



MINUTES
of the
OCTOBER 2023
ROTARY FOUNDATION
BOARD OF TRUSTEES MEETING

ROTARY FOUNDATION TRUSTEES
2023–24

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Rotary Club of East Nassau

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**filed only with the official copy of these minutes*

MINUTES
of The
ROTARY FOUNDATION BOARD OF TRUSTEES
OCTOBER 2023 MEETING

The Rotary Foundation Board of Trustees met on 11-12 October 2023 in Evanston, Illinois, USA. The 2023-24 Board of Trustees convened briefly on 1 June 2023 in Melbourne, Victoria, Australia, to take up items 1, 2, and 3 in these minutes. The Trustees met virtually on 20 July to discuss item 16 in these minutes.

Present were: Chair Barry Rassin, Vice Chair Bharat Pandya, Chair-elect Mark Daniel Maloney, other trustees Martha Peak Helman, Chun-Wook Hyun, Jennifer Jones, Holger Knaack, Larry A. Lunsford, Geeta K. Manek, Aziz Memon, Akira Miki, Greg Podd, Carlos Sandoval Delgado, Dennis Shore, and General Secretary John Hewko. Director Alberto Cecchini attended virtually as Board liaison. International PolioPlus Committee Chair Mike McGovern presented the IPPC report. Operations Review Committee Chair Steve Snyder presented the Operations Review Committee report. Trustee Hsiu-Ming Lin did not attend this meeting.

Andrew McDonald served as secretary of the meeting, with assistance from Matt Hohmann. Other staff present were Stephanie Adomaitis, David Alexander, Michele Berg, Julie Burke, Meredith Burlew, Sarah Crawford, Laura Descher, Paul Haisman, Rachel Hermes, Eric Jones, Jane Lawicki, Keith Madden, Carol Pandak, Christian Pepera, Steven Routburg, Eric Schmelling, Lynn Slawsky, Doris Xie, and Nora Zei. Nobuko Andrews, Sandra LeBlanc, Ligia Lima, and Eiko Terao served as staff interpreters.

* * * * *

1. Review of Conflicts of Interest Policy

Statement: The Rotary Foundation Code of Policies provides for the Trustees to annually review their conflicts of interest policy at their first meeting. The code also requires the Trustees to submit an annual report disclosing all potential conflicts of interest.

DECISION: The Trustees have reviewed their current conflicts of interest policy and signed the Potential Conflicts of Interest Statement in accordance with The Rotary Foundation Code of Policies.

2. Compensation Paid to “Disqualified Persons”

Statement: In accordance with The Rotary Foundation Code of Policies, the Executive Committee annually reviews the amounts to be paid to Rotary International for the services of the general secretary and senior staff of The Rotary Foundation to ensure that such payments are “reasonable” as the term is defined under U.S. tax law. U.S. tax law provides that sanctions may be imposed on tax-exempt companies that pay unreasonably high levels of compensation to certain senior officers and executives. These persons are referred to as “disqualified persons.”

DECISION: The Trustees note that the Executive Committee has reviewed the amounts proposed to be paid in 2023-24 to Rotary International for the services of the general secretary, deputy general secretary, all general managers, and the chief investment officer and determined that such amounts are reasonable under U.S. tax law.

3. 2024-25 Joint Annual Goals

Statement: The Rotary Foundation Code of Policies provides that annual Foundation goals be approved by the Trustees in the year preceding the year the goals are to be in place. Chair-elect Maloney reported working with RI President-elect Urchick to finalize the joint Rotary International and Rotary Foundation goals, which he presented to the Trustees.

DECISION: The Trustees adopt the 2024-25 annual goals for Rotary International and The Rotary Foundation, as shown in Appendix A.

4. Approval of the April and June 2023 Meeting Minutes

Statement: The general secretary distributed the April and June 2023 Trustee meeting minutes to each trustee and posted the minutes to Rotary.org.

DECISION: The Trustees approve their April and June 2023 meeting minutes and request the chair to sign the official copy of those minutes.

5. Ratification of Decisions Taken on Behalf of the Trustees

Statement: Rotary Foundation Bylaws section 5.10 states that any officer acting on behalf of the Trustees shall report such action to the Trustees at their next scheduled meeting. The Rotary Foundation Code of Policies provides for the delegation of authority to the chair, chair-elect, or general secretary to act on the Trustees' behalf on specific matters. The general secretary reported that several decisions were taken on the Trustees' behalf in accordance with this policy, including the approval of Rotary grants, Cadre of Technical Adviser audits, and PolioPlus partners funding requests.

DECISION: The Trustees ratify the decisions taken on their behalf by those authorized to do so between 4 March and 31 August 2023, as shown in Appendix B.

6. General Secretary's Report

Statement: The general secretary presented an update on the work at the Secretariat since the June 2023 Trustees meeting, including an annual summary report on Secretariat activities in 2022-23. He also reported on recent staffing changes and matters related to One Rotary Center.

DECISION: The Trustees receive the general secretary's report on the activities at the Secretariat since the June 2023 Trustees meeting.

7. Rotary Foundation Code of Policies Updates

Statement: Rotary Foundation Code of Policies section 22.010.7. requests the general secretary, at the conclusion of each Trustees meeting, to review the decisions taken at that meeting and to prepare a report listing the decisions that might be added to The Rotary Foundation Code of Policies. The general secretary also recommends amendments to the code to reflect current practices, language use, or other factors.

DECISION: The Trustees amend The Rotary Foundation Code of Policies as shown in Appendix C, filed only with the official copy of these minutes.

8. 2024-25 Foundation Officer Elections

Statement: Rotary Foundation Bylaws section 5.2 provides that the trustee chair-elect and vice chair be annually elected by the Trustees for a one-year term.

DECISION: The Trustees:

1. elect Trustee Holger Knaack as their chair-elect to serve during 2024-25 as an officer of The Rotary Foundation of Rotary International, an Illinois not-for-profit corporation;
2. elect Trustee Larry A. Lunsford as their vice chair to serve during 2024-25 as an officer of The Rotary Foundation of Rotary International, an Illinois not-for-profit corporation.

9. 2024-25 Trustee Meeting Dates

Statement: The Rotary Foundation Code of Policies provides that the annual Trustees meeting shall be held in October. The Rotary Foundation Bylaws section 4.2 provides that the Trustee chair shall designate all other Trustee meetings. Chair-elect Maloney presented a 2024-25 meeting schedule for the Trustees to review.

DECISION: The Trustees:

1. agree that, in addition to virtual meetings to be held as necessary and at the discretion of the chair, they shall meet during 2024-25 as follows:
 - 30 May 2024, Singapore (trustees, incoming trustees, and partners*)
 - 8-10 October 2024, Evanston, Illinois, USA (trustees only)
 - 11 October 2024, Evanston — Joint meeting with RI Board (trustees only)
 - 8-9 February 2025, Orlando, Florida, USA (trustees, incoming trustees, and partners*)
 - 14 February 2025, Orlando — Joint meeting with RI Board (trustees, incoming trustees, and partners*)
 - 30 April-2 May 2025, Evanston (trustees and incoming trustees only)
 - 26 June 2025, Calgary, Alberta, Canada (trustees, incoming trustees, and partners*)

* Funding is contingent on partners' participation at the International Assembly or International Convention.

2. authorize the 2024-25 chair to adjust the above dates and sites if circumstances require.

10. 2024-25 Rotary Foundation/Joint Committee Meetings

Statement: The Rotary Foundation Code of Policies provides for the structure and composition of all Rotary Foundation committees, including joint committees with the RI Board. Chair-elect Maloney noted that he proposes no changes to this structure. He also proposed a meeting frequency schedule for each committee and its format, whether in-person or virtual.

DECISION: The Trustees thank chair-elect Maloney for review of his proposed 2024-25 Rotary Foundation committee meetings.

11. Communications from the Board

Statement: RI Board liaison to the Trustees, Director Cecchini, reported that at its June meeting the Board took four decisions of interest to the Trustees. He further reported on a decision the Board's Executive Committee took on the Board's behalf.

DECISION: The Trustees:

1. note the following decisions from the 2 June 2023 RI Board meetings:
 1. Appointment of the Vice President
 2. Appointment of the Treasurer
 5. 2023-24 Joint Annual Goals
 13. Rotary Pavilion at COP28
2. note the following decision taken on the RI Board's behalf by its Executive Committee on 28 June 2023:
 49. Approval of Rotary Healthy Communities Challenge Strategic Partnership

12. Strategic Planning Committee Report

Statement: The Strategic Planning Committee met 21-22 August 2023 in Evanston, Illinois, USA, and discussed an overview of its work; the committee's terms of reference; the history, development, and status of the Action Plan; President-elect Urchick's advocacy of the Action Plan; club communications regarding the Action Plan; the incorporation of Rotaract into the next strategic plan review cycle; and the end of polio communications plan, among other topics.

DECISION: The Trustees:

1. thank the Strategic Planning Committee for its report;
2. amend The Rotary Foundation Code of Policies regarding the Strategic Planning Committee's terms of reference as follows:

62.010.1. Responsibilities

It is the responsibility of the Strategic Planning Committee to counsel the Board and Trustees on all current and future strategic matters of Rotary, including recommending and monitoring the multi-year strategic plan. Where appropriate and necessary, the committee shall:

- Advise the Board and Trustees on a shared vision and strategic plan for Rotary's future, along with providing counsel regarding alignment of initiatives and activities.
- Conduct reviews of Rotary's strategic plan at ~~least~~ every ~~three~~ 3 to 5 years, including evaluation of the mid- and long-term measures to ensure progress of the plan.

[text omitted]

DECISIONS 13-14

Joint Operations Review Committee Report Meeting 18-20 September 2023, Evanston, Illinois, USA

13. Strategic Alignment Evaluation

Statement: The Rotary Code of Policies provides that the Operations Review Committee will have primary responsibility for conducting an evaluation of Rotary's programs and offerings to ensure that they align with Rotary's Action Plan. The identified programs for evaluation are scored based on their attractiveness to members, competitive position, and whether there is alternate coverage in the market. The Strategic Alignment Initiative Working Group evaluated two Foundation programs and presented its findings to the Operations Review Committee. The committee also noted that a program approved by the Trustees in 2020 — Rotary Recommended Programs — while not in alignment had not been implemented at the Secretariat. Therefore the committee recommended that an analysis of implementing the program be conducted to determine its ultimate status.

DECISION: The Trustees:

1. agree that the following programs are strategically aligned to the strategic plan based on the strategic alignment evaluation results:

- a. TRF Annual Fund
 - b. Programs of Scale
2. request the general secretary to review the strategic alignment evaluations for these programs and make further recommendations, if any, to strengthen and support them;
 3. noting that in decision 137, June 2020, the Trustees established a new program designation entitled “Rotary Recommended Programs” with the criteria as set forth in the decision and noting that the general secretary has not yet implemented this decision of the Trustees, request the general secretary to determine the financial and operational impact of and a proposed timeline for implementing this decision, for report at the January 2024 Trustees meeting.

14. Review of Confidentiality and Conflicts of Interest Policy

Statement: The Operations Review Committee noted that there are inconsistencies between the Rotary International and Rotary Foundation conflicts of interest statements and recommended that the Foundation’s policy be aligned with RI’s.

DECISION: The Trustees request the general secretary to review the Foundation’s conflict of interest and confidentiality policies and propose any necessary amendments to align the policies for Foundation and joint committees with those of RI, for review by its Executive Committee at a future meeting.

* * * * *

15. 2023 Council on Resolutions Update

Statement: Trustee Chair-elect Maloney, Trustee liaison to the Constitution and Bylaws Committee, updated the Trustees on the status of the 2023 Council on Resolutions, noting that of the 26 duly proposed resolutions, four were matters concerning The Rotary Foundation.

DECISION: The Trustees thank Chair-elect Maloney, for his update on the 2023 Council on Resolutions.

16. Rotary Pavilion at COP28

Statement: At a specially called virtual meeting on 20 July, the Trustees discussed an opportunity to participate in the 2023 Conference of the Parties to the United Nations Convention on Climate Change (COP28) to be held in Dubai, United Arab Emirates.

DECISION: The Trustees:

1. support Rotary’s participation in COP28, to be held in Dubai from 30 November to 12 December 2023, and therefore approve a grant to RI in an amount up to US\$250,000 to cover the costs of securing and operating a pavilion at the conference;
2. request the general secretary, in collaboration with the Environmental and Sustainability Rotary Action Group, to raise funds to cover pavilion costs by encouraging contributions to the Annual Fund-World Fund over the course of a one-month period, the exact dates to be determined once RI receives notice that its application for a pavilion has been approved;
3. agree to utilize Annual Fund-World Fund contributions received during this one-month period to fund the pavilion;
4. agree that if contributions received during this one-month period are not sufficient to fully fund the grant, the difference will be funded from the World Fund.

17. Funds Transfer to Rotary International for COP28

Statement: In their July 2023 decision to participate in COP28 in 2023 (see decision 16 above), the Trustees took decisions to ensure the financial viability of Rotary’s participation. The general secretary reported on recent fundraising efforts and other financial matters that could impact the total expense of Rotary’s involvement at COP28.

DECISION: The Trustees:

1. reconfirm their commitment to offer a grant of up to US\$215,000 to Rotary International to cover the costs of securing and operating a Rotary pavilion at COP28, to be held in Dubai from 30 November to 12 December 2023, and authorize the general secretary to facilitate the grant transfer to RI;
2. express their appreciation to the volunteer COP28 planning team and the Environmental Sustainability Rotary Action Group for their efforts in raising sufficient funds in donations to the Annual Fund-World Fund and in potential sponsorships to offset event costs and acknowledge that all donations and

sponsorships may not yet have been processed or recorded;

3. acknowledge that incremental costs are not budgeted in fiscal year 2024 and agree that all unbudgeted event costs will be funded through the sponsorship or grant transfer paid out of the Annual Fund-World Fund.

18. DEI Advisory Council Report

Statement: In decision 82, April 2023, the Trustees approved creation of a DEI Advisory Council to advise the Trustees on the implementation of the diversity, equity, and inclusion action plan. Past RI Vice President Valarie Wafer, the advisory council's chair, presented to the Trustees and Board at their 13 October joint meeting on recent DEI member survey results. She reported on the council's goals, a DEI communications plan, the media channels available to leverage the communications plan, available resources to foster inclusive discussion of DEI topics, and local strategies for supporting DEI membership attraction and engagement efforts.

DECISION: The Trustees thank the DEI Advisory Council for its report.

19. Fund Development Committee Report

Statement: The Fund Development Committee met 9-10 October 2023 in Evanston, Illinois, USA, and discussed the status of Rotary Foundation fundraising, the 2024-25 comprehensive fundraising goal to be announced at the 2024 International Assembly, details of a new estate gift, allocation of affinity card royalties, an update on Rotary's Endowment, donor relations activities, Ukraine disaster response grants and general disaster response funds, a potential strategic partnership with the United Nations Environment Programme, an update on online giving and Raise for Rotary, the status of PolioPlus, corporate social responsibility grants, and the strategic alignment review of the Annual Fund, among other topics.

DECISION: The Trustees:

1. thank the Fund Development Committee for its report;
2. endorse the proposed 2024-25 worldwide comprehensive fundraising goal as shown in Appendix D, filed only with the official copy of these minutes.

20. Archibald McLelland and Kazuko Flynn Estate Gift

Statement: The general secretary reported on receipt of an estate gift to The Rotary Foundation. Because the donor left no instructions on how the gift was to be used, per Trustee policy, it was placed in the Endowment Fund.

DECISION: The Trustees:

1. receive with appreciation the distribution of US\$3.1 million from the estate of Archibald McLelland and Kazuko Flynn of Mill Valley, California, USA;
2. affirm that this gift shall be placed in the Endowment Fund, with future spendable earnings directed to the World Fund.

21. Donor Events at the 2025 Calgary Convention

Statement: The general secretary reported on planned donor events at the 2025 Rotary International Convention in Calgary, Alberta, Canada, including sessions on stewarding Endowment donors, Arch Klumph Society ceremonies, special luncheons celebrating the end of the campaign to raise US\$2.025 billion by 2025, a donor summit, Unity Ball, recognition dinner, and more.

DECISION: The Trustees:

1. receive the preliminary program of donor events and activities for the 2025 RI (Calgary) International Convention;
2. authorize the chair-elect and general secretary to develop the program as outlined.

22. Affinity Credit Card Royalties

Statement: Trustee policy provides that Rotary affinity credit card royalties be donated to The Rotary Foundation through 2023. With this allocation period about to expire, the general secretary recommended that the allocation be continued.

DECISION: The Trustees agree to designate affinity credit card royalties to the PolioPlus Fund through fiscal year 2026.

DECISIONS 23-28

International PolioPlus Committee Report
Meeting 9-10 October 2023, Evanston, Illinois, USA

23. World Health Organization African Region (WHO/AFRO) Grant Request

Statement: The World Health Organization African regional office requested a grant for polio surveillance in Nigeria.

DECISION: The Trustees:

1. approve a PolioPlus grant in the amount of US\$4,514,785 to WHO for surveillance support in Nigeria, to be released in accordance with Trustee policies;
2. authorize the general secretary to execute agreement letters with WHO to convey the funds on a scheduled basis. WHO will apply the funds to appropriate projects under such controls and conditions as the agreement specifies;
3. note that this is a one-year grant that must be fully expended by 31 December 2024;
4. note that this grant, if fully expended, will bring the total PolioPlus grants to Nigeria to \$296,318,936.

24. Combined World Health Organization Eastern Mediterranean Region (WHO/EMRO) and UNICEF Grant Request

Statement: The World Health Organization Eastern Mediterranean regional office requested grants for polio operational support in Afghanistan and Pakistan and social mobilization support in Afghanistan.

DECISION: The Trustees:

1. approve a PolioPlus grant in the amount of US\$13,000,500 to WHO for operational support in the following countries:
 - Afghanistan: \$5,029,000
 - Pakistan: \$7,971,500

this grant to be released in accordance with Trustee policies;

2. approve a PolioPlus grant in the amount of US\$2,476,608 to UNICEF for social mobilization

support in Afghanistan, to be released in accordance with Trustee policies;

3. approves a no-cost extension from 31 December 2023 to 30 June 2024 of grant PP23007001, awarded to UNICEF at the October 2022 Trustees meeting for social mobilization support in Pakistan;
4. authorize the general secretary to execute agreement letters with WHO and UNICEF to convey the funds on a scheduled basis. WHO and UNICEF will apply the funds to appropriate projects under such controls and conditions as the agreement specifies;
5. note that these are one-year grants that must be fully expended by 31 December 2024;
6. note that these grants, if fully expended, will increase total PolioPlus grants as follows:

	from	to
Afghanistan:	\$247,662,147	\$255,167,755
Pakistan:	\$408,516,272	\$416,487,772

25. Combined World Health Organization and UNICEF Polio Outbreak Response Grant Request

Statement: The World Health Organization and UNICEF requested grants for social mobilization and operational support in connection with polio outbreak response activities.

DECISION: The Trustees:

1. approve a PolioPlus grant in the amount of US\$17,524,007 to UNICEF to support social mobilization for outbreak response activities;
2. approve a PolioPlus grant in the amount of US\$7,212,106 to WHO for operational support for outbreak response activities;
3. authorize the general secretary to execute agreement letters with UNICEF and WHO. UNICEF and WHO will apply the funds to the appropriate project under such controls and conditions as the agreement specifies;
4. note that these are one-year grants that must be fully expended by 31 December 2024;
5. note that these grants, if fully expended, will increase PolioPlus grants for outbreak response as follows:

	from	to
UNICEF:	\$54,740,351	\$72,264,358
WHO:	\$54,855,730	\$62,067,836

26. World Health Organization Polio Research Committee Grant Request

Statement: The World Health Organization requested a grant for polio eradication research activities in London, England.

DECISION: The Trustees:

1. approve a PolioPlus grant of up to US\$271,994 to WHO for the implementation of polio eradication research activities in London as proposed by the Polio Research Committee;
2. authorize the general secretary to execute an agreement letter with WHO to convey the funds on a scheduled basis. WHO will apply the funds to appropriate projects under such controls and conditions as the agreement specifies;
3. note that this grant is a two-year grant that must be fully expended by 31 December 2025;
4. note that these grants, if fully expended, will bring the total of PolioPlus grants to WHO research to US\$40,227,661.

27. PolioPlus Partners Report

Statement: At their October 2021 meeting, the Trustees approved PolioPlus Partners funding through fiscal year 2024. The International PolioPlus Committee recommended this timeline be extended to align with the current global polio eradication strategy.

DECISION: The Trustees:

1. agree to extend the PolioPlus Partners program through Rotary year 2025-26;
2. agree to allocate up to US\$1.5 million from the PolioPlus Fund for PolioPlus Partners grants in fiscal years 2025 and 2026.

28. Rotary's Role after Certification of the Eradication of the Wild Poliovirus

Statement: In response to changes in the post-polio certification strategy as approved by the Trustees at their April 2018 meeting, the International PolioPlus Commit-

tee recommended that the Trustees reaffirm their agreement to carry out the strategy as developed by the Global Polio Eradication Initiative.

DECISION: The Trustees:

1. reaffirm their decision 123, April 2018, regarding Rotary's role after the certification of the eradication of the wild poliovirus, as follows:

123. Rotary's Role in the Polio Post-Certification Era

DECISION: The Trustees:

1. agree that The Rotary Foundation has an interest in protecting Rotarians' investment in global polio eradication efforts after polio eradication is certified;
2. agree, upon the certification of polio eradication, to advocate in pre-selected countries for implementation of the polio post-certification strategy, as developed by the Global Polio Eradication Initiative;
3. note the estimated annual budget to carry out the polio post-certification strategy;
4. request the RI Board's concurrence with this decision.

2. request the RI Board to reaffirm its corresponding decision: 131, April 2018.

29. Programs Committee Report

Statement: The Programs Committee met virtually on 30 August 2023 and discussed the Foundation's corporate social responsibility grant policies and expansion criteria, updates on Programs of Scale, a strategic partnership opportunity with the United Nations Environment Programme, and the Rotary Healthy Communities Challenge, among other topics.

DECISION: The Trustees thank the Programs Committee for its report.

30. Grant Model Evaluation

Statement: To ensure that Rotary grants produce sustainable results that align with the Foundation's priorities and areas of focus and continue to engage Rotary members, Trustee policy requires the general secretary to provide an annual evaluation of Foundation grant programs at the October Trustees meeting, with

such evaluation to determine (a) how well the Foundation grants program's priorities and goals are achieved; (b) a business model that will drive technology acquisition; and (c) how the Foundation is performing over time, to identify and implement improvements.

DECISION: The Trustees receive the general secretary's grant model evaluation update.

31. Grant Model Enhancement Working Group Report

Statement: In decision 26, October 2022, the Trustees approved the development of a working group to review the current Rotary Foundation grants model and develop recommendations for enhancing the model to address ongoing societal changes and to address evolving needs and opportunities. Between April and September 2023, the group developed a work plan, including goals of making the global grant application process easier, reducing ineligible applications, addressing global issues, and reviewing prohibitions in grant policies. The group also discussed ongoing research steps, including survey questions and interview subjects, potential process and policy changes, communications, and training.

DECISION: The Trustees thank the Grant Model Enhancement Working Group for its report and request an update at the January 2024 Trustees meeting.

32. Ukraine Disaster Response Update

Statement: In decision 53, January 2023, the Trustees established a targeted Ukraine Response Fund and agreed to review the contribution and grant deadlines established at that meeting at their October 2023 meeting. The general secretary reported that, between 31 January and 16 August 2023, US\$1.68 million was raised, and the Foundation allocated US\$250,000 from the World Fund to support Ukraine disaster response grant applications. The general secretary further reported that, between 31 January and 29 August 2023, TRF approved 45 Ukraine disaster response grants totaling US\$1.7 million, with several applications still pending.

DECISION: The Trustees:

1. receive the general secretary's update on the Ukraine Response Fund and corresponding disaster response grants;
2. reaffirm the 31 December 2023 contribution deadline for the Ukraine Response Fund, which will fund

Ukraine response grants until 30 June 2024, or earlier if all funds have been expended.

33. Corporate Social Responsibility Grants Update

Statement: In decision 87, April 2023, the Trustees requested the RI Board to approve corporate social responsibility (CSR)/corporate-funded grants as a new Rotary Foundation program and requested the general secretary to report on the terms and conditions and a memorandum of understanding for these grants in India, Brazil, and Australia at this meeting. In decision 88, April 2023, the Trustees requested the Programs Committee to develop grant policy for CSR/corporate-funded grants, including criteria for establishing such grants in other countries. The Programs Committee recommended a list of criteria for the expansion of CSR grants upon final evaluation of the Australia and Brazil CSR programs and further recommended a pause in approving additional CSR programs until this evaluation is reviewed. The general secretary suggested updated terms of reference and possible improvements to the CSR grants management processes.

DECISION: The Trustees:

1. thank the Corporate Social Responsibility Working Group for its report;
2. receive the updated Terms and Conditions for Rotary Foundation Corporate Social Responsibility Grants, as shown in Appendix E;
3. request the general secretary to develop a proposal for including the cost and timeline of transitioning CSR grants to an online application system, for report to the April 2024 Trustees meeting;
4. agree to a three-year moratorium (effective 1 July 2023 through 1 July 2026) on further expansion of the CSR grants program until an evaluation of the programs in Australia and Brazil can be completed;
5. note the following criteria for expansion of the CSR grants program upon final evaluation of the CSR programs in Australia and Brazil:
 - Current level of financial contributions to The Rotary Foundation per country
 - Current levels of corporate giving to The Rotary Foundation per country
 - Growth potential for corporate giving
 - Governmental guidelines that support or encourage CSR programming

- TRF international office or associate foundation infrastructure in the country
- Strong member relationships with corporates
- Current member participation in district and global grants

34. Programs of Scale Update

Statement: In decision 100, April 2023, the Trustees requested the Programs Committee to develop final grant policies and terms and conditions for Programs of Scale grants, including parameters for Trustee and other volunteer involvement in the selection process. The Programs Committee recommended an official Programs of Scale policy that provides a definition of programs of scale, requirements for application, criteria for application review, the levels of application assessment, funding stipulations, and reporting requirements. The committee further recommended terms and conditions in line with other Rotary Foundation programs and funding options.

DECISION: The Trustees:

1. approve addition of a new section to The Rotary Foundation Code of Policies regarding Programs of Scale, as shown in Appendix F;
2. approve the Programs of Scale terms and conditions, as shown in Appendix G.

35. Annual Report on Partnerships

Statement: The Rotary Foundation Code of Policies provides that the Trustees receive an annual report on the status of all partnerships. The general secretary provided an overview of the objectives, benefits, alignment with the Action Plan, and activities of Rotary's strategic, resource, project, and service partnerships with Ashoka, Global Citizen, Global Partnership for Education, Habitat for Humanity International, Institute for Economics and Peace, Mediators Beyond Borders International, Open World, Peace Corps, Power of Nutrition, ShelterBox, Toastmasters International, United Nations, USAID, and Welcome.US.

DECISION: The Trustees receive the general secretary's annual report on partnerships.

36. Strategic Funding Partners for Large-scale, Programmatic Efforts

Statement: In decision 16, October 2022, the Trustees approved the creation of a working group to propose a plan for attracting strategic funding partners for large-

scale programmatic efforts. In decision 99, April 2023, the Trustees requested the working group to provide a full analysis of challenges and opportunities in large-scale programmatic efforts. The working group provided a preliminary report, noting it has identified next steps in its analysis that will be completed in time to report at the January 2024 Trustees meeting.

DECISION: The Trustees:

1. thank the Strategic Funding Partners for Large-scale, Programmatic Efforts Working Group for its report;
2. request the general secretary to provide a further update at the January 2024 Trustees meeting.

37. Strategic Partnership with the United Nations Environment Programme

Statement: In 2018, then-RI President Barry Rassin initiated discussions with the United Nations Environment Programme (UNEP) on a potential partnership. In decision 60, January 2023, the Trustees received an update on the proposed strategic partnership, including its objective, scope, rationale, partnership support structure, goals, and estimated multiyear budget. The partnership capitalizes on the strengths of both organizations, with Rotary focusing on local mobilization and project implementation and the UNEP contributing technical expertise. The three-year partnership's initial focus is the Adopt-a-River initiative, which aims to engage 300 clubs in 30 countries and enhancing environmental interventions and sustainability.

DECISION: The Trustees:

1. approve a strategic partnership with the United Nations Environment Programme and approve a 2023-24 budget variance of US\$131,000 for this purpose;
2. authorize the general secretary to sign a memorandum of understanding with the United Nations Environment Programme;
3. confirm that this strategic partnership is eligible for giving opportunities as provided in Trustee decision 89, April 2023;
4. request the Board to concur with this decision.

38. Ashoka Service Partnership Renewal

Statement: Rotary has maintained a service partnership with Ashoka since 2017. The collaboration addresses social and economic challenges through entrepreneurial ventures and systematic, sustainable change within communities. Noting the ongoing success of this partnership, the general secretary recommended its renewal.

DECISION: The Trustees:

1. renew Rotary's service partnership with Ashoka for three years (October 2023 through October 2026) and request the general secretary to execute a new memorandum of understanding with Ashoka;
2. request the RI Board to concur with this decision.

39. Rotary Peace Centers Committee Report

Statement: The Rotary Peace Centers Committee met 27-29 September 2023 in Evanston, Illinois, USA, and reviewed the finalists for the 2024 Rotary Peace Fellowships, major gifts initiative activities, the financial forecast for the program through 2030, a strategic growth plan, member and alumni engagement strategies, an update on Rotary peace programs, candidate recruitment, and 2025 application updates, among other topics.

DECISION: The Trustees:

1. thank the Rotary Peace Centers Committee for its report;
2. receive the list of finalists and alternates selected for 2024-25 Rotary Peace Fellowships, as shown in Appendix H, filed only with the official copy of these minutes.

40. Rotary Peace Centers Search Committee Report

Statement: In decision 93, April 2023, the Trustees agreed to close the Rotary Peace Center at Chulalongkorn University in Thailand and approved a search committee to explore potential new Rotary Peace Center partnership opportunities in Asia. The search committee reported on its timeline, process, and criteria for identifying a suitable partner university.

DECISION: The Trustees thank the Rotary Peace Centers Search Committee for its report.

41. Stewardship Committee Report: Allegations

Statement: To facilitate the work of the Stewardship Committee, and in accordance with the Rotary Foundation Code of Policies, the Trustees receive semiannual updates on stewardship allegations, investigations, and litigation. The committee reviewed stewardship concerns in Districts 3272, 9142, 9214, 9220, and a case involving a specific member's non-adherence to the Foundation's stewardship policies.

DECISION: The Trustees:

1. thank the general secretary for the semiannual report on grant allegations;
2. authorize the general secretary to suspend the Rotary Club of Igoma, Mwanza, District 9214 (Tanzania), from participation in Rotary grants until 30 June 2026 if any outstanding audit requirements are not met by 30 October 2023;
3. thank the Rotary members and leadership of District 9142 (Nigeria) for their cooperation with the general secretary in addressing stewardship matters and note that District 9142 has satisfied all global grant audit requirements as requested by the Trustees in decision 102, April 2023;
4. thank the Rotary members and leadership of District 9220 (Comoro Islands, Djibouti, Madagascar, Mauritius, Mayotte, Reunion, and Seychelles) for their cooperation with the general secretary in addressing stewardship matters and note that District 9220 has satisfied all operational audit requirements as requested by the Trustees in decision 102, April 2023;
5. request the RI Board to terminate any Rotary or Rotaract club that retains in its membership the Rotary member identified in Trustees decision 46.1, October 2020, because that member breached the stewardship policies of The Rotary Foundation;
6. noting that, in April 2021, the Stewardship Committee requested District 3272 to prioritize stewardship within the district with recommendations on the formation and operation of the district stewardship committee, request District 3272 to update the general secretary on the operation of the district stewardship committee by 10 November 2023 and monthly thereafter until 30 June 2024.

42. Report on TRF Cadre of Technical Advisers

Statement: The Rotary Foundation Code of Policies requires the general secretary to provide an annual report on the activities of The Rotary Foundation Cadre of Technical Advisers. The general secretary reported on the Cadre's efforts to support Rotary grants during 2022-23 and noted that the Cadre completed 163 assignments — including 144 site visits, with 16 virtual site visits, and three desk reviews — and evaluated Foundation grants valued at over US\$26 million in total project funding. The Cadre also reported on planned activity for 2023-24, including organizing Cadre membership into regional teams, establishing a Cadre collaboration platform, standardizing the Cadre onboarding process, establishing a Cadre mentoring program, and more.

DECISION: The Trustees receive the annual report on the activities of The Rotary Foundation Cadre of Technical Advisers.

43. World Reporting

Statement: Grant sponsors are required to submit a grant report to the Secretariat every 12 months for the life of the grant. A final report is due within two months of project completion. The general secretary conducts a quarterly analysis on district grant reporting compliance. Districts that are less than 70% compliant, with more than one grant overdue, upon each quarterly analysis are suspended (including member clubs) from participating in Rotary grants until they reach 90% compliance. The Stewardship Committee reported that, since March 2023, four clubs have been suspended for failure to submit grant reports. The Stewardship Committee also recommended a Code of Policies amendment to provide for more equitable sharing of grants reporting responsibilities.

DECISION: The Trustees:

1. receive the general secretary's report on grant reporting compliance;
2. amend The Rotary Foundation Code of Policies regarding Rotary Foundation grants as follows:

33.040.3. Reporting

[text omitted]

~~3. International partners are alleviated from global grant reporting responsibilities if they are not the party receiving or distributing grant money.~~

44. Disaster Response Grants involving the Rotary Club of Kyiv International

Statement: In response to the February 2022 military invasion of Ukraine, the Trustees approved exceptions to the disaster response grant program, allowing neighboring districts to receive grants up to US\$100,000 and enabling districts outside the immediate area to support refugees. The general secretary was subsequently informed of concerns about the Rotary Club of Kyiv International's use of disaster response grant funds, which prompted an audit.

This audit highlighted issues with fund management, lack of documentation, and inconsistencies in shelter verification. While no definitive misuse was identified, the report raised significant concerns about the club's oversight. Consequently, the Trustees considered suspending the Rotary Club of Kyiv International from Rotary grants until 30 June 2023, and the club's secretary, indefinitely. To mitigate future risks, the Stewardship Committee recommended stricter protocols for disaster response grant funds and suggested the addition of a dedicated grant officer to manage disaster-related grants.

DECISION: The Trustees:

1. suspend the Rotary Club of Kyiv International from participation in Rotary Foundation grants until 30 June 2028 for failure to provide adequate oversight and controls to Rotary Foundation grant funds;
2. suspend Oksana Tiupa from the Rotary Club of Kyiv International, who served as the local contact on the disaster response grants the club implemented, from participation in Rotary Foundation grants indefinitely for failure to responsibly manage Rotary Foundation grant funds;
3. discourage Rotary members who want to assist with relief in Ukraine from working with the Rotary Club of Kyiv International and encourage them to work with the District 2232 coordinating committee;
4. request the general secretary to implement the recommended strategies to mitigate risk with disaster response grants;
5. approve addition of a grant officer position dedicated to supporting effective management of the disaster response grant program, and further approve a 2023-24 budget variance of US\$40,000 for this purpose.

45. Rotary Foundation Financial Review

Statement: To ensure that the Trustees are fully aware of the status of TRF finances before they consider Trustees items with potential financial impact, the chair of the Finance Committee reviews the status of Foundation finances, including current and future revenues and expenses, with the Trustees at the outset of each meeting.

DECISION: The Trustees thank Finance Committee Chair Greg Podd for his update on TRF financial results.

46. TRF Finance Committee Report

Statement: The Finance Committee met on 3-4 October 2023 and discussed 2023 financial results, district governor budgeting, an Allocation Work Group update, a review of the enterprise product and project portfolios, a historic overview of types of contributions to the Foundation, a review of the current funding model, and grant awards and funding, among other topics.

DECISION: The Trustees thank the Finance Committee for its report.

47. Audit Committee Report

Statement: The Audit Committee met virtually on 12 September 2023 and discussed recently issued audit reports and management action plans related to past audits, recently completed audits, a review of information technology uses by Rotary pertaining to security and internal controls, and the committee's charter, among other topics.

DECISION: The Trustees thank the Audit Committee for its report.

48. Investment Committee Report

Statement: The Investment Committee met virtually on 15 September 2023 and discussed current market conditions and investment considerations, investment returns as of 30 June 2023, the Endowment Fund portfolio's equity structure, the concept of "tail risk hedging," and the Foundation statement of investment policy and guidelines, among other topics.

DECISION: The Trustees thank the Investment Committee for its report.

49. Independent Audited Financial Statements

Statement: On 13 October 2023, The Rotary Foundation Trustees met jointly with the RI Board to receive the annual report from Rotary's external auditors on the draft 2022-23 audited financial statements.

DECISION: The Trustees, subject to review by the Audit Committee at its November 2023 meeting:

1. receive the preliminary draft audited financial statements and report on The Rotary Foundation's financial results for 2022-23, dated 6 October 2023, as shown in Appendix I, filed only with the official copy of these minutes;
2. request the general secretary to publish the audited financial statements and annual report in accordance with the RI Bylaws.

* * * * *

Adjournment

The foregoing is a true record of the proceedings at the October 2023 Trustees meeting.

Barry Rassin, Chair
The Rotary Foundation

Andrew McDonald
Secretary of the Meeting

ATTEST:

John Hewko
General Secretary

APPENDIX A

2024–25 ANNUAL JOINT GOALS (Decision 3)

Together, we see a world where people unite and take action to create lasting change — across the globe, in our communities, and in ourselves.

GOALS FOR PRIORITY 1 — INCREASE OUR IMPACT

1. Eradicate polio, highlight Rotary’s role, and plan for a polio-free world.
2. Increase the overall giving to The Rotary Foundation and build the Endowment Fund to US\$2.025 billion by 2025.
3. Encourage community assessments and the measurement of projects and programs at the club, district, and international levels.

GOALS FOR PRIORITY 2 — EXPAND OUR REACH

4. Advance actions to cultivate diversity, equity, and inclusion in our clubs and the family of Rotary.
5. Strengthen existing relationships and develop new partnerships that align with our Action Plan.
6. Establish and nurture innovative clubs and new participant engagement channels.
7. Increase awareness and understanding of Rotary and our members’ impact in communities locally and globally.

GOALS FOR PRIORITY 3 — ENHANCE PARTICIPANT ENGAGEMENT

8. Enhance member engagement tools that support clubs in meeting their members’ needs and increasing member retention.
9. Increase collaboration and connection among participants, particularly Rotary and Rotaract clubs.
10. Highlight opportunities that Rotary offers to foster professional connections and build leadership skills.

GOALS FOR PRIORITY 4 — INCREASE OUR ABILITY TO ADAPT

11. Support regional adaptability by testing innovative approaches to foster greater collaboration and operating efficiencies.
12. Support diversity, equity, and inclusion in our leadership and governance.

APPENDIX B

DECISIONS TAKEN ON THE TRUSTEES' BEHALF (Decision 5)

Rotary Grants

District grants

- 311 district grants awarded for a total of \$22,369,193 in DDF.

Disaster response grants

- 31 disaster response grants awarded for a total of \$792,342;
- 43 disaster response grants for Turkey/Syria awarded for a total of \$1,946,189;
- 36 disaster response grants for Ukraine awarded for a total of \$1,374,257.

Global grants

- 698 global grants awarded for a total of \$12,088,658 in World Fund (\$43,040,219 total funding).

Activity type	Number of grants
Humanitarian	527
Humanitarian/VTT	5
Scholar	154
VTT	12
Grand Total	698

Area of focus	Number of grants
Basic education and literacy	57
Community economic development	80
Disease prevention and treatment	317
Environment	40
Maternal and child health	54
Peacebuilding and conflict prevention	45
Water, sanitation, and hygiene	105
Grand Total	698

TRF Cadre of Technical Advisers

102 grants reviewed, including:

- 2 advance site visits
- 55 interim monitor site visits
- 11 random audits
- 1 operational audit
- 2 targeted audits
- 1 technical review
- 1 Programs of Scale site visit
- 19 Grant Model Evaluation visits
- 1 PolioPlus financial review
- 9 WASH in Schools site visits

PolioPlus Grants

- \$150,000 PolioPlus Partners funding for social mobilization in the Democratic Republic of Congo
- \$128,699 PolioPlus Partners funding for social mobilization and administrative expenses in Nigeria
- \$222,633 PolioPlus Partners funding for social mobilization and administrative expenses in Pakistan

APPENDIX E

TERMS AND CONDITIONS FOR ROTARY FOUNDATION CORPORATE SOCIAL RESPONSIBILITY GRANTS (Decision 33)

CSR Grants is a standalone program of The Rotary Foundation (the “Foundation”) and its associate foundations that is intended to help for-profit corporations achieve their social responsibility goals. Projects funded through CSR Grants will be implemented by host clubs or districts, with funds contributed by corporations. The corporate contribution must be paid to The Rotary Foundation or the local associate foundation to fund the grant.

Currently, CSR Grants is available only to for-profit corporations incorporated in Australia or Brazil. A similar program is available in India, subject to separate terms and conditions.

The Foundation may modify the terms and conditions of CSR Grants at any time to clarify them or to reflect policy changes.

1. ELIGIBLE ACTIVITIES

Activities that are eligible for CSR Grants funding:

- A. Align with the Foundation’s mission
- B. Align with one or more of Rotary’s areas of focus
- C. Recognize the importance of project sustainability
- D. Can include:
 - 1. Local or international service projects and related travel
 - 2. Scholarships for any educational level
 - 3. Vocational training teams (groups of professionals who teach others about a particular field or learn more about their own) and related travel
 - 4. Projects and activities in countries where Rotary has clubs as well as in areas where we do not, and in geographic areas where permitted by law and in accordance with Foundation policies
 - 5. Rotary Youth Exchange, RYLA, Rotary Friendship Exchange, Interact, and New Generations Service Exchange programs
 - 6. Community assessments
 - 7. Construction and renovation
 - 8. Microcredit activities when working with a registered microfinance institution that has operated for at least three years to administer loan programs
 - 9. Campaigns to build awareness of and signs alerting people to the presence of land mines
- E. Involve active participation from Rotary members
- F. Cause no harm and comply with the laws of both the

United States and the country where the grant will be carried out. (If you plan to sponsor projects in or travel to countries sanctioned by the [U.S. Treasury Department’s Office of Foreign Assets Control](#), you will be asked to supply more information.)

- G. Protect the safety and well-being of all minors who participate, and follow Rotary International’s [youth protection policies](#)
- H. Are reviewed and approved by the Foundation before they are implemented
- I. Demonstrate sensitivity to the traditions and culture of the area where a project will be carried out
- J. Comply with the Conflict of Interest Policy for Program Participants as outlined in section 30.040. of [The Rotary Foundation Code of Policies](#) and summarized in section 10, Conflict of Interest Policy for Grants
- K. Adhere to Rotary’s policies for the use of the name “Rotary” and other Rotary logos, emblems, and graphics, as outlined in sections 34.040.6. and 34.040.11. of the [Rotary Code of Policies](#)
- L. Include [signage](#) on or near projects that identify the grant sponsors and The Rotary Foundation, as outlined in section 40.010.2. of [The Rotary Foundation Code of Policies](#) and in accordance with Rotary’s brand guidelines, which can be found in the [Brand Center](#)
- M. Adhere to Rotary’s Privacy Statement for Personal Data, outlined in section 26.080. of the [Rotary Code of Policies](#)

2. INELIGIBLE ACTIVITIES AND SPENDING

CSR Grants-funded activities may not:

- A. Discriminate against any group
- B. Promote a particular political or religious viewpoint
- C. Perform purely religious functions
- D. Provide continuous or excessive support of any one person, entity, or community
- E. Establish a foundation, permanent trust, or long-term interest-bearing account
- F. Create financial liability for the Foundation or Rotary International that is greater than the grant funding
- G. Include fundraising activities
- H. Transport vaccines over national borders without prior approval of appropriate government and regulatory authorities in the originating and receiving countries

- I. Require anyone to work without pay (Projects should strive to uphold labor rights and fair wage practices; if the people who will benefit are required to volunteer on the project, their explicit consent is required.)
- J. Require work by anyone below the country's legal working age or, if the law doesn't specify, anyone under age 16

CSR Grants funds also may not be used to pay for:

- K. Expenses that are incurred, or activities that are in progress or already completed, before the grant is approved
- L. Contributions to the Foundation, its associate foundations, PolioPlus, or another Foundation grant
- M. Purchases of land or buildings
- N. Weapons or ammunition
- O. Military assistance
- P. Expenses related to Rotary events such as district conferences, conventions, institutes, anniversary celebrations, entertainment events, or project ceremonies
- Q. Public relations initiatives, unless they are essential to completing the project
- R. Project signage that costs more than US\$1,000
- S. The operating, administrative, or indirect program expenses of another organization
- T. Unrestricted cash donations to a person or cooperating organization
- U. COVID-19 vaccines
- V. Immunizations that administer only the polio vaccine
- W. Travel to National Immunization Days
- X. Abortions or procedures that are undertaken solely for sex determination
- Y. Study at a university that hosts a Rotary Peace Center in the same or similar academic program as Rotary Peace Fellows
- Z. International travel for anyone under age 18, unless they are accompanied by a parent or guardian or are participating in the Rotary Youth Exchange program
- AA. Loan guarantee systems
- BB. Items that would then be owned by a Rotary district, Rotary club, Rotaract club, or member
- CC. The detection and removal of land mines or the purchase of equipment to remove land mines

3. APPLICATION REQUIREMENTS

- A. Apply via email at the email address below. Applications are accepted throughout the Rotary year and are approved throughout the year based on the availability of funds.

- B. Grant sponsors each need to establish a grant committee of three Rotary members. The members of this committee need to come from the primary sponsor club (if the grant is club-sponsored) or district (if the grant is district-sponsored). Rotary International fiscal agents, national treasurers, and board members and paid staff of a cooperating or beneficiary organization associated with the grant may not serve on the committee.
- C. [Qualify](#) the primary sponsor districts involved in the grant activity.
- D. For club-sponsored grant applications, district Rotary Foundation chairs need to confirm that the primary sponsor clubs are qualified.
- E. All parties involved in the grant need to be in good standing with Rotary International and The Rotary Foundation.
- F. Ensure that all project names comply with Rotary's policies for the use of its logos, emblems, and graphics (see section 1, Eligible Activities).
- G. Limit each primary sponsor club or district to 5 open CSR grants at a time.
- H. Plan for contingencies. Sponsors may include a budget line item for contingencies that represents no more than 10% of the total budget, in order to offer protection from price increases or currency fluctuations.
- I. Include administrative costs. Sponsors may allocate up to 10% of the project budget for project management costs, which may include a project manager and project-specific overhead and administrative costs for cooperating organizations.
- J. If a grant application is not submitted within 12 months after it is started, it will be canceled.
- K. If a grant application isn't completed and approved within six months after it is submitted, it will be canceled.
- L. CSR grant applications have the following assessments:
 - a. Requests for total funding up to US\$100,000 are reviewed by the general secretary.
 - b. Requests for total funding of US\$100,001-US\$400,000 are reviewed by the general secretary, and the project will have an interim site visit from The Rotary Foundation Cadre of Technical Advisers.
 - c. Requests for total funding of US\$400,001 or more are reviewed by the general secretary and the Trustees, and the project will have an advance site visit and an audit or interim site visit by the Cadre.

4. COOPERATING ORGANIZATIONS

- A. Cooperating organizations are reputable, non-Rotary organizations or academic institutions that provide expertise, infrastructure, advocacy, training, education, or other support for the project. Universities that host scholars are not considered cooperating organizations.
- B. Cooperating organizations need to comply with all of the Foundation's reporting and auditing requirements and provide receipts and required proof of purchases.
- C. Sponsors need to provide a [memorandum of understanding](#) (MOU) that is signed by both primary sponsors and the cooperating organization with the grant application. It should include:
 - 1. Verification by the primary sponsor that the grant is initiated, controlled, and managed by Rotary members
 - 2. An endorsement by the primary sponsor that affirms that the cooperating organization is reputable and responsible and follows all applicable laws
 - 3. A grant implementation plan that clearly lists the responsibilities of each party
 - 4. An agreement by the cooperating organization to participate in any financial review by the Foundation of activities connected with the grant

5. TRAVEL POLICIES

- A. Anyone whose travel is paid for by grant funds should make their own travel arrangements. [Rotary International Travel Service \(RITS\)](#) can help.
- B. CSR grants can pay for the following budgeted expenses related to travel:
 - 1. Economy-class airplane tickets
 - 2. Transportation to and from airports and local travel related to implementing the grant
 - 3. The cost of inoculations or immunizations, visas, and entry and exit taxes
 - 4. Normal and reasonable luggage charges
 - 5. Travel insurance
- C. CSR grants do not pay for:
 - 1. Expenses associated with optional stopovers before or after travel that has been approved
 - 2. Penalties that result from changes in personal travel arrangements, including optional stopovers
 - 3. Charges for excess baggage or shipping travelers' baggage or other personal belongings
- D. The grant sponsors should keep up-to-date emergency contact information and travel itineraries for anyone who travels using grant funds. Be ready to share this information with the Foundation when asked to do so.
- E. Travelers are responsible for:

- 1. Making travel arrangements promptly to avoid increasing the cost of travel
- 2. Any expenses that exceed the approved travel budget
- 3. Meeting medical requirements for international travel
- 4. Abiding by Rotary International travel restrictions for particular countries (see item G below)
- 5. Obtaining travel insurance
- 6. Arranging and paying for any personal travel
- F. Each health care professional who provides services as part of the grant-funded activities is expected to have at least US\$500,000 in professional liability insurance coverage, known as errors and omissions liability. The participant obtains and pays for this coverage.
- G. Rotary International works with a global security advisory firm to maintain a [travel ban list](#). Because of safety concerns, the Foundation does not fund travel to these countries. If a country is added to the list while grant-funded travelers are in it, arrangements will be made for their immediate evacuation. Refusal to comply with these travel restrictions or evacuation requests will result in the Foundation canceling the grant and requiring the return of any funds that have already been disbursed. The Foundation cannot fund any grant project whose success relies on international travel to a country on the list, even if the cost of travel is not part of the project budget.

6. HOW GRANTS ARE FUNDED

- A. The Foundation funds CSR grants primarily from CSR contributions made by for-profit corporations.
- B. Rotary members and nonmembers can contribute cash toward a CSR project, but it will not be matched by the Foundation. Those contributions should be sent directly to the project's bank account. Those contributions do not generate Paul Harris Fellow recognition points, and the Foundation will not issue tax receipts for them.
- C. Cash contributions cannot come from a cooperating organization, a project supplier or vendor, or someone who benefits from the grant.
- D. Funds should never be collected from the people who will benefit from the project.
- E. Paul Harris Fellow recognition credit will not be given for contributions sent directly to the project.
- F. All CSR contributions are considered irrevocable contributions to The Rotary Foundation and will not be refunded.
- G. The Foundation will not provide matching funds from the World Fund.

- H. The minimum CSR contribution from corporations is US\$21,000, which includes 5% to offset the Foundation's processing and administrative expenses.
- I. Corporations receive major donor recognition but do not receive Foundation recognition points.
- J. CSR contributions may be made by the corporation after e-approval of the CSR Grants application.
- K. CSR amount levels to charge administrative cost varying from a minimum of 3% to a maximum of 5% will be as follows:
 - 1. 5% additional contribution of CSR gifts of US\$21,000-US\$74,999
 - 2. 4% additional contribution of CSR gifts of US\$75,000-US\$149,999
 - 3. 3% additional contribution of CSR gifts of US\$150,000 or more
- L. Districts may allocate portions of their district grant to augment specific CSR grants while applying for district grants.
- M. While applying for a new district grant, a lump sum amount may be allocated as a line item for CSR-funded projects. After approval of the district grant, this amount may be directly transferred to the grant account of the district or club.
- N. While reporting for a closure of a district grant, the district may specify the amount allocated to each CSR project. Districts must note the specific project on their district grant report.

7. PAYMENTS

- A. Grant funds won't be released until the grant sponsors have submitted their bank account information and any payment contingencies have been met.
- B. Grant funds for a district-sponsored project will be paid only to a district or district foundation bank account. Grant funds for a club-sponsored project will be paid only to a club or club foundation bank account.
- C. Project funds may not be paid to a vendor, cooperating organization, or beneficiary organization before project expenses have been incurred or services have been delivered.
- D. Organizations being reimbursed for project expenses need to give the Rotary project sponsors copies of the original invoice or receipt before they'll be paid.
- E. The people who have signing authority for the bank account need to be members of the sponsor clubs or districts.
- F. The corporate CSR contribution portion (minus administrative expenses) will be paid at the same exchange rate at which the CSR contribution was received from the corporation.
- G. Grants for which the total funding is US\$400,001 or

more will be paid in installments according to a spending plan.

- H. If payment requirements aren't met within six months of approval, the grant will be canceled (see section 9, Canceled Grants).

8. REPORTING REQUIREMENTS

- A. Grant sponsors report to the Foundation on how grant funds are used. In addition to the reporting requirements in this section 8, sponsors in particular countries may have additional reporting requirements.
- B. Reports are submitted via email at the email address below. Only complete forms will be accepted.
- C. The Foundation won't approve new grant applications from any grant sponsor that has an overdue report for any Foundation grant.
- D. The Foundation may, at any time, review grants, conduct audits, send monitors, require additional documentation, or suspend any or all payments.
- E. Districts are required to report on the use of grant funds to their member clubs according to the terms of their qualification.
- F. Grant sponsors are required to keep copies of all receipts and bank statements related to the spending of grant funds, according to the terms of their qualification and applicable laws.
- G. Grant sponsors that don't adhere to Foundation policies and guidelines in implementing and financing grant projects will be required to return all grant funds and may be barred from receiving other grants for up to five years.
- H. The first progress report needs to be submitted within 12 months of receiving the first grant payment. After that, progress reports are due within 12 months of the acceptance date of the previous report. If requested by the corporate donor, progress reports may need to be submitted more frequently.
- I. Final reports need to be submitted within two months of completing the project.
- J. All activities funded by CSR grants need to be completed within 24 months after the Foundation transfers funds to the sponsors.
- K. If more than US\$1,000 of grant funds remain after all grant activities are completed, the Foundation needs to approve their use for additional eligible activities. If you cannot spend these funds as approved, you need to return them to the Foundation.
- L. If US\$1,000 or less of grant funds remain after all grant activities are completed, they may be used for activities that meet the CSR grant eligibility requirements without preapproval from the Foundation. Remaining grant funds in any amount may not be spent on expenses that are not related to the CSR grant.

- M. Once the reporting requirements are complete, the Foundation will report back to the corporate donor based on the reports received from the sponsors.
- N. Acceptable reports include the following details about the project:
 - 1. A description of how the project advanced the mission of the Foundation or goals of the selected areas of focus
 - 2. An account of how the project achieved the specific objectives outlined in the grant application, including any measures you set and the data you collected
 - 3. An explanation of how the project's results may be sustained over time
 - 4. A description of how the sponsors, as well as any cooperating organizations associated with the grant, participated in the project
 - 5. A detailed account of project spending and complete project account bank statements. The Foundation may also ask sponsors to submit receipts.
- E. CSR grants cannot be financed with contributions (e.g., corporate social responsibility funds) from donors (people or organizations) that have conflicts of interest regarding the grant.
- F. The Rotary grants staff or the Trustees will determine whether a conflict of interest exists in a particular case. If they conclude that there is or has been a conflict of interest in a grant, the grants staff will recommend to the Trustees an appropriate remedy to protect the integrity of the grant process. Remedies may include removing a member from a grant committee, declining a grant application, canceling an approved grant, or suspending a particular member, club, district, or cooperating organization from participating in Rotary grants.
- G. Some people are not eligible for grants or to benefit from any Foundation grants. They include:
 - 1. Current Rotarians
 - 2. Employees of clubs, districts, other Rotary entities (as defined in section 1.040. of the [Rotary Code of Policies](#)), or Rotary International
 - 3. The spouses; children or grandchildren by blood, legal adoption, or marriage without adoption; the spouses of those children or grandchildren, or parents or grandparents by blood of people listed above; and employees of agencies, organizations, or institutions that partner with Rotary International or the Foundation
 - 4. Former Rotarians and people with the familial relationships to former Rotarians described above, for three years after their or their relative's membership ends

9. CANCELED GRANTS

- A. If a grant has been fully paid but all funds are returned, corporate CSR donations will be spent consistent with the CSR Memorandum of Understanding.
- B. Any interest earned (up to US\$1,000) on grant funds must be spent on eligible expenses related to the project. Any interest earned (greater than US\$1,000) on grant funds must be sent to the Foundation.

10. CONFLICT OF INTEREST POLICY FOR GRANTS

- A. Ensuring integrity in Rotary Foundation grants requires that everyone involved avoid actual and perceived conflicts of interest.
- B. A conflict of interest occurs when someone is in a position to make or influence a decision about a grant that could benefit them, their family, their business, or an entity in which they serve in a paid or voluntary leadership or advisory position.
- C. All actual or perceived conflicts of interest need to be disclosed to Rotary grants staff during the application process. If you're not sure whether a situation presents a conflict of interest, you should disclose it.
- D. No Rotary members can serve on a grant committee for any CSR grant for which they have a conflict of interest. A director, officer, or employee of the corporation that made the CSR contribution may not serve on the grant committee.
- H. Rotary members who serve on a club or district selection committee that is responsible for a grant-funded activity need to be completely transparent about their personal, family, or business relationships with any person or organization that would be affected by a potential Rotary grant. This includes, but is not limited to, any relationship with scholarship candidates, cooperating organizations, vendors, or other people or organizations that would benefit from the grant. Committee members need to notify the committee chair of any actual or perceived conflict of interest before the selection process begins, and the actual or potential conflict also needs to be disclosed in the grant application.
- I. Before a Rotary district, club, or member conducts business related to a grant-funded activity that involves a vendor being paid by a Rotary entity, a fair, transparent, and thorough request for proposals or a bidding process needs to be conducted to ensure that the best services are secured at a reasonable cost. Possible conflicts of interest may arise when a Rotary entity is considering business in which funds will be

paid to a member, a provider of goods or services that is owned or managed by a member, an honorary member, the people listed above who are ineligible for Foundation grants, or the corporation that made the CSR contribution.

- J. All grant transactions need to be reviewed to confirm that there is no conflict of interest with vendors or payment recipients, including, among others, partner nongovernmental organizations, providers of goods or services, insurance companies, shipping companies, and educational institutions. Vendors with conflicts of interest may be used if the vendor provides the best product or service at fair market cost, as evidenced by a sales quote or an offer obtained through a fair, transparent, and thorough bidding process.
- K. For more information on Rotary's Conflict of Interest Policy, please see section 30.040. of [The Rotary Foundation Code of Policies](#).

11. SPECIAL CONSIDERATIONS FOR AUSTRALIA

- A. CSR grant applications, grant reports, and all inquiries should be submitted to [EMAIL ADDRESS].
- B. Grant funding may be used only for projects in [developing countries as prescribed by the Australian Department of Foreign Affairs and Trade](#) or for projects to support beneficiaries in Australia that are in great and urgent need as required of a public benevolent institution.

12. SPECIAL CONSIDERATIONS FOR BRAZIL

- A. CSR grant applications, grant reports, and all inquiries should be submitted to [EMAIL ADDRESS].
- B. For grants paid to sponsors in Brazil, receipts for all expenses must be submitted with reports.
- C. Any unused grant funds, including earned interest, of more than 100 Brazilian reals must be returned to the Foundation.
- D. In addition to the grant reporting requirements above, sponsors must submit a donation certificate with the final report.

APPENDIX F

AMENDMENTS TO THE ROTARY FOUNDATION CODE OF POLICES REGARDING PROGRAMS OF SCALE (Decision 34)

33.140. Programs of Scale

Programs of Scale provide Rotary members with a mechanism for large-scale, high impact projects that will attract partner organizations. The Rotary Foundation may award one US\$2 million programs of scale grant each year to a program sponsored by a Rotary club, Rotaract club, or district that is working in strong collaboration with partners outside Rotary. A programs of scale grant is awarded to the Rotary entity that demonstrates that a program is backed by evidence and strengthened through partnership following a competitive two-phase application process.

33.140.1. Requirements

All Programs of Scale applicants must:

1. Explain how the program aligns with at least one of Rotary's areas of focus;
2. Include an implementation timeline of three to five years;
3. Request US\$2 million in funding from The Rotary Foundation;
4. Demonstrate additional investment from organizations other than Rotary clubs and districts, including (effective for the 2024-25 program selection cycle) a minimum cash contribution of US\$500,000;
5. Include at least one implementation partner that shares the responsibility for achieving successful outcomes and supports the long-term impact of the program. Include a letter of intent or commitment for each partner that clearly outlines their roles and responsibilities;
6. Include the authorization of the district Rotary Foundation chair;

33.140.2. General Criteria

Programs of Scale submissions are evaluated against the four key criteria that The Rotary Foundation has determined are critical: ready to scale, built for sustainability, promotes learning and represents Rotary.

33.140.2.1. Levels of Grant Application Assessment

Programs of Scale is a competitive two-step grant application process. The first step is the submission of concept notes. Concept notes are screened by the secretariat to ensure they fulfill the minimum

requirements. Each qualifying concept note is reviewed by three members of Rotary's Cadre of Technical Advisers as well as subject matter experts from the secretariat. The top scoring concept notes are presented to the Programs of Scale Selection Committee.

The Committee selects a limited number of applicants to advance to the proposal phase. All reviewers use the same criteria when evaluating concept notes.

Selected applicants have three months to prepare their full proposal materials. The Programs of Scale evaluators, inclusive of Cadre members, staff, and potentially external experts, review the proposals and share their report with the Programs of Scale Selection Committee. The committee recommends an award recipient, and the full Board of Trustees makes a final determination.

33.140.2.2. Selection Committee

The Programs of Scale Selection Committee members are appointed by the Programs Committee Chair and approved by the Trustee Chair. This Committee is composed of at least three sitting Trustees of The Rotary Foundation, along with representatives from the Cadre of Technical Advisers, and Rotaract. The composition of the Committee should be geographically representative and aim for gender balance. Committee members should also have relevant experience to the success of high-impact, scalable programming that represents Rotary.

33.140.2.3. Funding

Each year, the Trustees will allocate \$2 million from World Fund to support the award. This funding will be disbursed throughout the lifecycle of the program as documented in the grant agreement. Other giving opportunities will be made available for external and Rotary donors.

33.140.2.4. Reporting Requirements

For award recipients: Programs of Scale award recipients submit regular reports to The Rotary Foundation, including bi-annual and annual reports that detail the program's progress, results, budget expenditure and what has been learned. Reporting on quantifiable short-term and long-term outcomes is mandated, and reporting requirements are more rigorous than expectations for global grant and district grant funded programs.

To the Trustees: The general secretary will provide reports to the Trustees at least two times per year to share outcomes from the annual competition as well as the progress of the Programs of Scale award recipients. The general secretary will also make Programs of Scale award recipient's progress reports accessible to members and donors.

Every three years, the general secretary will provide a report to the Trustees on whether and how Programs of Scale is fulfilling the intent for which the Trustees created it. This includes a report on progress toward

1. Rotary's ability to measure and demonstrate impact;
2. Learnings from award recipients and applicability to Rotary service goals;
3. Opportunities for collective action across the Rotary world, including informing future corporate signature programming.

APPENDIX G

ROTARY FOUNDATION PROGRAMS OF SCALE TERMS AND CONDITIONS (Decision 34)

In alignment with Rotary's mission and its Strategic Plan, The Rotary Foundation may award one US\$2 million Programs of Scale grant each year to a program sponsored by a Rotary club, Rotaract club, or district that is working in strong collaboration with partners outside Rotary. Award recipients are selected through a competitive grant process.

Eligible activities

Programs that are eligible for Programs of Scale funding:

- a. Align with The Rotary Foundation's mission
- b. Align with one or more of Rotary's areas of focus
- c. Demonstrate scalability by sharing past results and evidence that the proposed model works
- d. Demonstrate that the proposed program is relevant, is in demand in the planned location, and will be implemented successfully in partnership with local stakeholders, including Rotary and Rotaract club members and Rotary district leaders, people who will be affected by the program, and the institutions required to support longer-term change
- e. Show why Rotary is essential to the change process and how Rotary members will directly participate in the program's success
- f. Incorporate sustainability into the concept so it's clear how the benefits of the program will continue beyond the duration of the grant
- g. Document preliminary investment commitments and implementation arrangements from each of the key stakeholders. Additional investment from organizations other than Rotary clubs and districts, including a minimum cash contribution of US\$500,000 (effective for the 2024-25 program selection cycle);
- h. Benefit communities in countries and geographic areas where Rotary has clubs;
- i. Cause no harm and comply with the laws of both the United States and the country where the grant will be carried out. (If you plan to sponsor projects in or travel to countries sanctioned by the U.S. Treasury Department's Office of Foreign Assets Control, you will be asked to supply more information.)
- j. Protect the safety and well-being of all minors who participate, and follow Rotary International's youth protection policies

- k. Are reviewed and approved by the Foundation before they are implemented
- l. Demonstrate sensitivity to the traditions and culture of the area where a project will be carried out
- m. Comply with the Conflict of Interest Policy for Program Participants as outlined in section 30.040. of The Rotary Foundation Code of Policies and summarized in section 10, Conflict of Interest Policy for Grants
- n. Adhere to Rotary's policies for the use of the name "Rotary" and Rotary logos, emblems, and graphics, as outlined in sections 34.040.6. and 34.040.11. of the Rotary Code of Policies
- o. Include signage on or near project sites that identify the grant sponsors and The Rotary Foundation, as outlined in section 40.010.2. of The Rotary Foundation Code of Policies and in accordance with Rotary's brand guidelines, which can be found in the Brand Center
- p. Adhere to Rotary's Privacy Statement for Personal Data, outlined in section 26.080. of the Rotary Code of Policies
- q. May include the building of infrastructure, such as toilet blocks and sanitation systems, access roads, dams, bridges, storage units, fences and security systems, water or irrigation systems, or greenhouses. If your project will access groundwater, you need to complete a hydrogeological survey. The cost of the survey can be covered by the grant budget.
- r. May include campaigns to build awareness of and signs alerting people to the presence of land mines

Ineligible activities and spending

Programs of Scale funded programs may not:

- a. Discriminate against any group
- b. Promote a particular political or religious viewpoint
- c. Perform purely religious functions
- d. Provide continuous or excessive support of any one person, entity, or community
- e. Pilot a new approach or method
- f. Implement a program that consists only of research to determine evidence for future programming
- g. Exacerbate social inequities, political unrest, or environmental degradation
- h. Allocate any part of the grant award to an implementing partner for whom that allocation would be the primary funding

- i. Fund overhead or administrative costs that are not directly related to implementing the program
- j. Fund scholarships only
- k. Fund disaster response programs
- l. Establish a foundation, permanent trust, or long-term interest-bearing account.
- m. Create financial liability for The Rotary Foundation or Rotary International that is greater than the grant funding
- n. Include fundraising activities
- o. Transport vaccines over national borders without prior approval of appropriate government and regulatory authorities in the originating and receiving countries
- p. Require anyone to work without pay. (Projects should strive to uphold labor rights and fair wage practices; if the people who will benefit are required to volunteer on the project, their explicit consent is required.)
- q. Require work by anyone below the country's legal working age or, if the law doesn't specify, anyone under age 16
- h. Project signage that costs more than US\$1,000
- i. Unrestricted cash donations to a person or cooperating organization
- j. COVID-19 vaccines
- k. Immunizations that administer only the polio vaccine
- l. Travel to National Immunization Days
- m. Abortions or procedures that are undertaken solely for sex determination
- n. Study at a university that hosts a Rotary Peace Center in the same or similar academic program as Rotary Peace Fellows
- o. Rotary Youth Exchange, RYLA, Rotary Friendship Exchange, Rotaract, Interact, or New Generations
- p. Service Exchange programs
- q. International travel for anyone under age 18, unless they are accompanied by a parent or guardian
- r. New construction of, or additions to, any structure in which people live, work, or engage in any gainful activity, such as buildings (schools, homes, low-cost shelters, or hospitals), containers, and mobile homes.
- s. Completion of buildings that are partially constructed (including those with only the exterior built) but have never been occupied or operational
- t. Programs whose only expenses are for travel
- u. Items that would then be owned by a Rotary district, Rotary club, Rotaract club, or member
- v. The detection and removal of land mines or the purchase of equipment to remove land mines

Programs of Scale funds also may not be used to pay for:

- a. Expenses that are incurred, or activities that are in progress or already completed, before the grant is approved
- b. Contributions to The Rotary Foundation, PolioPlus, or another Foundation grant
- c. Purchases of land or buildings
- d. Weapons or ammunition
- e. Military assistance
- f. Expenses related to Rotary events such as district conferences, conventions, institutes, anniversary celebrations, entertainment events, or project ceremonies
- g. Public relations initiatives, unless they are essential to completing the project

Reporting requirements

Programs of Scale sponsors submit regular reports to The Rotary Foundation, including but not limited to those listed below.

Report Type	Purpose	When
Learning Agenda	This documents the goals that will inform the monitoring, evaluation, reflection, and dissemination of findings. It can be revised after it is approved.	90 days after the grant agreement is signed
Annual Work Plan	This details the expected program activities, achievements, and spending for the next program year. This will guide the discussion at the quarterly check-ins.	90 days after the grant signing and then annually, with the final work plan to include a sustainability plan
Quarterly Check-In	This meeting can be held by phone or online. The sponsor shares notes about the program's progress and any difficulties to the Foundation before the meeting, and the Foundation can offer support if needed.	Quarterly (and as needed)

Report Type	Purpose	When
Mid-Year Report	This is a written update on the program's progress and implementation challenges. It can be shared with the Foundation Programs Committee, Trustees, and others.	Six months after the grant signing and then annually for the duration of the program
Annual Report	This is a comprehensive report on the program's progress, results, budget expenditure and what has been learned. It can be shared with the Foundation Programs Committee, Trustees, and others.	Annually, starting one year after the grant signing
Annual Financial Report	This report provides a record of expenditures, budget variances, and outside investments.	Annually, starting one year after the grant signing
Rotary Member Briefings	These provide information and advice to other Rotary members who want to implement similar programs or are interested in scaling or topics related to the program.	Periodically, as agreed to during quarterly check-ins
Final Program Report	This comprehensive report details the program from beginning to end and says what was learned from it.	90 days after the program ends

Branding, Marks, and Use of Logos

The Rotary Foundation expects Programs of Scale award recipients to comply with Rotary's brand policies. This means:

- a. The Programs of Scale award recipient will receive special recognition within Rotary, and the program's name will be localized into several languages. Therefore, the final program name is subject to Rotary's review and approval.
- b. All Programs of Scale award recipients need to identify, wherever possible, the club, district, multidistrict group, or other Rotary entity that's involved when using the Mark of Excellence, the Masterbrand Signature, or the Masterbrand Signature Simplified. These identifiers need to be used in a lockup logo with the official program name and merchandise, signage, and other visual recognition of the Programs of Scale award. For more details and guidance about using the Rotary trademark, review the section 34.040.14 or visit the Rotary Brand Center.

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