior members to a social “Rotary Reunion” |
|  | Explain if completed:  |
| **12** | Adopt a membership program with a focus on Retention using Rotary programs like “The 12 Letters” or develop one of your own. |
|  | Explain if completed: |
| **13** | At least two club members attend a District or Zone membership seminar |
|  | Explain if completed: |
| **14** | OTHER Membership activity or project unique to your club (counts as two if a multi-club activity)Attach at least one photo unique to Membership in your Club submittal (5 photos maximum) |
|  | Explain if completed:  |
| **15** | Improve membership retention rate over prior Rotary year. If prior year was 100%, continue 100% retention rate |
|  | Explain if completed: |
| **16** | Increase club membership by net 1 member. More than one member counts as 2. |
|  | Explain if completed: |

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| **District 5240 Awards & Recognition Program – Foundation**Recognition awards for Club actions/goals achieved from July 1, 2016 to May 15, 2017. 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)** |
| **Complete at least 5 (large Club) – 4 (medium) – 3 (small) of the following:** | **Number Completed:** |
| **1** |  Enter Club Goals in Rotary Club Central by May 1, 2016 |
|  | Explain if completed:  |
| **2** | Increase giving to Annual Fund over prior year. Increase of 10% or more counts as 2 |
|  | Explain if completed:  |
| **3** | Increase Polio Plus over prior year. Increase of 10% or more counts as 2 |
|  | Explain if completed:  |
| **4** | Achieve EREY club status. |
|  | Explain if completed:  |
| **5** | Every member of your club contributes to The Rotary Foundation $100 or more (counts as 2) |
|  | Explain if completed: |
| **6** | Have 5% of club Rotarians become a new or incremental Paul Harris Fellow. |
|  | Explain if completed:  |
| **7** | 5% of your club members are benefactors or members of the Bequest Society  |
|  | Explain if completed: |
| **8** | Club Foundation Chair attended the District Foundation Seminar. |
|  | Explain if completed:  |
| **9** | Invite the District Rotary Foundation Committee Chair or Foundation Area Representative to be a program at your club  |
|  | Explain if completed: |
| **10** | Participate in a club or area Foundation fundraising event. |
|  | Explain if completed:  |
| **11** | .Hold a special event in recognition of the 100th Anniversary of The Rotary Foundation |
|  | Explain if completed:  |
| **12** | One member in your club joins the Paul Harris Society |
|  | Explain if completed: |
| **13** | Send club collected Foundation donations at least once a quarter |
|  | Explain if completed:  |
| **14** | Club is qualified for District Grants and Global Grants for RY 201718 |
|  | Explain if completed: |
| **15** | OTHER Foundation Project or activity unique to your club (counts as two if a multi-club activity) |
|  | Explain if completed:  |
| **16** | Attach at least one photo unique to The Rotary Foundation in your Club submittal (5 photos maximum) |
|  | Explain if completed: |

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| **District 5240 Awards & Recognition Program – Public Image**Recognition awards for Club actions/goals achieved from July 1, 2016 to May 15, 2017. 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)** |
| **Complete at least 5 (large Club) – 4 (medium) – 3 (small) of the following:** | **Number Completed:** |
| **1** | The club has a website. |
|  | Explain if completed:  |
| **2** | The club has a Facebook group for internal communication. |
|  | Explain if completed:  |
| **3** | The club has a Facebook page for external communication. |
|  | Explain if completed:  |
| **4** | The club has a Twitter account. |
|  | Explain if completed:  |
| **5** | The club website and social media pages meet the new RI public image guidelines including the use of the new RI logo. |
|  | Explain if completed:  |
| **6** | Update the club website at least once each month. |
|  | Explain if completed:  |
| **7** | Update the club social media at least once every other week. |
|  | Explain if completed:  |
| **8** | Ensure all club members have established accounts on the District and RI website(25% = 1, 50% = 2, 75% = 3, 100% = 4 points). |
|  | Explain if completed:  |
| **9** | Ensure all members on social media have Rotary listed on their profile(25% = 1, 50% = 2, 75% = 3, 100% = 4 points). |
|  | Explain if completed:  |
| **10** | Have at least one club event reported local media (newspaper). |
|  | Explain if completed:  |
| **11** | Have at least one club PR conducted on radio or television |
|  | Explain if completed:  |
| **12** | Ensure that there is Rotary signage on projects performed by your club |
|  | Explain if completed:  |
| **13** | Have a sign in your meeting place that says that “Rotary Meets Here” with day and time |
|  | Explain if completed: |
| **14** | OTHER Public Image Project or activity unique to your club (counts as two if a multi-club activity) |
|  | Explain if completed:  |
| **15** | Attach at least one photo unique to Public Relations/Image in your Club submittal (5 photos maximum) |
|  | Explain if completed:: |

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| **District 5240 Awards & Recognition Program – “Rotary Serving Humanity” Awards 2016-17****Recognition awards for Club actions/goals achieved from July 1, 2016 to May 10, 2017. Some criteria count in more than one category. The “Explain” box will expand as you briefly describe your clubs accomplishments.** |
| **Recipients of the Governor’s Clubs of Distinction will be recognized at the District Awards and Recognition Event scheduled for June 25, 2017.** **Recipients of the GOLD CLUB will be eligible for the Best Club in District 5240 for each Club size category.** |
| 120px-Bronze_Medal_svgBRONZE CLUBMANDATORY:1. Meet the goals for 3 of the 5 Avenues of Service Awards Criteria for the District by May 10, 2017(Club, Vocational, Community, International and Youth Services)  |
| **PLUS: MUST COMPLETE AT LEAST FOUR (4) of the following:** | **Number Completed:** |
| **1** | Attain a membership Net Increase of **+1 for small clubs, +2 for medium clubs and +3 for large clubs** (members as of July 1, 2016 – May 10, 2016) |
|  | Explain if completed: |
| **2** | Attain a membership Retention Rate of **80%** (members July 1, 2016 – May 10, 2016) |
|  | Explain if completed: |
| **3** | Participate in at least 1 Public Relations activity through electronic, broadcast or print media. |
|  | Explain if completed: |
| **4** | Club per capita contribution of at least **$100** to the TRF Annual Programs Fund. |
|  | Explain if completed: |
| **5** | Club per capita contribution of at least **$25** to the TRF Polio Plus Fund. |
|  | Explain if completed: |
| **6** | Participate in at District Grant or Global Grant |
|  | Explain if completed: |
| **7** | Westlake Village District Conference, October 14-16, 2016 Attendance **3%** of Club (includes family, guests, Interact). |
|  | Explain if completed: |
| **8** | Has an identified Club president for 2018-2019 (PEN). |
|  | Explain if completed: |
| **9** | Participation level of **3%** members at the 2017 District Assembly. |
|  | Explain if completed: |
| **9** | Participation level of President, PE and PEN at the 2017 District Midterm Seminar. |
|  | Explain if completed: |
| **10** | Participation level of **1** member at the 2016-2017 District Membership/PR **or** Foundation Seminars. |
|  | Explain if completed: |
| **11** | Total **of at least 1** NEW Basic or Master PRLS graduate |
|  | Explain if completed: |
| **12** | Total **of at least 1** NEW Benefactor or Bequest Society member |
|  | Explain if completed: |
| **13** | Total **of at least 1** NEW Paul Harris Fellow  |
|  | Explain if completed: |
| **14** | Total **of at least 1** NEW Paul Harris Society member |
|  | Explain if completed: |

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| **District 5240 Awards & Recognition Program – “Rotary Serving Humanity” Awards 2016-17****Recognition awards for Club actions/goals achieved from July 1, 2016 to May 10, 2017. Some criteria count in more than one category. The “Explain” box will expand as you briefly describe your clubs accomplishments.** |
| **Recipients of the Governor’s Clubs of Distinction will be recognized at the District Awards and Recognition Event scheduled for June 25, 2017. Recipients of the GOLD CLUB will be eligible for the Best Club in District 5240 for each Club size category.** |
| 120px-Silver_Medal_svgSILVER CLUB**MANDATORY:****1. You must qualify for Bronze status to proceed with Silver.****2. Meet the goals for 4 of the 5 Avenues of Service Awards Criteria for the District by May 10, 2017(Club, Vocational, Community, International and Youth Services)** |
| **PLUS: MUST COMPLETE AT LEAST FIVE (5) of the following:** | **Number Completed:** |
| **1** | Membership Net Increase of **+2 for small clubs, +3 for medium clubs and +4 for large clubs** (members as of July 1, 2016 – May 10, 2017)  |
|  | Explain if completed: |
| **2** | Membership Retention Rate of **85%**(members as of July 1, 2016 – May 10, 2017)  |
|  | Explain if completed: |
| **3** | Participate in at least 2 Public Relations activities through electronic, broadcast or print media. |
|  | Explain if completed: |
| **4** | Club per capita contribution of at least **$125** to the TRF Annual Programs Fund.  |
|  | Explain if completed: |
| **5** | Club per capita contribution of at least **$35** to the TRF Polio Plus Fund. |
|  | Explain if completed: |
| **6** | Westlake Village District Conference, October 14-16, 2016 Attendance **5%** of Club (includes family, guests, Interact). |
|  | Explain if completed: |
| **7** | Has an identified Club president for 2018-2019 (PEN). |
|  | Explain if completed: |
| **8** | Participation level of **5%** members at the 2017 District Assembly. |
|  | Explain if completed: |
| **9** | Participation of President, PE and PEN at the 2017 District Midterm Seminar. |
|  | Explain if completed: |
| **10** | Participation level of **2** members at the 2016-17 District Membership/PR **or** Foundation Seminars. |
|  | Explain if completed: |
| **11** | Participate in a Multi-Club Community Service Project. |
|  | Explain if completed: |
| **12** | Participate in a Multi-Club International Service Project |
|  | Explain if completed: |
| **13** | Develop or Update the Club’s 3-year strategic Plan. |
|  | Explain if completed: |
| **14** | Submit a Club Member Nominee for the RI Avenues of Service Citation (rotary.org > Members > Awards) |
|  | Explain if completed: |
| **15** | Participate in presenting Family and Community Service Awards (shop.rotary.org > Certificates) |
|  | Explain if completed: |

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| **District 5240 Awards & Recognition Program – “Rotary Serving Humanity” Awards 2016-17****Recognition awards for Club actions/goals achieved from July 1, 2016 to May 10, 2017. Some criteria count in more than one category. The “Explain” box will expand as you briefly describe your clubs accomplishments.** |
| **Recipients of the Governor’s Clubs of Distinction will be recognized at the District Awards and Recognition Event scheduled for June 25, 2017. Recipients of the GOLD CLUB will be eligible for the Best Club in District 5240 for each Club size category.** |
| 120px-Gold_Medal_svgGOLD CLUB**MANDATORY:****1. You must qualify for Silver status to proceed with Gold.**2. Meet the goals for all 5 of the 5 Avenues of Service Awards Criteria for the District by May 10, 2017(Club, Vocational, Community, International and Youth Services)3. Meet the goals for Membership, Foundation and Public Image for the district by May 10, 2017 |
| **MUST COMPLETE AT LEAST SIX (6) of the following:** | **Number Completed:** |
| **1** | Membership Net Increase of **+3 for small clubs, +4 for medium clubs and +5 for large clubs** (members as of July 1, 2016 – May 10, 2017)  |
|  | Explain if completed: |
| **2** | Membership Retention Rate of **90%**(members as of July 1, 2015 – May 15, 2016)  |
|  | Explain if completed: |
| **3** | Club per capita contribution of at least **$150** to the TRF Annual Programs Fund.  |
|  | Explain if completed: |
| **4** | Club per capita contribution of at least **$50** to the TRF Polio Plus Fund. |
|  | Explain if completed: |
| **5** | Westlake Village District Conference, October 14-16 Attendance **10%** of Club (includes family, guests, Interact). |
|  | Explain if completed: |
| **6** | Has an identified Club president for 2018-2019 (PEN). |
|  | Explain if completed: |
| **7** | Participation level of **7%** members at the 2016 District Assembly. |
|  | Explain if completed: |
| **8** | Participation level of President, PE and PEN at the 2017 District Midterm Seminar. |
|  | Explain if completed: |
| **9** | Participation level of **4** members at the 2016-17 District Membership/PR **and** Foundation Seminars. |
|  | Explain if completed: |
| **10** | Submit a Club Member Nominee for the RI Avenues of Service Citation (rotary.org > Members > Awards) |
|  | Explain if completed: |
| **11** | 100% Paul Harris Awards status for your Club |
|  | Explain if completed: |
| **12** | Participate in presenting Family and Community Service Awards (shop.rotary.org > Certificates) |
|  | Explain if completed: |
| **13** | Hold a club event in honor of the 100th Anniversary of The Rotary Foundation |
|  | Explain if completed |
| **14**  | Qualify Club for District and Global Grants |
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