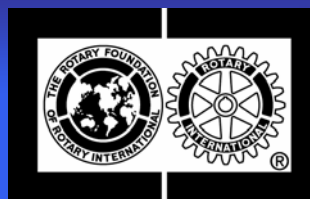


The Regional Rotary Foundation

COORDINATOR COMMUNIQUÉ



July 2006

A Forum for Foundation News

FUND DEVELOPMENT

Contributions Report

As of 18 July 2006, contributions were still being entered for 30 June. Upon closing of the 2005-2006 Rotary year, possibly on 20-21 June, an interim report will be provided to you.

New Fund Development Division Manager – Don Balcom

TRF General Manager, John Osterlund, announced Don Balcom will join the Foundation staff as Fund Development Division Manager effective 7 August 2006. Don successfully led the recent US\$100 million capital campaign at the Chicago Botanic Garden and served as a member of the development staff at Cornell University in New York, USA. He succeeds current RRFC, Hogie Hansen, who retired from the Foundation on 30 June.

US\$120,000,000 = Annual Programs Fund Goal for 2006--2007

The worldwide Annual Programs Fund Goal for 2006-07 has been set at US\$120 million. Then Trustee Chairman-elect Luis Giay announced the goal at the Convention in Malmo, Copenhagen and the Trustees endorsed the goal at their June 2006 meeting.

The One Millionth Paul Harris Fellow

At the Convention in Malmo, Trustee Chairman Frank Devlyn announced The Rotary Foundation had identified its One Millionth Paul Harris Fellow(s) in early June from contribution and credit transfers received at One Rotary Center, effective 11 May 2006. In order to meet the Four Way Test, the One Millionth PHF Committee (John Osterlund, TRF General Manager; Hogie Hansen (now retired) Fund Development Manager; Roylene Gallas, Director of Annual Giving; Simone Chong, Manager of Operations; George Ammerman, Business Processes Supervisor) identified those Paul Harris Fellows in every zone who met the eligibility criteria of being a living, new first-time Paul Harris Fellows. Once their eligibility is confirmed and a written release is obtained to allow use of their names for publication in the *Rotarian* magazine, on Rotary's website, and in other Rotary publications, their names will be released. It is hoped that each of the One Millionth Paul Harris Fellows can be formally recognized at their 2006-2007 Zone Institutes. The selected representatives will receive a personalized commemorative One Millionth Paul Harris Fellow plaque in addition to the standard Paul Harris Fellow certificate and medallion set. Questions about the One Millionth Paul Harris Fellow can be directed to Roylene Gallas: roylene.gallas@rotary.org or by telephone at 1-847-866-3046.

2005-2006 Club Banner Recognition

At the close and audit of the 30 June 2006 books, Fund Development will be sending out recognition banners to clubs who achieve the following:

- 100% Rotary Foundation Sustaining Member Club: to be eligible, the club must have achieved the US\$100 per capita and every active member must have **personally** contributed US\$100 or more to the Annual Programs Fund.
- Every Rotarian Every Year (EREY) Club: to be eligible, the club must have achieved a US\$100 per capita with every active member of the club personally contributing some amount to the Annual Programs Fund.
- Top Three in Per Capita Giving in the District: Newly designed banners recognize the top three clubs in each district with the highest per capita giving. A minimum of US\$50 is required to receive a banner.

Reminder: Effective 1 July 2005, the Foundation no longer awards banners for the Top Three in Highest Annual Giving in the District.

New Major Donor Pins

The new diamond-shaped Major Donor pins and ladies' pendants were shipped to all Major Donors worldwide by mid-June 2006. Requests for replacement pin recognition should be directed to Simone Chong, Manager of Operations at: simone.chong@rotary.org

Paul Harris Society (PHS)

Effective 1 July 2006, The Rotary Foundation officially recognized the Paul Harris Society as a district-administered recognition program. New materials are in production for the PHS but will not be available at the Distribution Center for another six weeks. Information about the PHS can be found on Rotary's website using this direct link:

www.rotary.org/newsroom/downloadcenter/pdfs/trf_phs_brochure.pdf

2006-2007 Every Rotarian Every Year Club Success Kits

Each club president should have received their 2006-2007 Club Success Kit in May and June. The Kits provide helpful information to guide clubs toward achieving the goals for the year. All the information clubs need can be found in the *Every Rotarian, Every Year Club Success Booklet (958-EN)* available for download in nine languages. The English link is:

www.rotary.org/newsroom/downloadcenter/pdfs/958en.pdf. Additional 2006-2007 Rotary Foundation Sustaining Member Badge stickers (956EN) can be ordered from the Distribution Center or RI Office as appropriate.

Every Rotarian, Every Year (EREY) August 2006 Newsletter

The August 2006 *EREY Newsletter* is being mailed to all RRFs, DGs, DGEs, DRFCs, AGSCs, APFSAs, MGAs, RFACs, and club presidents. Everyone is encouraged to sign up to receive this newsletter via email. This is the only issue for the 2006-2007 Rotary year that will be mailed. To sign up to receive the newsletter online, go to: www.erey.org and click on "Subscribe."

30 June 2006 Monthly Contribution Reports

For the first time ever, the "final" 30 June 2006 MCRs will remain on Rotary's website throughout the entire 2006-2007 Rotary year. We encourage club and district officers to visit this webpage often to measure current fundraising progress against last year's results. This report should also be helpful to all club presidents-elect when setting their Fund Development Club Goals for 2007-2008 Rotary year. A link to this report will be provided to you when the report is posted.

NEWS FOR USA ROTARIANS – STARTING 1 OCTOBER 2006...

New Lockbox Address for Foundation Contributions -- 1 October 2006

The Rotary Foundation will have a new address to collect US Dollar contributions **effective 1 October 2006**. All clubs, districts, and individual Rotarians are asked to send contributions directly to the new lockbox at:

**The Rotary Foundation
14280 Collections Center Drive
Chicago, IL 60693**

PLEASE continue to use the Foundation's headquarters address for all non-contribution related correspondence. This includes requests for Paul Harris Fellows, transfers of Foundation Recognition Points for Paul Harris Fellows, corrections to accounts and reports, completed Bequest Society and Benefactor forms, and any other general correspondence:

**The Rotary Foundation
One Rotary Center
1560 Sherman Avenue
Evanston, IL 60201-3698**

EDUCATIONAL PROGRAMS

Rotary Centers for International Studies

New Class III Graduates Add to a Growing Cohort of Rotary World Peace Fellow Alumni

Rotary World Peace Fellows graduated in May and June from Rotary Centers at University of California, Berkeley, University of North Carolina, Chapel Hill and from International Christian University. With upcoming graduations at Sciences Po and University of Bradford, the number of Rotary World Peace Fellow Alumni will soon measure close to 200. These Class III graduates will soon join their counterparts in Classes I and II and begin their work in promoting peace around the globe.



Jeyashree Nadarajah, (District 3300, Malaysia) a 2006 graduate of UC, Berkeley writes from the United Nations in New York:

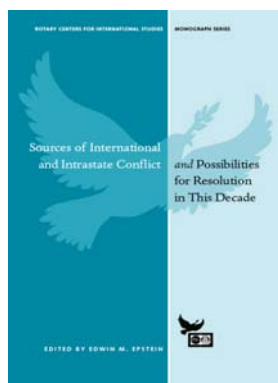
“I am currently employed as a consultant at the Special Representative's Office for Children and Armed Conflict. I'm mainly handling the development of the 6th Secretary General's Report to the Security Council, pertaining to the status of ending the recruitment and use of children and other violations being committed against children. It is a very exciting (and a little nerve-racking!) task that I've been hired to handle, but very satisfying nonetheless.”

Major Public Relations Campaign in Africa



RI Public Relations recently conducted a targeted mailing to various nations in Africa promoting Rotary Centers. This was followed by a visit from Vukoni Lupalusaga, RI, Public Relations, to Kenya where he visited Nairboi-based universities, NGO's, media and embassies. He brought along brochures and posters that feature the new "Rotary: Humanity in Motion" advertising campaign that emphasizes Rotary's focus on peace through its education programs. We continue to try and increase the applicant pool, particularly from developing nations and nations experiencing major conflicts.

Inaugural Issue of the Rotary Centers for International Studies Monograph Series Now Available



"Sources of International and Intrastate Conflict and Possibilities for Resolution in This Decade," edited by Edwin M. Epstein is a compilation of research essays written by Rotary World Peace Fellow alumni. The following large themes are addressed in the eleven articles:

- Approaches to Peace Theory and Conflict Resolution
- Sources of and Prospects for Resolution of Regional Conflicts
- Issues in International Law

Order a copy today for US\$10 from RI publications.

Rotary World Peace Symposium to take place in Salt Lake City

The Rotary World Peace Symposium will take place just prior to the International Convention next June in Salt Lake City. The meeting is open to all Rotary World Peace Fellows and alumni and interested Rotarians and their guests will also be welcome. Look for more details in the months to come, but mark your calendars for 15-16 June 2007.

**Please continue to encourage Districts to become Rotary Centers Peacebuilder Districts.
DDF is still needed to support the next Classes of Rotary World Peace Fellows.
http://www.rotary.org/foundation/educational/amb_scho/centers/funding/index.html**

Rotary Peace and Conflict Studies Program

The RPCS Program is still accepting applications for the January 2007 program session.

Each district is encouraged to endorse as many applicants to TRF as they deem qualified. District endorsement of applicants is independent of the district's ability to contribute DDF to the program fund pool. Please refer to the program website at <http://www.rotary.org/foundation/educational/rpcsp/index.html> for application forms and detailed program information. Please contact program coordinator Jenn Weidman at jennifer.weidman@rotary.org or 847-866-3374 with any questions.

First Session Begins

The inaugural session of the Rotary Peace and Conflict Studies Program begins on 4 July! Our featured participant for this month is Mr. Hasmukhkumar Patel, superintendent of police in Gujarat, India. Please visit the program website to read more about Mr. Patel and the rest of the Session I participants.

DDF Funding for the RPCS Program

The RPCS Program is currently accepting DDF contributions for the RPCS Fund Pool supporting fellowships for participants from low-income regions and organizations. Please help us ensure that no qualified participant will be turned away due to lack of fellowship funds.

Ambassadorial Scholarships and Rotary Grants for University Teachers

Regional Scholar Orientation Seminars

The first Rotary Foundation Regional Scholar Orientation Seminar Alliance Meeting was held at Rotary International Headquarters on 3 and 4 May. Thanks to all participants, each the organizer of a Multi-District Seminar, who came from around the globe to share their ideas and experiences in organizing Scholar Orientation Seminars. During the two days of meetings and fellowship there were discussions on the best ways to present information to scholars and Rotarians as well as ideas on how to increase the participation of Rotarians in these events, and therefore raise awareness of the Ambassadorial Scholarships and Rotary Grants for University Teachers programs.

Thanks to Regional Scholar Orientation Seminars held throughout the Rotary world in 2005-2006 Ambassadorial Scholars, Rotary World Peace Fellows, and University Teachers had the opportunity to meet with their sponsor or host Rotarians to learn more about RI, TRF, and their roles and responsibilities as “ambassadors of goodwill.”

Since outbound orientation is mandatory for all Ambassadorial Scholars, the importance of these regional seminars continues to grow. The deadline for submitting completed applications for Rotary Foundation Grants for Inbound and Outbound Orientations was 15 June 2006. However, with funding still available, we will continue accepting applications until 30 June 2006. We will be soliciting our RRFCs' help in the implementation of such important events. RRFCs are encouraged to support and attend - when possible - the scholar seminars in their regions. For further information, contact Stephanie Veit, Scholarships Department Manager, tel: 847-866-3323; fax: 847-866-0934; e-mail: Stephanie.Veit@rotary.org or visit our website at: http://www.rotary.org/foundation/educational/amb_scho/seminars.html.

Host Counselors Reminder

The deadline for districts to notify TRF of host counselor assignments for 2006-07 Ambassadorial Scholarships and University Teachers was 15 June 2006. As of that date TRF had received host counselor appointments from only 37 % of districts. The Ambassadorial Scholarships and Rotary Grants for University Teachers programs rely on Rotarian counselors to guide participants' Rotary involvement during their award experience. Without active and effective host counselors, TRF becomes merely a funding source for study or teaching abroad. To ensure that the program is effective in your part of the world, please talk with the districts you work with and ensure that they appoint excellent Rotarian counselors for the scholars and university teachers they will host. The appointments can be sent to TRF by fax at 847-866-0934 or via e-mail: scholarship.inquiries@rotary.org.

Group Study Exchange

Call for Electronic Final Reports from 2005-06 GSE teams

A GSE is not complete without submission of the final report! TRF urges districts to send in their GSE final reports **via e-mail** including pictures. Reports should be submitted directly to the GSE coordinator at TRF within **2 months** of the team's return to the sponsor district. The GSE chair should also send copies of this report to the subcommittee's members and governor of the sponsor district and partner district. The reports should be 2-4 pages and mention both the highlights of the team's experiences and suggestions for improvement for the host district and the program. Refer to the Final Report form found in the back of the Program Guide for Rotarians (Pub #165) and the Team Handbook (Pub #164) for final report template.

Reimbursements for 2005-06

GSE Chairs are reminded that requests for reimbursements from the 2005-06 program year should be sent to the GSE Coordinators at TRF **within two months** of the incurred expenditures. Payments are issued within 20 business days from the day they are received at TRF if documentation and receipts are complete.

2007-08 Pairing options

The 2007-08 District Governors should be on their way to securing a GSE partner district for the 2007-08 program year. The 2007-08 GSE District Applications will be sent to DGEs in July and August: first electronically and then followed up by hard copy. The completed applications must be submitted to TRF by **1 October 2006**. The GSE District Application form will be also available on the TRF website for easy download. Failure to submit the district GSE application on time can limit the chances of securing a district's first choice GSE partner. If districts need assistance in contacting potential GSE partners, they can contact their GSE coordinator at TRF.

2006-07 GSE Materials to be sent to District GSE Chairs

In late July to early August, all newly-revised GSE materials (including handbooks, brochures, applications and alumni pins) will be sent to each District GSE Chair. This year TRF will be sending GSE program guides in CD ROM format. GSE publications and materials will be posted on the web for download in 8 languages.

HUMANITARIAN GRANTS PROGRAM

Matching Grants

Matching Grants Stats

In the 2005-06 Rotary year 2,024 Matching Grant applications were approved for a total award of US\$20,753,816 (this figure represents the Foundation's match to DDF and cash contributions). This is a 19% increase in the amount of funds approved for Matching Grants from last Rotary year.

Humanitarian Grants Publications

As some of you may be aware, a survey was recently sent out to all current district grants subcommittee chairs asking for their feedback on The Guide to Certifying a Grant Application (Rotary publication 151). The survey yielded very helpful information that will help to guide future publications. One of the suggestions that was made a number of times was to incorporate information from The Guide to Certifying a Grant Application into existing publications. We are currently in the process of updating The Guide to Matching Grants (formerly The Guide to Humanitarian Grants—Rotary publication 144). Consequently, we will add the pertinent

information from The Guide to Certifying a Grant Application into The Guide to Matching Grants and discontinue publication of The Guide to Certifying a Grant Application. The revised Guide to Matching Grants should be ready by September/October 2006.

Overdue reporting

At their April 2006 meeting the Trustees of The Rotary Foundation took a number of important decisions regarding the submission of reports for humanitarian grants. The Trustees noted that an essential component of stewardship of grant funds is the preparation and submission of timely and accurate grant reports. Furthermore, the Trustees established the goal that all districts and their member clubs are consistently 100 percent current and compliant with reporting requirements.

In order to help clubs and districts reach this goal the Trustees adopted overdue reporting procedures which include sending regular reminders, listing overdue clubs on the RI Web site and recommending termination of clubs that have failed to report for 30 months or more. In addition, TRF will be reviewing the reporting status of districts and their member clubs on a semi-annual basis. During these reviews, districts will be evaluated according to the percentage of open grants that are current and compliant with reporting requirements. This evaluation will include all grant types (Matching Grants, Volunteer Service Grants, 3-H Grants and District Simplified Grants). Districts and their member clubs that are less than 70 percent current and compliant with reporting requirements on two consecutive semi-annual reviews will be automatically suspended from participation in Humanitarian Grants. This decision emphasizes the ongoing responsibility that district leaders have to ensure grant funds are being utilized for their intended purposes.

It is hoped that these new procedures will assist all clubs and districts to report on grants in a timely and complete manner, paving the way for greater participation in the Humanitarian Grants Program. A Frequently Asked Questions document is attached for further information.

Information about overdue reporting will be sent to district leaders via email in mid-July. However, we wanted to ensure that the RRFCs received this information prior to it becoming public knowledge throughout the Rotary world. Please let us know if you have any questions.

Staffing change in Humanitarian Grants

On Friday, 23 June 2006, John Osterlund reluctantly accepted the resignation of Anne Gross as Division Manager of the Humanitarian Programs Division of the Foundation. For nearly nine years, The Rotary Foundation benefited from Anne's leadership, vision and drive in managing the burgeoning growth of our Humanitarian Programs. Anne's last day with Humanitarian Grants will be Friday, 4 August. She leaves us to lead a new Chicago presence for KPMG's Global Grants Division. Please join us in wishing Anne well in this new chapter of her life.



Humanitarian Grants Program Frequently Asked Questions – Overdue Grant Reporting July 2006

Q. Why has TRF established new procedures for overdue grant reporting?

A. The Trustees have reaffirmed that an essential component of stewardship of grant funds is the preparation and submission of timely and accurate grant reports. Consequently they have established the goal that all districts and their member Rotary clubs are consistently 100 percent current and compliant with reporting requirements. While the reporting requirements themselves have not changed, the Trustees have established new procedures that will help all clubs and districts to reach this goal.

Q. What are the new procedures regarding overdue grant reporting?

A. TRF has established a system of reminders for sponsors of grants to submit grant reports. Following a series of reminders, clubs or districts that have not reported on the use of grant funds for 21 months or more will be posted on the RI Web site. (Please note that any club that has overdue reports is ineligible to participate in Humanitarian Grants. However, only those clubs that are 21 months or more overdue will be listed on the RI Web site.) If 30 months or more have passed since clubs or districts reported on the use of grant funds, TRF will recommend to the RI Board of Directors termination of the appropriate sponsoring Rotary clubs.

Additionally, TRF will be reviewing the status of reporting of districts and their member clubs on a semi-annual basis. Districts and their member clubs that are less than 70 percent current and compliant with reporting requirements on two consecutive semi-annual reporting statistical analyses will be suspended from participation in the Humanitarian Grants program.

Q. What information will be evaluated during the semi-annual reporting review?

A. The semi-annual review will include all grants awarded to the district and its member clubs; this includes Matching Grants, Volunteer Service Grants, District Simplified Grants and 3-H Grants. Reports for all grants must be received at least every twelve months for the life of the project and within two months of the project's completion. Any grants for which acceptable reports have not been received within this timeframe will be considered overdue.

Q. What constitutes an acceptable grant report?

A. Grant report forms are available for download from the RI Web site. These forms should be used for all progress and final reports. An acceptable report includes a description of the project accomplishments, a list of Rotarian activities throughout the project, information about the beneficiaries, an itemized statement of income and expense and a corresponding bank statement. If a report is unacceptable, reporting for the grant will be considered overdue.

Q. How often will overdue clubs be listed on the RI Web site?

A. The names of overdue clubs will be updated on the RI Web site on a quarterly basis.

Q. If my club was listed on the RI Web site, what would we need to do to have our name removed?

A. In order to remove your club's name from the overdue reporting list on the RI Web site, your club must submit acceptable reports (progress or final) for all overdue grants. Grant report forms are available for download from the RI Web site. Once the reports have been received and reviewed by TRF, your club's name will be removed from the list the next time that the list is updated.

Q. I have tried contacting our partner club to ask them to submit a report, but I have not received a response. What should I do?

A. Submission of grant reports is the responsibility of both the host and international partners. The partners should work together to complete the report form and submit it to TRF. However, there might be occasions where you are unable to contact your partner. In such cases, you might consider contacting the president of the partnering club or the district governor of the partnering district. The club president or district governor might have the information needed to complete the report. You may want to document that the project was successfully completed by enclosing photographs of the finished project or letters from the beneficiaries. If you are unable to find any records of the project and can't locate the Rotarians responsible for the project, complete the final report as best you can, explaining why any information is missing from the report. You might also want to include documentation of your attempts to contact your partner.

Q. Our partner club has been terminated, and we are unable to get any information about the project. Who is responsible for the report?

A. Although the club has been terminated, you may still contact individual Rotarians who were involved with the project. They should be able to provide you with the information needed to complete the report. If you are unable reach any Rotarian in the partner club, contact the district governor or district grants subcommittee chair. If a club is terminated, TRF looks to the district leaders to bring closure to the grant. These leaders should gather as much information as possible about the project, if possible physically verify the project's existence, and report what can be learned about the project to TRF.

Q. What happens to a district if it is suspended from participation in the Humanitarian Grants Program?

While a district is under suspension, TRF will stop processing all District Simplified Grants, Volunteer Service Grants, Matching Grants and 3-H Grants where clubs in the district or the district itself acts as the primary sponsor. Applications will not be accepted or approved, and approved grants will not be paid.

Q. My district was suspended from participation in Humanitarian Grants. What do we need to do to have this suspension lifted?

A. In order to lift the suspension on your district, TRF must receive acceptable reports (progress or final) for overdue grants sponsored by clubs in your district. Once these reports have been received and reviewed by TRF, your district's suspension will be lifted.

Q. Who can I contact to obtain information about overdue grants for my club or district?

A. You can contact the Humanitarian Grant coordinator responsible for grants taking place in the project country. The Humanitarian Grants Program staff list may be found on the RI Web site at http://www.rotary.org/newsroom/downloadcenter/pdfs/hg_staff_sheet.pdf.

3-H Grant Requests Awarded

#	File #	Description	TRF Grant Award (\$US)
1	55784	3-H Grant #55784 in the amount of US \$300,000 to the Rotary Clubs of Nairobi Langata (District 9200, Kenya) and Denver Southeast (District 5450, USA) to help provide a water supply system and sanitation facilities for 7-9000 people; health and hygiene education to members of the local community and awareness camps designed to develop leaders in the community that will be able to train others, organize, monitor, and evaluate the expenditures and usage of the water and sanitation facilities for the Kibera slums outside Nairobi, Kenya.	\$300,000
2	56411	3-H Grant #56411 in the amount of US \$300,000 to the Rotary Clubs of Kumasi East (District 9100, Ghana) and Cornwall Sunrise (District 7040, Canada) to help provide sustainable community development by improving adult education and vocational training for women and girls; provide potable water and sanitation; expand basic health education services, and promote environmental renewal to reduce soil erosion in the Ashanti region of Ghana.	\$300,000
3	56447	3-H Grant #56447 in the amount of US \$270,000 to the Rotary Clubs of Poona North (District 3130, India) and Emmaus, PA (District 5420, USA) to help provide vocational training and microcredit to women in order that they may be able to generate and contribute to a higher family income, with education that will address general health issues such as: mother and child health, safe drinking water, sanitation and HIV/AIDS awareness in Pune, India.	\$270,000
4	56668	3-H Grant #56668 in the amount of US \$226,050 to the Rotary Clubs of St. Marc (District 7020, Haiti) and St. Augustine Sunrise (District 6970, USA) to help create "Fanmi Ansanm", a complete family social services agency with crisis assessment and intervention, staff training, group home care and other services such as case planning, family reunification, child protection and building local service provider capacity to preserve families and protect youth in rural Côte des Arcadins, Haiti.	\$226,050

#	File #	Description	TRF Grant Award (\$US)
5	57518	3-H Grant #57518 in the amount of US \$300,000 to the Rotary Club of Beijing (China) and RI District 7250, (USA) to help provide hands-on training to doctors in less invasive surgical treatments for children with congenital heart disease, to increase awareness and improve capabilities of China's hospitals and communities to address the problem of congenital heart disease, particularly in children from impoverished communities, and provide philanthropic opportunities that sustain peer education to run donative surgery programs in Chinese hospitals.	\$300,000
6	57535	3-H Grant #57535 in the amount of US \$300,000 to the Rotary Clubs of Bugolobi-Kampala (District 9200, Uganda) and Arcadia (District 5300, USA) to help provide micro-credit that will create jobs in the agricultural sector and vocational training for 400 youths to help them fund their college education and support their families; the agricultural production from these youths will supply 10 schools with food to feed 5000 malnourished children in the Kanungu District of Uganda.	\$300,000

PLANNING & ADMINISTRATION

New "Contact Center" Slated to Open on 1 October 2006

Fully operational on 1 October 2006, The Rotary Foundation's new "Contact Center" will begin answering questions posed by Rotarians in the United States via a toll-free telephone number: **1-866-9ROTARY (that's 1-866-976-8279)**. This new pilot project, currently available only in the USA, will enable Rotarians to get their Foundation questions answered promptly. The Center will be staffed by Foundation personnel experienced in Humanitarian and Educational programs as well as Fund Development. If this new pilot project is successful, the service will expand to offer more options and more countries. Rotarians seeking contribution reports, questions on Matching Grants, Paul Harris Fellow recognition, and other general Foundation questions should be directed to the toll-free number first. The Contact Center is being managed by Clifton Healy.

2006-07 District Rotary Foundation Seminar Manual and Committee Manual

Production and delivery of the District Rotary Foundation Seminar Manual and the District Rotary Foundation Committee Manual are delayed due to challenges as a result of the computer system transition. However, both manuals are available on the website for download for 2005-06. Use the following link to access the Committee Manual <http://www.rotary.org/newsroom/downloadcenter/pdfs/300en.pdf>. Use <http://www.rotary.org/newsroom/downloadcenter/pdfs/438en.pdf> to access the Seminar Manual. Not much of the content/text in the 2006-07 versions of the seminar and committee manual have changed, however, formatting has been improved. The powerpoint presentations usually sent with the seminar manual have been updated, and will be sent out to the RRFCs within the next week with instruction to distribute as necessary to their districts. If you need assistance accessing this information, please contact Melanie.Davis@rotary.org or 847-866-4451.