



Coordinator Communiqué

A Forum for Foundation News

June 2009



Success Stories

Interact Walk-a-thon

The San Mateo Interact Club hosted a 24 hour walk-a-thon for Rotary's US\$200 Million Challenge on 16 May. The walk occurred at San Mateo High School track. As part of the walk-a-thon festivities, there was a band, karaoke, movies and food. If a participant raised US\$100 or more, they were allowed to camp in the infield of the track. There were 85 participants in the walk and they raised nearly US\$8,000.

HBO's Documentary on Polio Eradication

HBO's 38-minute film "The Final Inch," filmed with Rotary's help and nominated for an Academy Award for Best Documentary Short, will be available for purchase at <http://www.thefinalinch.org> at the end of June. The proceeds generated from the sale of the DVD will be donated to Rotary's US\$200 Million Challenge.

Filed primarily in India, it gives a front line view of the battle to eradicate polio. Please share this film with others as we meet the challenge of wiping out the polio virus in the few remaining countries where it persists.

Rotary's US\$200 Million Challenge Update

Strategies for Meeting the Challenge

We are in the final month of the Rotary Year and together we have made great progress towards our goal. To date we, have raised over US\$81.7 million in cash, DDF and pledges towards our goal of US\$200 million. There is still time for clubs to submit their contributions for Rotary Year 2008-09.

We would encourage you to follow-up with districts that still have unallocated DDF available for the 2008-09 year. It is suggested that districts contribute 20% of their DDF to the Challenge. We ask you to personally thank any Districts in your zone that have donated 20% of their DDF and to encourage all districts to consider making a DDF donation of any amount to the Challenge even if they have already contributed to the Challenge from their DDF.

Also, many districts have started their planning for the upcoming Rotary Year, and we would encourage you to request that they consider using part of their DDF to support the Challenge. It is suggested that every District consider using as least 20% of their DDF to support the Challenge.

Please work with your districts to ensure that clubs have completed their Fund Development Goal Report form. It is very important that clubs complete this form so that we are able to ensure we are on track to reach US\$200 million. As of 10 June, we have received over 6000 polio club goals. This is the first year that DGEs will be able to report their club goals electronically via Member Access.

FUND DEVELOPMENT

Contributions Update

As of 31 May 2009, contributions to The Rotary Foundation totaled US\$128,467,781, a worldwide decline of -6.64% in total giving with Annual Programs Fund contributions down significantly at -15.56%. Rotary's US\$200 Million Challenge resulted in US\$22,290,233 in contributions to PolioPlus. Contributions to the Permanent Fund declined -38.12% to US\$8,862,499. Restricted Giving totaling US\$15,266,785 was down by -20.97%. Unrestricted – Other contributions (Donor Advised Fund) were also down by -2.03% to US\$2,099,570.

Contribution Totals for the 11 Months Ended 31 May 2009

	<u>MAY 2009</u>	<u>MAY 2008</u>	<u>Increase Decrease</u>
Annual Programs Fund	US\$ 80,557,704	US\$ 95,399,573	(15.56%)
PolioPlus	US\$ 22,290,223	US\$ 7,405,625	200.99%
Permanent Fund	US\$ 8,262,499	US\$ 13,353,079	(38.12%)
<u>Restricted Giving</u>	<u>US\$ 15,266,785</u>	<u>US\$ 19,317,913</u>	<u>(20.97%)</u>
SUBTOTAL	US\$126,377,211	US 135,476,190	(6.72%)
Unrestricted – Other	<u>US\$ 2,099,570</u>	<u>US\$ 2,143,175</u>	<u>(2.03%)</u>
TOTAL	US\$128,476,781	US\$137,619,365	(6.64%)

**Excludes contributions from the Bill and Melinda Gates Foundation and the Google Foundation. Restricted contributions include the sponsor portion of Matching Grants that are not recognized as contribution revenue on the financial statements as required by U.S. accounting standards.*

RRFC Year-End Call to Action to Reach Our APF Goal of US\$125,000,000

Thank you to all RRFCs who placed calls to their District Governors to encourage their clubs to send in their contributions before 30 June 2009. We appreciate your partnership with the Foundation Staff. This has been a challenging year for contributions to our Foundation, but Rotarians are some of the most generous people on earth. It is because of them – and you, that our Foundation is able to accomplish great things in the world.

Zone Team Training 2009-2010

With the exception of only three zones, all Zone Teams have been trained and are ready to begin their assignments on 1 July 2009. Thank you all for your prompt attention to this important assignment.

2009-10 Fund Development Club Goals Are Due Now

Club Presidents-elect should have submitted their Fund Development Club Goals to their District Governors-elect by 15 May 2009. DGEs can enter goals online through Member Access, they can forward them by email to: apf@rotary.org or send them to their regional RI Office. The Trustees

will determine the worldwide Annual Programs Fund Goal for announcement at the Birmingham Convention based on the club goals that have been submitted.

2008-09 Annual Club Banner Recognition

At the close and audit of the 30 June 2009 books, the Fund Development staff will be sending out recognition banners in late September to mid-October 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: Recognizes the top three clubs in each district with the highest per capita giving. A minimum of US\$50 is required to receive a banner.

Banner inquiries can be directed to: apf@rotary.org or erey@rotary.org.

Permanent Fund

On 30 April 2009, the Permanent Fund's net assets were US\$150.4 million. As of 30 April 2009, the estimated expectancies to the Permanent Fund stood at US\$404.8 million. Therefore, the Permanent Fund's net assets and expectancies were \$555.2 million as of 30 April 2009. The goal is to reach US\$1 billion by 2025.

Bequest Society Update

As of 31 May 2009, there were 6,748 Bequest Society commitments with an expected value of US\$290.7 million. These commitments represent a significant percentage of the expectancies to the Permanent Fund and an increase of 76 new bequests valued at more than US\$4.6 million since April. Will you include The Rotary Foundation in your will or other estate plan to forever be a part of Rotary's legacy of doing good in the world? www.rotary.org/bequest

Donor Advised Fund Update

As of 31 May 2009, there were 133 DAF accounts with a fair market value of US\$6.3 million. www.rotary.org/DAF

EDUCATIONAL PROGRAMS

Archbishop Desmond Tutu is Keynote Speaker at Rotary World Peace Symposium

Archbishop Emeritus Desmond Tutu will be the keynote speaker at the Rotary World Peace Symposium held immediately prior to the Rotary International Convention in Birmingham, England (18-19 June 2009).

Applications for Rotary World Peace Fellowships

Application deadline for 2010 Rotary World Peace Fellowships is 1 July 2010. Encourage your districts to submit their applications on time. Contact Carly.Dachis@rotary.org with any application questions.

AMBASSADORIAL SCHOLARSHIPS

Conversion of Program Year 2010-2011 Ambassadorial Scholar Applicants

Non-Pilot Districts – please advise all District Rotary Foundation Committee Chairs and Scholarships Subcommittee Chairs that their Scholarship Subcommittees are to closely review every 2010-2011 three and six month Cultural and Multi-Year Ambassadorial Scholar applicants to determine whether the applicant is eligible to reapply as a 2010-2011 Academic Year Ambassadorial Scholar, assuming that their district allocates enough DDF to cover the additional funds needed. Entirely new applications or essays are not necessary, however 2010-2011 Cultural Scholar applicants eligible to re-apply will need to complete the following forms in addition to their original applications:

1. Applicant's Certification for Academic-Year & Multi-Year Scholarship Applicants
2. Study Institutions Form
3. Language Ability Form – non-native language exams are still required

The 1 October 2009 Ambassadorial Scholarship deadline still applies. Any 2010-2011 three or six month Cultural Ambassadorial Scholar applications and Rotary Grants for University Teachers applications will not be approved and will be returned to the sponsor district. We expect that all district endorsed 2010-2011 Multi-Year Ambassadorial Scholars sent to The Rotary Foundation prior to 1 October will be converted to 2010-2011 Academic Year Scholars.

Pilot Districts – please advise all DRFCs and SSCs that they are to closely review their outbound 2010-2011 Ambassadorial Scholar applicants to determine how each scholar applicant may apply for Future Vision New Grant funding as either a Rotary Foundation Global or District Grantee. Advise your districts' Rotarians that they may send any questions to FutureVision@Rotary.org

GROUP STUDY EXCHANGE

GSE Reimbursements

As all 2008-09 GSE exchange teams return home from their exchanges, districts are reminded that GSE reimbursements are due to TRF no later than two months after the end of the exchange.

Please also be sure to submit the appropriate Electronic Fund Transfer (EFT) Information Form, so that your district's payment can be expedited. All GSE reimbursements are now made via direct deposit, and please complete the entire form if you are requesting an international payment, listing an intermediary or corresponding bank if necessary.

In order to expedite reimbursements, the GSE Department is requesting that districts provide their district account information as the preferred payee.

Should your district have any questions about how to complete the EFT Form or the exact information that is required, please contact your GSE coordinator at the GSE department.

GSE Final Reports and Evaluation Forms

GSE teams are also reminded that Final Reports and Evaluations Forms are due two months after completion of the GSE exchange. Teams are also free to submit more free-form group reports in place of the Final Report Form and are highly encouraged to submit digital pictures from their exchange. Pictures from vocational visits are particularly encouraged. If your district's team has any unique stories from their exchange, please share this information with your coordinator in the

GSE department. These items may be used to promote the GSE program in future publications such as the Rotarian Magazine.

Additionally, any team which has maintained an online blog or travel journal during their exchange is asked to submit a link to this site along with the Final Reports.

Reports are mandatory and must be submitted by each participant for the exchange. The GSE department is tracking submission of Final Reports and districts with outstanding reporting for both the 2007-08 and 2008-09 program years will be placed on Probation for the 2009-10 program year. If your district is unsure as to the status of your reporting, please contact the GSE department.

GSE Department Change of Staff

We are delighted to inform you that Natalia Bonfante Ginez is now the new GSE Senior Coordinator. Natalia has been with the Ambassadorial Scholarships department for the past five years and has served as Senior Coordinator in that department for the majority of her time. The GSE Department is excited that Natalia brings such strong leadership experience and language expertise to meet the challenges of the Senior Coordinator position. Natalia will be serving districts in Central and South America as well as parts of Europe in her new position and we wish her all the best.

2010-11 GSE Changes

As you may be aware, for the 2010-11 and 2011-12 GSE program years World Funded GSE teams will begin alternating based on Trustee Decision. This means that if a Rotary District wishes to send and receive a team in the classic GSE style, that one team may be funded by World Fund and one by District Designated Fund. To find out more about the changes for the 2010-11 program year, which may play a part in forming exchange pairings, please contact your GSE Coordinator.

If your district will be a part of the Future Vision Pilot and you are unsure how the GSE program will be affected for your district in 2010-11, please contact the Future Vision Pilot Operations Department at: newgrantspilot@rotary.org

ALUMNI RELATIONS

Reconnections

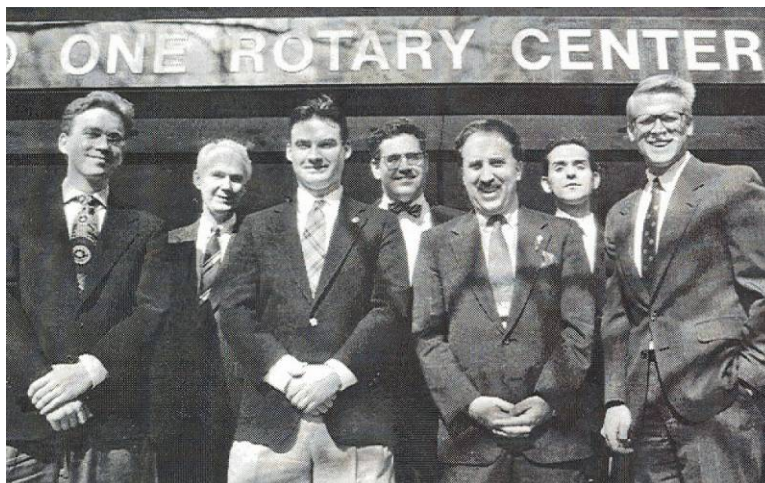
Reconnections, TRF's semiannual alumni bulletin, is going digital starting in July 2009. All alumni have been notified via post that distribution will be through email only and editions will no longer be mailed. To sign up to receive the e-newsletter or to view the current edition, visit the RI Web site at

<http://www.rotary.org/en/StudentsAndYouth/Alumni/ReconnectionsNewsletter/Pages/ridefault.aspx>.

Alumni Updates

Ambassadorial Scholars

In May 1994, Rotary International Office News bulletin featured seven former Ambassadorial Scholars who were on staff at the World Headquarters. The “Ambassador Seven” included (from left) Jeff Hamrick, James Aydelotte, Harvey Newcomb, Mark Garavaglia, Joel Schaffer, Roberto Macedo and John Osterlund. Here is a look at them 15 years later.



James Aydelotte, 1956-57 Ambassadorial Scholar, was sponsored by the Rotary Club of Memphis, Tennessee, USA (District 6800) to attend Ruprecht-Karls-Universität Heidelberg in Germany. He worked at the RI Secretariat for 17 years and held positions such as Manager of The Rotary Foundation and Manager of the Office of the President. He and his wife retired in 1997 and moved to Asheville, North Carolina, USA. They are both very active in Rotary in the clubs of Asheville Breakfast and Black Mountain and are both major donors. Aydelotte served as governor of District 7670 in 2006-07. He has also been serving several congregations in his church and now as an officer in a regional governing body (Presbytery Stated Clerk).



Joel Schaffer, 1971-72 Ambassadorial Scholar, was sponsored by the Rotary Club of Evanston, Illinois, USA (District 6440) to attend London School of Economics in UK. He worked in The Rotary Foundation's planned giving department. Currently Schaffer is assistant vice president at DePaul University in Chicago, Illinois. He is in charge of all planned giving activities for the University and the trust and estate gifts, split interest gifts, and their subsequent administration. He is a senior team member who leads on seven figure gift solicitations and proposals. Recently he was given the first ever Service Award (2009) from the Chicago Council on Planned Giving for his years of service as the program chair for the organization.



Mark Garavaglia, 1984-85 Ambassadorial Scholar, was sponsored by the Rotary Club of Joliet, Illinois, USA (District 6450) to attend University of Melbourne in Australia. A member of the State of Illinois Bar Association, Mark was serving as the general counsel of Rotary International and The Rotary Foundation at the time the photo above was taken 15 years ago. He currently serves as associate foundations manager and assistant general counsel at Rotary International. Mark recently got married to Ms. Alicia Inglis, originally from Bolivia, who served as an area leader overseeing missionaries in South America for Pioneers International Missions. They live in Chicago, Illinois, USA and are involved in a new church in the Lincoln Square area of the city.



John Osterlund, 1987-88 Ambassadorial Scholar, was sponsored by the Rotary Club of Sebring, Florida, USA (District 6890) to attend Stockholms Universitet in Sweden. As the general manager of The Rotary Foundation, one of the largest charitable organizations in the United States in terms of fundraising and international grantmaking, John oversees the operations of five divisions: Humanitarian Grant Programs, Educational Programs, PolioPlus, Fund Development, and Operations and Administration. John is a member of the Evanston Lighthouse Rotary Club, a Paul Harris Fellow and a benefactor.

He is married to Elizabeth Gaizutis Osterlund, and they live in Evanston and have three children: two sons, Benjamin and Peter, and a daughter, Abigail.



Jeff Hamrick, 1989-90 Ambassadorial Scholar, was sponsored by the Rotary Club of Owensboro, Kentucky, USA (District 6710) to attend Université Nationale de Cote d'Ivoire in Abidjan, Cote d'Ivoire. He worked in the Programs Division at Rotary International. He left Rotary to coach the Chicago Symphony Chorus in Russia, a job that he still enjoys today. For the past 7 years, he has been working as manuscript editor at the University of Chicago Press. He has also been consistently working as a singer, accompanist, and diction coach. About 5 years ago, he was hired as pianist at Countryside

Church Unitarian-Universalist in Palatine, Illinois. He was later promoted to music director/pianist, and this has become his great joy in life.



Harvey Newcomb III, 1990-91 Ambassadorial Scholar, was sponsored by the Rotary Club of Rockford, Illinois, USA (District 6420) to attend Universitat Wien in Vienna, Austria. Over the past 15 years, Harvey has moved up from a Scholarships Unit Supervisor to the Division Manager of The Rotary Foundation's Educational Programs. In addition to being responsible for the overall management of the Ambassadorial Scholarships, Group Study Exchange, Rotary Grants for University Teachers and Rotary Centers for International Studies Program, Harvey leads one of the several staff teams

helping support the Future Vision Committee and Rotary Foundation Trustees in implementing the Foundation's strategic plan that calls for a new grant-making model. Harvey is married, has 3 children, and is thrilled that he, his father, and his Rotarian host counselor's daughter in Vienna all became Rotarians! One of Harvey's memorable moments over the past 15 years is when Past RI President Luis V. Giay honored him by making his eldest daughter, Grace, a Paul Harris Fellow; and announced it on Father's Day on-stage at the closing plenary session of the 2007 Rotary World Peace Symposium in Salt Lake City.



Joao Roberto Macedo, 1990-91 Ambassadorial Scholar, was sponsored by the Rotary Club of Curitiba-Portao., Pr., Brazil (District 4730) to attend Northwestern University Medical School in Evanston, Illinois, USA. He met his wife while he was on the scholarship, and later worked as a Portuguese translator at Rotary International. Upon leaving RI, he passed the USMLE (United States Medical Licensing Exam) and began his 5 year medical residency training in diagnostic radiology and a fellowship at Columbia-Presbyterian Medical Center in New York, USA. He is now a board-certified radiologist working in a private practice in the Ft. Lauderdale area in Florida, USA. An avid cyclist, he is a member of the Team ZMotion which

participates in an annual fundraiser for the National Multiple Sclerosis Society, the MS150.

Group Study Exchange

Chris Terndrup 2008-2009 GSE team member sponsored by the Rotary Club of Frederiksberg (D-1470) to Malaysia (D- 3310)



Newly married, Chris and Tanya Terndrup with Princess Rogayah Yaacob

Former GSE team member Chris Terndrup first met Princess Rogayah Yaacob from Johor, Malaysia a few months ago when she hosted him during the course of his exchange. Forming a quick bond, Chris was recently able to host Princess Yaacob in his home city months later when she attended his wedding. Chris and his bride Tanya were married in a ceremony performed in Copenhagen where Chris is an officer in the Danish Army Training School at Frederiksberg Castle.

Maurice Sterling 1984-1985 GSE team member sponsored by the Rotary Club of Palatka, Florida (D-6970) to Australia (D-9630)



Maurice Sterling (Center) with Ken and Pat Jenyns

In 1985 Maurice Sterling visited Australia on a Group Study Exchange. He recently returned not only to receive a prestigious engineering award but to reconnect with his Rotarian hosts whom he had not seen in over two decades. Sterling was in Australia to accept the International Thiess Riverprize for his project, the Upper St. Johns River Water Management District Basin Project and while there was fortunate enough to reunite with his host family, Ken and Pat Jenyns. Despite the years apart, the Jenyns once again welcomed Sterling into their home and spent several days catching up.

Heather Smith 2003 Ambassadorial Scholar and 2006-2007 GSE team member sponsored by the Rotary Club of Dothan, Alabama (D-6880) to Ecuador (D-4400) and India (D-3050)

A dual Rotary Foundation alumna, Heather Smith is now a high school Spanish teacher. She thanks Rotary specifically for introducing her to her first great love – the Spanish language. Heather talks at great length to her students and others in the community about the impact Rotary has had on her life, including giving her the opportunity to capture her experiences on film. Since returning from her time in Ecuador and India, Heather has published numerous photographs in magazines and had a fine art exhibition in Florida.

Rotary Centers for International Studies

Arnoldas Pranckevicius, Lithuania, Rotary World Peace Fellow, 2002-04, Sciences Po, France, sponsored by the Rotary Club of Hamilton, NY, USA, District 7150

Rotary World Peace Fellow Arnoldas Pranckevicius is a rising star at the European Parliament in Brussels, Belgium. Arnoldas was recently promoted to administrator of the Committee on Foreign Affairs of the European Parliament. Besides his responsibilities to delegations from Ukraine and Belarus, which he will continue to hold from his previous position, his area of responsibility will shift to Latin America and Africa. Arnoldas was also recently elected as the president of the Lithuanian Community in Belgium, an association of Lithuanian nationals working abroad.



HUMANITARIAN GRANTS PROGRAM

100 Districts Selected for Future Vision Pilot

On 11 June, the Foundation officially announced the list of 100 districts that will participate in the Future Vision pilot. See the news article on the RI Web site:

http://www.rotary.org/en/MediaAndNews/News/Pages/090611_FVpilotannounced.aspx.

On 15 June, the participating districts will receive a welcome packet via e-mail that includes a starter guide, staff contact information and the district Rotary Foundation committee chair appointment form.

There are a number of Future Vision documents available on the RI Web site:

- The Terms and Conditions for District Grants and Global Grants (http://www.rotary.org/RIdocuments/en_pdf/fv_grant_terms_conditions_en.pdf)
- Information about qualification and the district memorandum of understanding (http://www.rotary.org/en/Members/RunningADistrict/FutureVisionPilotProgram/Pages/fv_selection_qualification.aspx)
- Information about the district leadership structure for pilot districts (http://www.rotary.org/en/Members/RunningADistrict/FutureVisionPilotProgram/Pages/fv_dist_leadership_structure.aspx)

You are encouraged to become familiar with these documents. In addition, as a RRFC you will be asked to conduct a 90 minute training session for pilot districts at GETS. You will receive more information on this session in the coming weeks, including information on a webinar that the Foundation will conduct in August to help you prepare for that session.

Beginning in July you will receive the monthly Future Vision Pilot newsletter which will highlight additional resources available to pilot districts and provide suggestions for what district should be doing each month. For questions about the Future Vision pilot, feel free to email futurevision@rotary.org.

Rotary/USAID International H2O Collaboration

The Rotary Foundation will begin accepting proposals later this month for projects implemented through the Rotary / USAID International H2O Collaboration. For more information on these projects, please refer to the attached Frequently Asked Questions document and Contribution Forms.



Submission of Matching Grant Applications

As you are aware, the Foundation Trustees significantly reduced the 2009-10 budget for Matching Grants. Consequently it is expected that the Matching Grant budget will be fully committed quite early in the year. So, we ask you to encourage clubs in your zone to submit their applications as early as possible after 1 July 2009. Please note the following points that have been frequently raised as questions by Rotarians over the past few months:

- Matching Grant applications submitted on or after 1 July 2009 must contain the authorizations of current (2009-10) officers.
- The match for cash and DDF has not changed. Cash contributions will be matched at 50% and DDF contributions will be matched at 100%.
- Grant sponsors may substitute the amount requested from the World Fund with DDF. Sponsors also have the option of requesting no award from the World Fund if the cash and DDF contributions pledged in the application exceed US\$10,000.

More information about the operational impact of the budget reductions can be found on the RI Web site at http://www.rotary.org/RIdocuments/en_pdf/trf_budget_reductions_en.pdf.

Humanitarian Grants Success Story

The Rotary Clubs of Bandarawela, Sri Lanka (D3220) and Reutte-Füssen, Austria (D1840) received a US\$35,625 Matching Grant to help provide equipment and materials for the Children's Village Little Smile School in Koslanda, Sri Lanka. Through the purchase of lab equipment, the students were provided with educational opportunities that were not available previously in this rural community. The grant also provided the school with a state-of-the-art computer lab which is now one of the best labs in the region. With the purchase of additional multi-media equipment, the school is now able to deliver updated tutorials with minimal cost and create an enthusiastic learning atmosphere.





OPERATIONS & ADMINISTRATION

SHARE Tip of the Month

A *SHARE* Transaction Detail report, Tagged DDF report, and DDF donation form have been sent to every district as part of our annual mailing to advise districts of their 2008-09 DDF balances. Districts are encouraged to consider donating any uncommitted funds by 30 June to either Rotary's US\$200 Million Challenge, Rotary Centers for International Studies, or the RI/USAID International H2O Collaboration.

The balance remaining in each district's 2008-09 DDF account as of 30 June will automatically roll forward into 2009-10. DDF is secure and available for spending on Trustee-approved Foundation projects.

Questions about *SHARE*? Contact Steve Lyons, 847-866-3362; steve.lyons@rotary.org.

Expense Reports – Important Things to Remember for Reimbursement

You can **avoid delays** in receiving reimbursement for your expenses by ensuring that your expense statements are submitted within **60 days** of expenditure and completed accurately including: signatures, brief description of event attended and persons involved; RITS **advance** approval for mileage exceeding 250 miles per trip; proof of payment on receipts showing a **ZERO balance** or submission of payment by credit card. Expenses of **US\$75 or more require a paid receipt; hotel expenditures are always required.**

- Expenses that occurred in 2008-09 must be submitted by 30 June 2009 and received by 7 July 2009 in order to receive reimbursement. Expense statements received after that time may not be reimbursed or may be charged against your 2009-10 budget.
- Handwritten expense statements are no longer accepted. Please complete the writable expense statement at: http://www.rotary.org/RIdocuments/en_doc/expense_report.xls
- Submit expense statements to your staff liaison.

For further details, please review *Rotary International's Guidelines for Submitting Expenses*: http://www.rotary.org/RIdocuments/en_pdf/rits_expense_guidelines_en.pdf

Changes to RITS service coming 1 July

17 June 2009: Evanston -- In response to recent changes in the travel industry, Rotary International Travel Service (RITS) is implementing policy adjustments effective 1 July.

As you may know, RI and The Rotary Foundation underwrite RITS' operating costs, which until recently have been offset by commission payments received from the airlines. In 2008, however, the airlines eliminated commissions to travel agencies worldwide, significantly increasing the cost of RITS services.

Historically, more than half of all Rotary-funded travelers have incorporated personal travel as part of their Rotary assignments, making itinerary changes that increase processing time and RITS operating costs. In the past, the airline commissions allowed RITS to absorb these costs. However, elimination of these commissions coupled with the current financial downturn have put Rotary in the position of no longer being able to absorb the service costs associated with personal travel. As such, service fees of US\$15 for domestic travel and \$35 for international travel will be instituted when booking personal travel.

Beginning 1 July, all RITS offices will charge these fees in the local currency equivalent for any modification to the official RI- or TRF-funded assignment dates or locations. Modifications include extended days in the assignment location, stopovers while traveling to and from assignments, and routing deviations. Service fees will be requested either in advance or at the time of ticketing.

In addition, RITS will no longer accept handwritten travel request forms or phone reservations. All transactions will be conducted via e-mail with requests typewritten on the official RITS Travel Request form available on the RI Web site.

Travel is a key element in fulfilling Rotary's mission. These changes will allow RITS to continue providing the level of service needed to support this essential function.