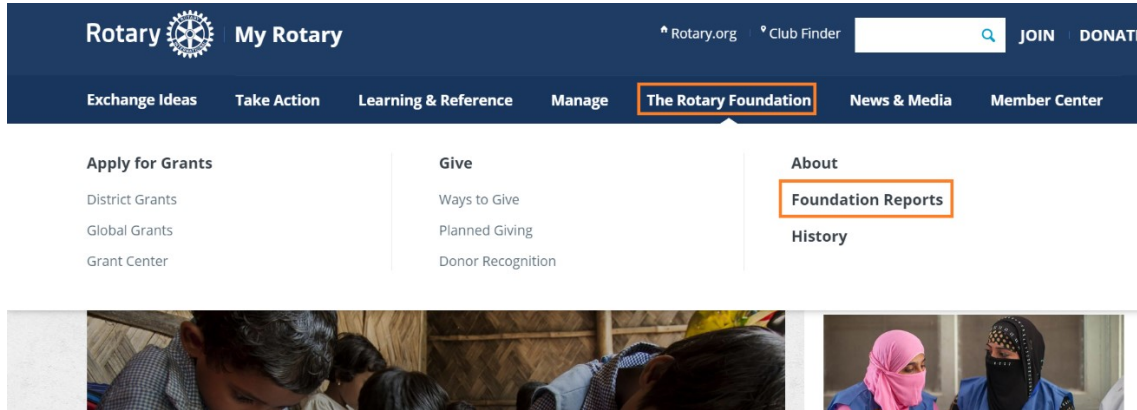


## Rotary Foundation Reports – District Level

When needing to get Rotary Foundation reports, a current district officer (DG, DRFC, etc.) should first make sure to have an account in My Rotary.

If that has been established, finding the reports is a relatively easy process.

One needs to go to **My Rotary**, then **Rotary Foundation**. While only hovering on The Rotary Foundation link, one will see a menu dropping down, where one can select **Foundation Reports**.



Once there, one can scroll down the page until getting to **Contributions & Recognitions**.

The reports there detail all of the club reports and the district reports available to a district officer. **Please note that not everyone will have access to the same reports.**

### Contributions & Recognition

#### ☆ Club Giving

Paul Harris Fellowship and Benefactor Report, Club Recognition Summary, Club Foundation Banner Report, Major Donor, Arch Klumph Society and Bequest Society Report, Club Fundraising Analysis, Paul Harris Society Report, Current Club Officer Giving Report, Incoming Officer Giving Report

[View reports](#)

#### ★ District Giving

Monthly Contribution Report, Available DDF by District, SHARE Contribution Detail, Term/Endowed, Global Grant, Gift Availability Report, PolioPlus Report, Endowed Fund Update, Foundation Banner Recognition Status Report, District Fundraising Analysis

[View reports](#)

#### ☆ Donor Summary

Donor Summary Report (DRFC only)

[View report](#)

### Awards

#### ☆ Rotary Citation

Check the progress for the clubs in your district toward earning a Rotary Citation.

[Nominate Interact clubs](#)

A district officer will be able to view the club reports and the district reports. A club, on the other hand, will only be able to view the club's reports. And an individual Rotarian will only be able to see personal reports.

Once someone clicks on "view reports", the following page will appear, where people will be able to select the report they wish to view:

**Rotary**  Contact Us

**Have a question? Visit our FAQ.**

## Contribution & Recognition Reports

Click on the report name that you want to view. You will see a report opening in a new window or tab.

### Club Reports

- [Paul Harris Fellow and Benefactor Report](#)
- [Club Recognition Summary](#)
- [Club Foundation Banner Report](#)
- [Major Donor, Arch C. Klumph Society and Bequest Society Report](#)
- [Club Fundraising Analysis](#)
- [Paul Harris Society Report](#)

### District Reports

- [Monthly Contribution Report](#)
- [Available DDF by District](#)
- [SHARE Contribution Detail](#)
- [Term/Endowed, Global Grant, Gift Availability Report](#)
- [PolioPlus Report](#)
- [Endowed Fund Update](#)
- [Foundation Banner Recognition Status Report](#)
- [District Fundraising Analysis](#)

## Club Reports

### Club Recognition Summary

The most popular report in the Club Reports section there is the **Club Recognition Summary (CRS)**, where one can find the list of members who have received Paul Harris Fellows, as well as the amount of points in each club (Foundation Recognition Pts Available). Kindly note that the date you will see next to a PHF will be the date of the first PHF received.

Web Intelligence | Track | Drill | Filter Bar | Freeze | Outline

Club Members | Rotary Club Name (All values)

## Rotary CLUB RECOGNITION SUMMARY

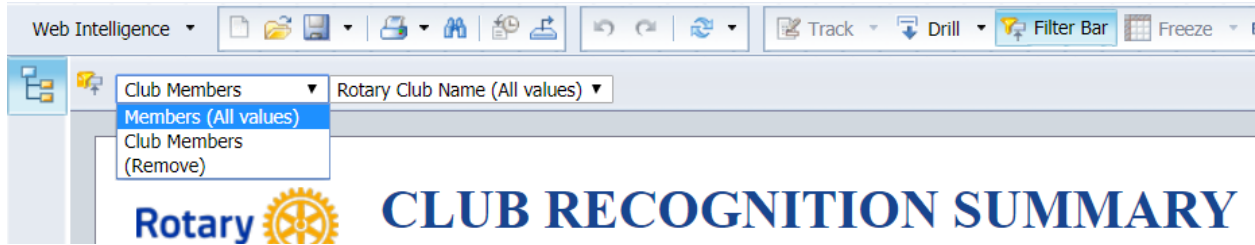
AS OF 17 APRIL 2019

Rotary Direct participation data is being updated to include new online enrollments and will return to this report as soon as possible.

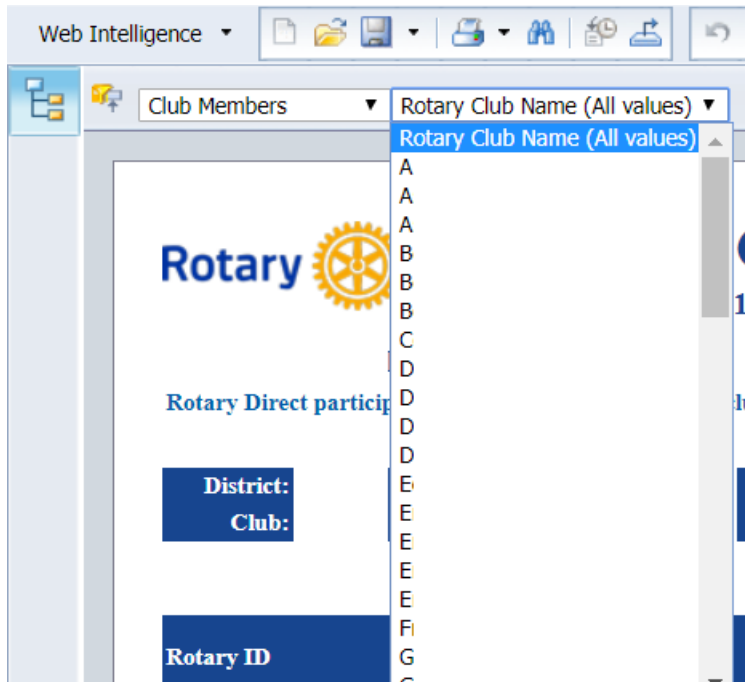
District:	Paul Harris Fellows:	3	Bequest Society:	0	Rotarian Donors:	0	Non-Rotarian Donors:	0	All-Time Giving:	\$78,910
Club:	Benefactors:	0	Major Donors:	0	Rotarian Non-Donors:	36				

Rotary ID	Name	Club Member	Recognition Amount	Current PHF Level	PHF Date	Foundation Recognition Pts Available	– Last Contribution –	Benefactor
	R/C of					34,190.42	Jan-2019	AF-SHARE
A		Y	1,000.00	PHF	Mar-2018			N
B		Y						N
B		Y						N
B		Y						N

The default view for the CRS only shows the club members. However, if you go to the upper left-hand side of the report, you will see an option where it says “club members”. If you click on that and press “Members (All values)”, you will see the list that also includes non-Rotarians (spouses, etc.).



In addition, if you click on “Rotary Club Name (All values)”, you will be able to see each club in your district, in alphabetical order:



You will be able to select each of them separately and get their club recognition summary.

### **District Reports**

As a district officer, you will also be able to see various district reports, such as the Monthly Contribution Report (MCR), District Fundraising Analysis, Available DDF, and many others.

### **Monthly Contribution Report**

Once you select this report, you will get a popup, that will ask you to enter additional information, such as the Rotary year, as well as the month that you want the report for. Please note that you will need to enter both of these in order to get the report:

## Step 1

The screenshot shows the 'Prompts' dialog box with the 'Enter Rotary Year' section active. The 'Prompts Summary' on the left shows a green checkmark for '\* Enter Rotary Year: 2018 - 2019' and a red plus sign for '\* Enter Month:'. The main area features a 'Rotary Two Year Name' list with '2018 - 2019' selected. To the right, a text input field contains '2018 - 2019'. A 'Refresh Values' button and navigation arrows are also visible.

Rotary Two Year Name
NA
2026 - 2027
2025 - 2026
2024 - 2025
2023 - 2024
2022 - 2023
2021 - 2022
2020 - 2021
2019 - 2020
2018 - 2019

April 17, 2019 4:41:21 AM GMT-05:00

## Step 2

The screenshot shows the 'Prompts' dialog box with the 'Enter Month' section active. The 'Prompts Summary' on the left shows green checkmarks for both '\* Enter Rotary Year: 2018 - 2019' and '\* Enter Month: APRIL'. The main area features a table of months with 'APRIL' selected. To the right, a text input field contains 'APRIL'. A 'Refresh Values' button and navigation arrows are also visible.

Month Full Name	Month Of Cal Year Nbr
JANUARY	1
FEBRUARY	2
MARCH	3
APRIL	4
MAY	5
JUNE	6
JULY	7
AUGUST	8
SEPTEMBER	9

April 17, 2019 4:51:30 AM GMT-05:00

Once you have entered both of these criteria, you will see the green check marks at the left of the screen, and you will then be able to click on the "OK" button. All of the clubs will be shown in alphabetical order, and will show what has been contributed (either individually or by the club itself) to the Annual Fund, the Endowment Fund, or other funds. The other funds include Polio and Rotary grants.

The report also shows the goal a club may have entered in My Rotary, as well as the Annual Fund per capita contributions along with the number of members in the club. Finally, it shows the total contribution for the month and contributions that have been made throughout the Rotary year (YTD – "year to date").



# MONTHLY CONTRIBUTION REPORT

Interim Results For July through April (2018 - 2019)

(In US Dollars)

Club No	Name	Number of Members	Annual Fund Goal Amount	Goal % Achieved	AF Per Capita	-- Annual Fund --		-- Other Funds --		-- Endowment Fund --		-- Total --
						Month	YTD	Month	YTD	Month	YTD	
<b>District:</b>												
	District Contributions	0	\$0.00	0%	\$0.00	\$0.00	\$0.00	\$0.00	\$109.09	\$0.00	\$0.00	\$109.09
	A N	37	\$0.00	0%	\$24.85	\$0.00	\$919.54	\$0.00	\$0.00	\$0.00	\$0.00	\$919.54
	A N	39	\$0.00	0%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	A N	42	\$0.00	0%	\$43.29	\$0.00	\$1,818.18	\$0.00	\$163.64	\$0.00	\$0.00	\$1,981.82
	B N	29	\$0.00	0%	\$52.90	\$0.00	\$1,534.09	\$0.00	\$0.00	\$0.00	\$0.00	\$1,534.09
	B N	26	\$0.00	0%	\$17.65	\$0.00	\$458.82	\$0.00	\$0.00	\$0.00	\$0.00	\$458.82
	B N	21	\$0.00	0%	\$30.10	\$0.00	\$632.18	\$0.00	\$218.18	\$0.00	\$0.00	\$850.36
	C N	33	\$0.00	0%	\$44.77	\$0.00	\$1,477.27	\$0.00	\$0.00	\$0.00	\$0.00	\$1,477.27
	D N	54	\$0.00	0%	\$38.93	\$0.00	\$2,102.27	\$0.00	\$240.00	\$0.00	\$0.00	\$2,342.27
	D N	27	\$0.00	0%	\$49.24	\$0.00	\$1,329.55	\$0.00	\$763.64	\$0.00	\$0.00	\$2,093.19
	D N	26	\$0.00	0%	\$0.00	\$0.00	\$0.00	\$0.00	\$196.36	\$0.00	\$0.00	\$196.36
	D N	49	\$0.00	0%	\$47.06	\$0.00	\$2,305.88	\$0.00	\$392.73	\$0.00	\$0.00	\$2,698.61
	E N	25	\$0.00	0%	\$34.09	\$0.00	\$852.27	\$0.00	\$272.73	\$0.00	\$0.00	\$1,125.00
	E N	51	\$0.00	0%	\$56.82	\$0.00	\$2,897.73	\$0.00	\$545.45	\$0.00	\$0.00	\$3,443.18
	E N	39	\$0.00	0%	\$47.16	\$0.00	\$1,839.08	\$0.00	\$174.55	\$0.00	\$0.00	\$2,013.63
	E N	30	\$0.00	0%	\$41.67	\$0.00	\$1,250.00	\$0.00	\$294.55	\$0.00	\$0.00	\$1,544.55
	E N	41	\$0.00	0%	\$28.69	\$0.00	\$1,176.47	\$0.00	\$381.82	\$0.00	\$0.00	\$1,558.29
	F N	44	\$0.00	0%	\$35.87	\$0.00	\$1,578.21	\$0.00	\$218.18	\$0.00	\$0.00	\$1,796.39