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Name

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District

# DISTRICT ROTARACT REPRESENTATIVE-ELECT WORKBOOK

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**2026 ROTARACT ZONE INSTITUTE, CHENNAI, INDIA**

Hosted by Rotary  
District 3234

Rotaract  
District 3234



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# ROTARACT ZONE INSTITUTE - CHENNAI

March 2026

Dear RZI Chennai 2026 Delegates,

Welcome to the Rotaract Zone Institute – Chennai 2026 hosted by RI District 3234.

RZI is designed to prepare you for the leadership journey ahead and to create a space where meaningful connections, collaborations, and shared learning can take shape. Over the next few days, you will engage with Rotaract leaders from across Zones, districts, and countries — making RZI a truly international and enriching experience.

Your cohort team discussions, breakout sessions, general sessions and panel discussion will bring together diverse perspectives and lived experiences. We encourage you to actively participate, introduce yourself, share your challenges, and exchange ideas on leadership, membership, service, and impact. There is immense value in learning from one another — often, the most powerful insights come from peer conversations.

This RZI Workbook is your most important companion throughout the institute. Use it in every session to note down ideas, frameworks, reflections, and contact details of fellow leaders, mentors, and potential collaborators. Ask questions freely during sessions — the facilitators are here to guide discussions and help you explore solutions together.

At the end of each day, take time to reflect on what you've learned and how it applies to your district or role. Use these reflections to refine your vision, align your goals, and plan your year ahead. By the final sessions of RZI, you should feel equipped to move forward with clarity, confidence, and purpose.

Even after RZI concludes, this workbook will remain a valuable reference — capturing strategies, insights, and commitments that will guide you throughout the year.

We wish you a meaningful learning experience at RZI Chennai 2026 and every success in the leadership journey ahead.

Sincerely,

Rtn/Rtr. Sasikumar J  
Chairperson  
RZI 2026-Chennai

Rtr. Sathish Kumar S  
Host DRR & Secretary  
RZI 2026-Chennai

Rtr. Vignesh Chandran  
DRR Elect & Co-Chair  
RZI 2026-Chennai

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# ADVANCING OUR ACTION PLAN



LEARNING FACILITATOR: \_\_\_\_\_

**Action Plan strategic priorities:** *increase our impact, expand our reach, enhance participant engagement, increase our ability to adapt*

## LEARNING OBJECTIVES

At the end of this session, you will be able to:

1. Understand the purpose and structure of Rotary's Action Plan.
2. Identify the four strategic priorities and what they mean for Rotaract districts.
3. Connect the Action Plan to their district goals, projects, and leadership roles.
4. Recognize common gaps between strategy and execution.

### GENERAL SESSION NOTES

*(Key insights, reflections, or key ideas from the keynote and discussion.)*

**How will you use the Action Plan to guide your district leadership this year?**

*(Example 1: "We will review every major district initiative under one of the four priorities.")*

*(Example 2: "We will conduct feedback calls with club presidents to improve engagement")*

# The ROTARY ACTION PLAN



**TOGETHER** WE SEE A WORLD  
WHERE **PEOPLE** UNITE AND TAKE ACTION  
TO **CREATE** LASTING  
**CHANGE** ACROSS THE GLOBE  
IN OUR COMMUNITIES AND IN OURSELVES

As we work together to build a stronger world, **Rotary's Action Plan** — our strategic plan — is leading our organization to form more meaningful connections and make a more sustainable difference through service. Using the plan's four priorities as a guide, we're fulfilling the vision of Rotary International and The Rotary Foundation: creating healthy clubs, providing engaging experiences for all, and uniting people to take action with us to create lasting change.

## INCREASE OUR IMPACT

- Eradicate polio and leverage the legacy
- Focus our programs and offerings
- Improve our ability to achieve and measure impact

## EXPAND OUR REACH

- Grow and diversify our membership and participation
- Create new ways for participants to experience Rotary
- Increase club flexibility and appeal
- Build understanding of our impact and brand

## ENHANCE PARTICIPANT ENGAGEMENT

- Support clubs to better engage their members
- Improve understanding and support for individual participants
- Offer new opportunities for personal and professional connection
- Provide learning opportunities for leadership development and skill building

## INCREASE OUR ABILITY TO ADAPT

- Build a culture of research, innovation, and willingness to take risks
- Streamline governance, structure, and processes
- Foster more diverse perspectives in decision making

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# UNDERSTANDING THE ROTARY ACTION PLAN

## What is the Action Plan?

The Rotary Action Plan is Rotary's global strategic roadmap to ensure all clubs and districts focus on:

1. Increase Our Impact
2. Expand Our Reach
3. Enhance Participant Engagement
4. Increase Our Ability to Adapt

It is not a document for Rotary alone — it is a direction for Rotaract as well.



## WHY THIS SESSION MATTERS?

The Rotary Action Plan is not just a global document —

it is a leadership compass for every DRR and District Secretary.

Strong districts are not busy by chance.

They are aligned by design.

## Before today, how familiar were you with the Action Plan?

- Very familiar
- Somewhat aware
- Heard of it but unclear
- Not aware

## EXAMPLE FOR CLARITY

If your district:

- Conducts many projects but does not measure outcomes → **Impact is weak**
- Has the same clubs for years with no new clubs → **Reach is limited**
- Has declining attendance → **Engagement is weak**
- Resists new meeting formats or digital tools → **Adaptability is low**

## Which of the four priorities do you think most districts struggle with?

(Example: Many districts struggle with "Ability to Adapt" because they repeat the same formats every year.)

## WHAT THE ACTION PLAN MEANS FOR DRRS & SECRETARIES

The Action Plan becomes meaningful only when translated into district decisions.



### How will you increase impact?

*(Example: Instead of 50 scattered projects, focus on 3 measurable signature initiatives.)*



### How will you enhance engagement?

*(Example: Start 5 new clubs in professional spaces or underserved communities.)*



### How will you expand reach?

*(Example: Improve onboarding so new members feel included within 30 days.)*



### How will you adapt?

*(Example: Introduce hybrid meetings, digital reporting, or flexible membership models.)*

**Which of the four priorities is currently weakest in your district and why?**

*(Example: Expand our Reach- Our district has not started any new clubs in the last two years. Most clubs are college-based, and we have not explored professional or community-based clubs.)*

## MULTI YEAR GOALS FOR ROTARACT CLUBS

### DISTRICT GROWTH & SUSTAINABILITY PLANNING

- What should be the total district membership by the end of this Rotary Year?
- How many new Rotaract clubs should be chartered this year?
- How many clubs should achieve net positive membership growth?
- How many district signature projects should continue for more than one year?
- How many Rotary–Rotaract collaboration projects should be implemented?
- Does your district have a documented strategic plan beyond one year?

#### WHY THREE-YEAR THINKING MATTERS?

Strong districts are not built in one year.

They are built through continuity.

As DRRs & Secretaries, you are custodians of momentum — not just one-year managers.



**How will you help clubs apply the Action Plan to their goals and track progress consistently?**

*(Example: Introduce quarterly review meetings aligned with the four priorities.)*

# MEMBERSHIP GROWTH & NEW CLUB DEVELOPMENT

 **LEARNING FACILITATOR:** \_\_\_\_\_

**Action Plan strategic priorities:** *expand our reach & enhance participant engagement*

## LEARNING OBJECTIVES

At the end of this session, you will be able to:

1. Identify key membership challenges in your district.
2. Apply practical strategies to improve engagement and retention.
3. Identify potential communities and institutions for new Rotaract clubs.
4. Understand the step-by-step process of forming and chartering new clubs.

**GENERAL SESSION NOTES**  
*(Key insights, reflections, or key ideas from the keynote and discussion.)*

## DISTRICT SNAPSHOT – QUICK SELF CHECK

INDICATOR	STRONG	MODERATE	NEEDS IMMEDIATE ATTENTION
Membership trend over the past 2 years	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Consistency of club meeting attendance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Member participation in service projects	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ability to attract new and diverse members	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Retention of members beyond 1 year	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**What is the biggest reason for membership growth or decline or stagnation in my district?**

*(Example: "Meeting formats are outdated and not attractive to working professionals.")*

# COACHING FOR A POSITIVE ROTARACT CLUB EXPERIENCE

## Why Club Experience Matters?

Research and real-world Rotaract experience show that members stay not because of events — they stay because of experience.

Club experience directly impacts:

1. Attendance consistency
2. Membership retention
3. Leadership development
4. Professional growth
5. Long-term district sustainability

Strong clubs are built on intentional experience design.

**Strong club experience leads to better engagement, retention, and leadership growth.**

## What are the the Key Elements of a Healthy Rotaract Club?

1. *Enjoyable and meaningful meetings*

2.

3.

4.

5.

## ANALYZE ONE CLUB FROM YOUR DISTRICT

CLUB AREA	WHAT IS HAPPENING NOW?	WHAT SHOULD CHANGE?
Meeting structure & energy		
Leadership involvement & role clarity		
Member participation & ownership		
Belonging & fellowship culture		
Relevance & impact of service		

**What is one specific coaching action I will implement within the next 60 days to strengthen club experience in my district?**

*(Example: "I will introduce a simple member satisfaction survey template and ask all clubs to conduct it within the next 60 days.")*

## CASE STUDY: ADDRESSING MEMBERSHIP DECLINE

You are visiting a Rotaract club whose membership has declined from 50 members to 20.

Current Situation:

1. Inconsistent meeting attendance
2. Low participation in service projects
3. Projects not aligned with community needs or member interests
4. Club membership does not reflect changing youth demographics
5. Members struggling to balance Rotaract with work/studies
6. Concerns about membership fees

**What are the real root causes behind this decline?**

*(Example: No structured onboarding or mentorship.)*

**What practical steps should club leadership take immediately in next 90 days?**

*(Example: Redesign meeting structure to include interactive elements.)*

**As a DRR, how will you guide this club without taking control?**

*(Example: Help create a 90-day recovery roadmap.)*

# NEW CLUB DEVELOPMENT – OPPORTUNITIES & CASE STUDY

## IDENTIFYING OPPORTUNITIES

CATEGORY	POSSIBLE INSTITUTIONS / GROUPS IN MY DISTRICT
Colleges / Universities	
Young Working Professionals	
Corporates / Industries	
Community-Based Youth Groups	

*Example: IT parks with large young workforce, private universities with 2,000+ students, startup communities, women entrepreneur networks.*

## CASE STUDY 2: DESIGNING A CLUB FOR WORKING PROFESSIONALS

A group of young working professionals have expressed interest in joining Rotaract, but they face certain practical challenges. Due to demanding work schedules, they have limited time to commit to traditional meeting structures. They prefer flexible and adaptable meeting formats and are particularly interested in networking opportunities and skill development. At the same time, they have concerns about the cost of meetings and are questioning the value of membership dues at both the RI and district levels. As a district leader, you must design a club model that addresses these expectations while maintaining the spirit and structure of Rotaract.

**What type of Rotaract club would best suit this group?**

Institution-based

Community-based

Professional / Passport

**What meeting format and activities would work best?**

*Example: Monthly hybrid meetings with one professional development session and one networking activity, along with quarterly service projects aligned to members' interests.*

**What is the first step you will take to charter this club?**

*Example: Conduct an interest meeting and identify at least 15 committed charter members.*

## How does this new club support the Action Plan priority of expanding our reach?

*(Example: This club expands Rotaract's reach by engaging young professionals who are not currently represented in existing clubs.)*

## DRR COMMITMENT

In my Rotary Year, I commit to:

- Strengthening \_\_\_\_\_ existing clubs
- Chartering \_\_\_\_\_ new Rotaract clubs
- Membership Retention Percentage \_\_\_\_\_
- Membership Growth Percentage \_\_\_\_\_

# MEMBERSHIP RETENTION & CLUB SUSTAINABILITY



LEARNING FACILITATOR: \_\_\_\_\_

**Action Plan strategic priorities:** *expand our reach & increase our ability to adapt*

## LEARNING OBJECTIVES

At the end of this session, you will be able to:

1. Understand why members stay and why members leave
2. Identify common reasons for member drop-off and club inactivity
3. Learn how club experience influences retention
4. Apply techniques to improve member engagement and belonging
5. Understand how club culture drives long-term sustainability
6. Develop simple retention plans that clubs can implement immediately

## WHY MEMBERS STAY & WHY MEMBERS LEAVE

### UNDERSTANDING RETENTION

Members rarely leave because of one major issue.

They leave because of small, repeated experiences that gradually reduce their sense of belonging.

1. Disconnected from leadership or decision-making
2. Unvalued or unrecognized
3. Overburdened without support
4. Uninspired by meetings or projects
5. Not growing personally or professionally
6. Financially strained without clear value

**Based on your district experience, tick the three most common patterns you observe:**

- Low meeting engagement
- Poor onboarding of new members
- Limited leadership opportunities
- Repetitive or low-impact projects
- Weak fellowship culture
- Lack of communication from leadership
- Time constraints of working members

### What is the primary retention challenge in my district?

(Example: "Members feel unvalued because recognition and involvement are limited.")

## CLUB EXPERIENCE, ENGAGEMENT & SENSE OF BELONGING

### HOW CLUB EXPERIENCE AFFECTS RETENTION

Retention improves when members:

- Feel welcomed and included
- Have clarity about their roles
- See value beyond meetings
- Build meaningful relationships
- Experience personal growth



### 60-Day Leadership Focus

As a DRR, identify one engagement factor to improve across your district within the next 60 days.

### ENGAGEMENT DIAGNOSTIC

ENGAGEMENT FACTOR	STRONG	NEEDS IMPROVEMENT
New member onboarding		
Role clarity & delegation		
Meeting engagement		
Professional development opportunities		
Recognition & appreciation		
Fellowship & bonding culture		

■ Ex: If new members attend meetings but are never assigned roles, they may disengage within 3–6 months.

### Which one engagement factor, if improved, will have the maximum impact on retention in my district?

(Example: "Ensuring presidents personally check in with inactive members may reduce silent drop-offs.")

# ACTION PLAN CASE STUDY – MEMBER DROP-OFF

## CASE STUDY: ACTIVE BUT SHRINKING CLUB

A Rotaract club is operational and conducts regular meetings and service projects. However, attendance is gradually declining. Only a small group of members actively participate, while others remain passive. New members often leave within the first six months. Leadership responsibilities are concentrated among the same few individuals, and fellowship activities are minimal. Despite being “active,” the club is slowly shrinking.

**At what stage are members most likely to disengage?**

- Immediately after joining
- After 3–6 months
- After one year
- After holding a leadership role

**What are the real reasons members are slowly dropping off?**

*Example: “New members are not properly oriented or mentored during their first 60 days.”*

**As a DRR, how can you help the club leadership improve retention without micromanaging?**

*Example: “Connect struggling clubs with high-retention clubs to share best practices.”*

## CLUB CULTURE, SUSTAINABILITY & RETENTION PLANNING

### WHY CLUB CULTURE MATTERS

The Sustainable Rotaract clubs are not dependent on one strong president or one exceptional year.

They are built on systems, shared ownership, and culture.

Healthy clubs demonstrate:

- Shared values and clear purpose
- Inclusive and distributed leadership
- A culture of respect, trust, and accountability
- Balance between service, growth, and fellowship
- Continuity planning beyond one Rotary year

**Strong club culture creates emotional commitment — not temporary participation.**

**Culture ensures continuity even when leaders change**

## IDENTIFYING CLUB CULTURE HEALTH

Review the statements below and tick those that best describe the culture observed across most clubs in your district. You may select multiple statements.

### CLUB CULTURE ASSESSMENT

STATEMENT	OBSERVED IN MOST CLUBS	COMMENTS
Leadership responsibilities are shared	<input type="checkbox"/>	
Members openly share ideas	<input type="checkbox"/>	
New members feel welcomed and heard	<input type="checkbox"/>	
Fellowship is natural, not forced	<input type="checkbox"/>	
Leadership transition is planned	<input type="checkbox"/>	
Decision-making is centralized	<input type="checkbox"/>	
Only a few members are active	<input type="checkbox"/>	
Conflict is avoided, not addressed	<input type="checkbox"/>	
Recognition is rare	<input type="checkbox"/>	
Leadership changes create instability	<input type="checkbox"/>	

**Based on your assessment, what is the biggest cultural risk affecting sustainability in your district?**  
*(Example: "Leadership responsibilities are concentrated among a few members, limiting continuity.")*

## DRR COMMITMENT

In my Rotary Year, I commit to:

- Supporting clubs to reduce drop-outs by \_\_\_\_\_ %
- Ensuring every club has a basic retention plan
- Reviewing district retention status every \_\_\_\_\_ months
- Encouraging leadership transition planning in every club

# INCREASING OUR IMPACT



LEARNING FACILITATOR: \_\_\_\_\_

**Action Plan strategic priorities:** *Increase Our Impact*

## LEARNING OBJECTIVES

At the end of this session, you will be able to:

1. Differentiate between activity-driven service and impact-driven service
2. Design projects with measurable outcomes
3. Align district initiatives with Rotary’s Areas of Focus
4. Strengthen visibility through impact storytelling
5. Build sustainable, signature projects

## ACTIVITY-BASED VS IMPACT-AIMED SERVICE

ACTIVITY-BASED	IMPACT-AIMED SERVICE
<b>Explanation:</b>	
Activity-based service focuses on <b>output</b> .	Impact-aimed service focuses on <b>outcome</b> .
<b>Activity Asks:</b>	
What did we do?	What changed because of what we did?
<b>Example:</b>	
Conducted a medical camp for 200 people.	Screened 200 individuals, identified 35 high-risk cases, and ensured 12 received follow-up treatment within 60 days.

**Think about one recent major project in your district. Are we measuring outputs or outcomes?**

*(Example: "We report number of trees planted but do not track survival rate.")*

# DESIGNING PROJECTS WITH MEASURABLE OUTCOMES

## STEP 1: DIAGNOSE THE CURRENT PROJECT

Choose one major project from your district.

Project Name: \_\_\_\_\_

Now evaluate honestly:

QUESTION	YES	NO
Is the problem clearly defined?		
Are beneficiaries clearly identified?		
Is there a measurable outcome defined?		
Is there a follow-up plan?		
Is impact documented and shared?		

## STEP 2: REDESIGN FOR IMPACT

Now improve it.

PROBLEM WE ARE SOLVING	MEASURABLE OUTCOME WE WILL TRACK	HOW WE WILL MEASURE IT	HOW WE WILL SHOWCASE IT

## STEP 3: IMPACT UPGRADE REFLECTION

What one improvement would significantly increase the impact of this project?

*(Example: "Adding a 3-month follow-up survey to measure real change.")*

# ALIGNING WITH ROTARY'S AREAS OF FOCUS

## WHY STRATEGIC ALIGNMENT MATTERS

Projects aligned with Rotary's Areas of Focus:

- Strengthen collaboration with Rotary clubs
- Improve eligibility for District & Global Grants
- Attract CSR and institutional partnerships
- Build thematic continuity across years
- Increase credibility and long-term sustainability

Alignment creates

**DEPTH.**

Scattered projects create

**SHORT-TERM VISIBILITY**

## ROTARY'S AREAS OF FOCUS



PEACEBUILDING AND CONFLICT PREVENTION



DISEASE PREVENTION AND TREATMENT



WATER, SANITATION, AND HYGIENE



MATERNAL AND CHILD HEALTH



BASIC EDUCATION AND LITERACY



COMMUNITY ECONOMIC DEVELOPMENT



ENVIRONMENT

## DISTRICT IMPACT ALIGNMENT AUDIT

Review your district's major projects and map them to Areas of Focus.

PROJECT NAME	AREA OF FOCUS	MEASURABLE OUTCOME DEFINED?	IS THIS A ONE-TIME OR ONGOING INITIATIVE?
		<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> One-Time <input type="checkbox"/> Ongoing
		<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> One-Time <input type="checkbox"/> Ongoing
		<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> One-Time <input type="checkbox"/> Ongoing

**Does your district focus deeply on 1–2 priority causes, or are projects spread across many unrelated activities?**

*(Example: "We run multiple environment projects each year, building long-term visibility.")*

**If someone asks, 'What is your district known for?' — can you answer clearly?**

*(Example: "We are known for our district-wide menstrual hygiene initiative covering 25 rural schools annually.")*

# IMPACT → VISIBILITY → SUSTAINABILITY

## HOW IMPACT BUILDS VISIBILITY

When projects are measurable, consistent, and outcome-focused:

- Communities talk about them
- Rotary partners with confidence
- Media coverage improves
- Sponsors invest with trust
- Members feel proud to belong

Impact builds **CREDIBILITY.**

Credibility builds **VISIBILITY.**

Visibility attracts **GROWTH and SUSTAINABILITY.**

### INPUT

The funding, time, training, or other materials that we invest in a project..

### OUTPUT

The immediate results of activities that have taken place, such as the number of people trained or the amount of materials delivered.

### OUTCOME

The intermediate results of our actions, such as changes in attitude or behavior in the target population.

### IMPACT

The positive, long-term change resulting from our actions. These are measurable improvements that wouldn't have occurred otherwise.

## CASE STUDY: From One-Time Tree Plantation to Environmental Movement

A district used to conduct annual tree plantation drives, planting 1,000 saplings each year. However, there was no follow-up tracking, and survival rates were unknown.

THE DISTRICT REDESIGNED THE INITIATIVE	RESULT
<ul style="list-style-type: none"> <li>• Identified specific low-green-cover zones</li> <li>• Partnered with Rotary clubs and local schools</li> <li>• Assigned eco-clubs to monitor plant survival</li> <li>• Tracked 6-month and 12-month survival rates</li> <li>• Documented before-and-after environmental data</li> <li>• Shared measurable results through media and social platforms</li> </ul>	<ul style="list-style-type: none"> <li>• Survival rate improved from 40% to 82%</li> <li>• The initiative became a 3-year district environmental campaign</li> <li>• Rotary clubs co-sponsored expansion</li> <li>• Media featured the project</li> <li>• CSR partners showed interest in scaling it</li> </ul>

The project evolved from an annual activity into a recognized district signature initiative.

### What made this project sustainable?

- Continuity
- Measurement
- Partnership
- Visibility

**What is one existing project in your district that can become a signature impact initiative?**

*Example: "Our annual blood donation drive can evolve into a year-round donor registry and follow-up awareness campaign."*

## DRR COMMITMENT

In my Rotary Year, I commit to:

- Focusing on \_\_\_\_\_ priority impact areas
- Ensuring measurable outcomes for all major district projects
- Aligning projects with at least \_\_\_\_\_ Rotary Areas of Focus
- Presenting structured impact reports every \_\_\_\_\_ months

# SERVICE PROJECTS THROUGH TRF GRANTS



LEARNING FACILITATOR: \_\_\_\_\_

**Action Plan strategic priorities:** *Increase our Impact*

## LEARNING OBJECTIVES

At the end of this session, you will be able to:

1. Gain a basic understanding of The Rotary Foundation and available grant types
2. Understand how Rotaract clubs can collaborate with Rotary clubs for grant-supported projects
3. Identify key requirements and documentation involved in TRF grants
4. Explore examples of successful Rotary & Rotaract associated grant projects

## ALIGNING WITH ROTARY'S AREAS OF FOCUS

### WHAT IS THE ROTARY FOUNDATION?

The Rotary Foundation (TRF) is Rotary's charitable arm that funds sustainable, high-impact service projects globally.

TRF focuses on:

- Long-term impact
- Sustainability
- Measurable outcomes
- Alignment with Rotary's Areas of Focus

### TYPES OF TRF GRANTS (BASIC OVERVIEW)

GRANT TYPE	WHAT IT SUPPORTS	LEVEL
District Grants	Smaller, short-term projects	Local
Global Grants	Larger, sustainable projects	International
Disaster Response Grants	Emergency relief	Immediate

#### How familiar am I with TRF grant processes?

- Very familiar
- Somewhat aware
- Limited knowledge

# ROTARACT & ROTARY COLLABORATION

## WHY COLLABORATION MATTERS

Rotaract clubs cannot apply independently for most grants, but can:

- Partner with Rotary clubs
- Design and implement projects
- Lead community assessment
- Manage beneficiary engagement
- Support reporting and visibility

Grant projects strengthen:

- Rotary–Rotaract relationships
- District credibility
- Project sustainability

## THINK ABOUT YOUR DISTRICT:

How many Rotary clubs actively apply for TRF grants?

Many

Few

None

Do Rotaract clubs actively collaborate in grant-based projects?

Yes

No

Not Sure

What stops collaboration?

Lack of awareness

Communication gap

Documentation fear

Leadership disconnect

What role can a DRR play in bridging Rotary & Rotaract for TRF projects?

*Example: "Identify Rotary clubs that actively apply for grants and connect them with strong Rotaract clubs that can support implementation"*

# KEY REQUIREMENTS & DOCUMENTATION

## WHAT MAKES A PROJECT GRANT-READY?

TRF-funded projects require:

- Clear community needs assessment
- Alignment with Areas of Focus
- Measurable and sustainable outcomes
- Budget transparency
- Proper documentation
- To Identify suitable cooperating partner for implementation

## BASIC GRANT READINESS CHECKLIST

Before approaching Rotary for a TRF supported project, ask:

REQUIREMENT	READY	NEEDS WORK
Identified community need	<input type="checkbox"/>	<input type="checkbox"/>
Defined measurable outcomes	<input type="checkbox"/>	<input type="checkbox"/>
Sustainability plan	<input type="checkbox"/>	<input type="checkbox"/>
Budget clarity	<input type="checkbox"/>	<input type="checkbox"/>
Rotary partner identified	<input type="checkbox"/>	<input type="checkbox"/>

## MINI-EXERCISE: IS THIS PROJECT GRANT-READY?

### EXAMPLE IDEA

Installing RO water systems in 5 rural schools.

### QUESTION

Which Area of Focus does this align with?

What sustainability plan is required?

What data should be collected?

Write your thoughts:

# FROM IDEAS TO GRANT-READY PROJECTS

## LEARNING FROM SUCCESSFUL GRANT PROJECTS

Below are examples of TRF-supported initiatives:

- Community dialysis center
- School sanitation program
- Vocational training for women
- Rainwater harvesting systems
- Medical equipment for government hospitals

**Successful grant projects are not one-time events — they are structured, measurable, and sustainable.**

What common factors made these projects successful?

- |  |   |
|--|---|
| <input type="checkbox"/> Strong community needs assessment | <input type="checkbox"/> Measurable outcomes    |
| <input type="checkbox"/> Rotary-Rotaract collaboration     | <input type="checkbox"/> Proper documentation   |
| <input type="checkbox"/> Sustainability plan               | <input type="checkbox"/> Long-term impact focus |

## DISTRICT GRANT IDEATION EXERCISE

### STEP 1 – IDENTIFY POTENTIAL AREAS

Which Area of Focus is most relevant in your district?



PEACEBUILDING AND  
CONFLICT PREVENTION



DISEASE PREVENTION  
AND TREATMENT



WATER, SANITATION  
AND HYGIENE



MATERNAL AND  
CHILD HEALTH



BASIC EDUCATION  
AND LITERACY



COMMUNITY ECONOMIC  
DEVELOPMENT



ENVIRONMENT

### STEP 2 – DESIGN A POTENTIAL TRF-READY PROJECT

PROJECT IDEA 1	PROJECT IDEA 2
Area of Focus: _____	Area of Focus: _____
Community Need Identified: _____	Community Need Identified: _____
Possible Rotary Partner: _____	Possible Rotary Partner: _____
What makes this sustainable?	What makes this sustainable?

## DRR COMMITMENT

In my Rotary Year, I commit to:

- Conducting at least \_\_\_\_\_ Rotary–Rotaract collaboration meetings focused on 'TRF'
- Identifying \_\_\_\_\_ 'TRF'-ready project opportunities
- Encouraging Rotary partnership in sustainable, measurable initiatives
- Tracking progress on potential grant projects quarterly

# FROM FEAR TO FIRE : CAPTURING MY EMPOWERMENT JOURNEY

## PRE-WALK REFLECTION

1. How am I feeling right now (scale 1–10)?

① ② ③ ④ ⑤ ⑥ ⑦ ⑧ ⑨ ⑩

2. What fears or doubts am I carrying right now?

3. What limiting belief is holding me back?

4. What is one intention I have for this firewalk?

## FIREWALK EXPERIENCE

Describe the moment you took your first step. *(Write what you felt physically and emotionally)*

What sensations were in your body as you walked? *(Describe heat, fear, focus, etc.)*

What emotions arose as you crossed the fire? *(Write them down)*

## POST-WALK REFLECTION

1. How am I feeling right now (scale 1–10)?

① ② ③ ④ ⑤ ⑥ ⑦ ⑧ ⑨ ⑩

2. What has shifted inside me? *(Reflect on your transformation)*

3. What mental barriers or blocks did I break through? *(Identify them)*

4. What new confidence do I have about my life? *(Write a few sentences)*

## ACTION STEPS

What is one bold step I will take in the next week? *(Write a specific action)*

Who will I share my insight with to stay accountable? *(Name a person)*

How will I remind myself daily of this confidence shift? *(Write a phrase, affirmation, or practice)*

# FROM VISION TO ACTION: DISTRICT & CLUB GOALS

## SETTING SMART DISTRICT GOALS

### WHY SMART GOALS MATTER

Many district goals fail not because leaders lack passion — but because goals are:

- Too broad
- Not measurable
- Not time-bound
- Not clearly owned

**SMART** goals help transform vision into clear, trackable actions

Clear  
**GOALS** create  
accountable  
leadership.

### WHAT IS SMART GOAL?

A goal is SMART when it is:



**Specific**



**Measurable**



**Achievable**



**Relevant**



**Time-Bound**

<b>SPECIFIC</b>	Clearly defines what you want to achieve.
<b>MEASURABLE</b>	Has numbers or indicators to track progress.
<b>ACHIEVABLE</b>	Realistic based on district capacity.
<b>RELEVANT</b>	Aligned with Rotary's Action Plan priorities
<b>TIME-BOUND</b>	Has a clear deadline.

### EXAMPLE: MEMBERSHIP GOAL

WEAK GOAL (NOT SMART)	SMART GOAL VERSION										
Increase membership in the district. <ul style="list-style-type: none"> <li>• Not specific</li> <li>• Not measurable</li> <li>• No timeline</li> </ul>	Achieve a net membership growth of 250 Rotaractors by chartering 5 new clubs and improving retention to 92% by 30 June 2026.										
	<table border="1"> <tr> <td><b>SPECIFIC</b></td> <td>Net growth of 250 members</td> </tr> <tr> <td><b>MEASURABLE</b></td> <td>250 members, 5 new clubs, 92% retention</td> </tr> <tr> <td><b>ACHIEVABLE</b></td> <td>Based on district's past growth trend</td> </tr> <tr> <td><b>RELEVANT</b></td> <td>Supports Expand Our Reach priority</td> </tr> <tr> <td><b>TIME-BOUND</b></td> <td>By 30 June 2026</td> </tr> </table>	<b>SPECIFIC</b>	Net growth of 250 members	<b>MEASURABLE</b>	250 members, 5 new clubs, 92% retention	<b>ACHIEVABLE</b>	Based on district's past growth trend	<b>RELEVANT</b>	Supports Expand Our Reach priority	<b>TIME-BOUND</b>	By 30 June 2026
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<b>RELEVANT</b>	Supports Expand Our Reach priority										
<b>TIME-BOUND</b>	By 30 June 2026										

**Why did you choose to serve as DRR / DRS this year?** *(What personal or leadership calling made you step into this role?)*

**What are your top three leadership strengths?**

1.

2.

3.

**What is your vision for your district this Rotary Year?** *(If your year is highly successful, what will be different by June 30?)*

**What challenges may prevent you from achieving your vision?**

*(Internal or external barriers — time, team, finances, alignment, etc.)*

**What two priorities will you focus on as DRR / DRS?** *(Choose what will truly move your district forward.)*

1.

2.

**How will you take action on these two priorities?** *(What concrete steps will you implement?)*

Priority 1 Action Plan:

Priority 2 Action Plan:

**What motivates you as a leader?**

**What drains your energy or focus?**

# DISTRICT GOAL SETTING

## INCREASE OUR IMPACT

- Contribute a minimum of \_\_\_\_\_ USD to TRF
- Plant at least \_\_\_\_\_ trees through clubs and through District
- Conduct \_\_\_\_\_ number of service projects aligned with Rotary's Areas of Focus
- Ensure \_\_\_\_\_ projects have measurable outcomes
- Implement at least \_\_\_\_\_ sustainable district-level impact initiatives
- Support Rotary–Rotaract collaboration in \_\_\_\_\_ grant-ready projects
- Document and publish impact reports every \_\_\_\_\_ months

## EXPAND OUR REACH

- Increase total district membership to \_\_\_\_\_
- Achieve at least \_\_\_\_\_ net gain in membership of new Rotaractors
- Charter \_\_\_\_\_ new Rotaract clubs
- Support at least \_\_\_\_\_ Rotaractors in transitioning to Rotary
- Strengthen partnerships with \_\_\_\_\_ Rotary clubs
- Promote district visibility through \_\_\_\_\_ signature campaigns
- Publish at least \_\_\_\_\_ district story in Rotary Magazine
- Increase diversity in membership representation
- Ensure all District information is backed up and maintained on the District website as a one-stop centre

## ENHANCE PARTICIPANT ENGAGEMENT

- Conduct district-level leadership sessions \_\_\_\_\_ times a year
- Organize district leadership trainings \_\_\_\_\_ times this year
- Retain at least \_\_\_\_\_ % of club members
- Make sure \_\_\_\_\_ % of clubs follow a proper new member onboarding process
- Increase average attendance at district events to \_\_\_\_\_ %
- Conduct at least \_\_\_\_\_ Alumni meet at the District Level
- Conduct membership satisfaction surveys \_\_\_\_\_ times this year at District Level

## ENHANCE PARTICIPANT ENGAGEMENT

- Conduct \_\_\_\_\_ Rotary–Rotaract collaboration meetings
- Implement digital reporting systems across \_\_\_\_\_ clubs
- Encourage innovation and flexible meeting models
- Review district strategy every \_\_\_\_\_ months



## 2026 ROTARACT ZONE INSTITUTE RESOURCES

### General Resources

[Documenting Expenses](#)  
[Rotary Learning Center](#)  
[2026 Rotary International Convention in Taipei, Taiwan](#)  
[2027 Rotary International Convention in Dubai, UAE](#)

### Membership Resources

For all membership resources, visit [rotary.org/membership](https://rotary.org/membership)  
[Membership Assessment Tools](#)  
[Membership Satisfaction Survey](#)  
[Designing Your Rotary Experience](#)  
[Club Health Check](#)  
[New Rotaract Club Chartering](#)  
[What Makes Up the Club Experience?](#)  
[State of Membership presentation](#)  
[Club model ideas and examples](#)

### Leadership Development Through Rotary

[Rotary's Change Model Course](#)

### Advancing Our Action Plan

[2026-27 Annual Message](#)  
[Action Plan Resources](#)  
[What Clubs Can Do Flyer](#)  
[Strategic Planning Guide](#)  
[Communication Guide](#)

### Doing Good in World

[End Polio Now](#)  
[Global Polio Eradication Initiative\(GPEI\)](#)  
[The Rotary Foundation Reference Guide](#)  
[Giving & Grants newsletter](#)  
[A Guide to Global Grants](#)  
[Rotary's Programs of Scale](#)  
[Grant Competition Handbook](#)

### Expanding Our Reach

[Brand Center](#)  
[People of Action messaging](#)  
[Enhancing Our Public Image page](#)  
[Messaging Guide](#)



### Stay Connected with the RSAMDIO Resource Center

Access essential Rotary & Rotaract resources anytime, anywhere.

SCAN THE QR CODE TO STAY UPDATED

**Rotary**  
District 3234



**Rotaract**  
District 3234



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