

Thank you for your interest in starting a new Rotary Fellowship. Rotary Fellowships are groups of Rotarians, their family members, Rotaractors, program participants, and alumni who globally unite around a common interest, vocation or recreational activity, with the primary purpose to network and further friendship. For general information on Rotary Fellowships program, I encourage you to visit www.rotary.org/fellowships.

New proposed Rotary Fellowships are subject to review by the RI Global Networking Groups Committee and the RI Board of Directors for recognition. You may wish to discuss your idea with some of the existing fellowships to gain insight into the details of managing an international group, especially on matters such as structure, bylaws, appropriate membership dues, communication between members, and election and changeover of officers. Addressing these administrative issues early on can help to ensure the long term viability of a fellowship. Consider using Rotary's <u>online discussion groups</u> to network with prospective international supporters.

Please note that as Rotary Fellowships are run independently of Rotary International, the official name for any fellowship may not use the word "Rotary" or the acronym "RI." Rotary Fellowships' website URLs also may not use these terms. Prospective groups are asked to clearly indicate that they are "proposed" or "in formation" in any web or promotional materials. Fellowships are encouraged to use the standard logo template, displayed on page 21 of <u>Rotary's Voice and Visual Identity Guidelines</u> that recognized fellowships are encouraged to use. Any non-standard logos must be submitted to RI for approval before use.

Before beginning to work on your application materials, review Rotary's Code of Policies for Rotary Fellowships.

To apply for recognition as a Rotary Fellowship, complete and submit <u>this online application</u>. You will need to prepare the following items in order to complete the online application.

- Proposed bylaws or constitution consistent with RI policy (we encourage you to use <u>this template</u> as the basis for your bylaws)
- List of proposed officers (a minimum of three) including their name, address, phone number, Rotary/Rotaract Club (if applicable), Country, Fellowship Role, and Description of Responsibilities
- Recruit at least 25 willing members from at least five different countries

• Website or social media page plan: a short description of your proposed web plan including which digital platform the group will use (web page, social media page, etc.) and the proposed webpage URL.

After a preliminary review by staff, the Global Networking Groups Committee and the Board of Directors will review your proposal and decide whether to officially recognize your group as a Rotary Fellowship. At any point during the application process, suggestions may be offered to you and additional information may be requested from you. Please note that groups denied recognition may not reapply for a period of two years, so it is important to plan your proposal carefully before submitting it.

To help you get started, please review the following resources:

RI's current policies for Rotary Fellowships Recommended standard bylaws for Rotary Fellowships Rotary's Voice and Visual Identity Guidelines The Rotary Fellowships flier Link to online submission Form

Please feel free to contact <u>rotaryfellowships@rotary.org</u> if you have any questions. Thank you again for your interest in Rotary Fellowships. We wish you the best in your efforts.