NEW MEMBER SPONSOR RECOGNITION PROGRAM

FREQUENTLY ASKED QUESTIONS

HOW AND WHEN DID THE PROGAM START?

The New Member Sponsor Recognition Program is an initiative approved by the Board of Directors to honor Rotarians who sponsor (admit) new members. The process for gathering sponsor information was launched in January 2014, recognizing all member sponsor activities after 1 July 2013 retroactively. A brochure is available with more information.

WHO IS RECOGNIZED?

All Rotarians who have sponsored a new member to join his/her club since 1 July 2013 are eligible. For those who do not wish to receive this recognition, it can be expressed through opt-out feature in MyRotary, via email message to MembershipAwards@rotary.org, by fax to +1-847-556-2190, or by mail to the Rotary International Headquarters office, Membership Recognition, 1560 Sherman Avenue, Evanston, Illinois 60201 USA.

WHAT DO THEY RECEIVE?

A Rotarian will receive a lapel pin and a blue backer after his/her first sponsor activity. As sponsor activities accumulate, backers of different colors will be sent to honor additional levels of achievement. The lapel pin will only be sent with the blue backer.

HOW DOES IT WORK?

The New Member Sponsor Recognition Program is almost entirely automated and relies on sponsor information entered in MyRotary by club officers. When updates are received by the Rotary database netFORUM, the pins will be processed automatically. Currently, only one sponsor can be named for each new member. If there is no sponsor, please select “No sponsor name given” option. Request detailed directions by email to MembershipAwards@rotary.org.

WHO ARE THE RECOGNITION ITEMS SENT TO?

All new member sponsor recognition pins are sent to the attention of club presidents. Club presidents are asked to set aside time during club meetings to honor sponsors’ achievements by presenting them with their pins and backers.

HOW LONG DOES IT TAKE TO RECEIVE A PIN?

Once Rotary has a new member, a sponsor, and a sponsor's email address present in the database, the package will typically take about 6 weeks to reach club presidents in the U.S., and a little longer for other areas. Due to the opt-in nature of the program, sponsors are given about 2 weeks to express their desire to receive or decline the recognition. Then the items are packed and shipped through the most cost effective method which may take up to three weeks. To optimize resources, the New Member Sponsor Recognition Program relies on the same systems currently being used for processing recognition of gifts to The Rotary Foundation.

HOW CAN WE MONITOR SPONSOR ACTIVITIES AND SHIPMENT STATUS?

The list of new members and their sponsors by club can be found in MyRotary's Club Central. All club officers can access these reports. The shipment status field will start showing in July. Request detailed directions by email to MembershipAwards@rotary.org.

WE WANT TO PRESENT THE PINS TO SPONSORS AT THE NEW MEMBER INDUCTION CEREMONY NEXT WEEK. CAN THE SHIPMENT BE EXPEDITED?

Currently, this is not an option that we can accommodate. Due to the large number of new members and their sponsors around the world, we rely on the automated shipment process that already exists at Rotary. This system does not offer a selective expedited handling option.

SPONSOR ROTARIAN DOES NOT HAVE AN EMAIL ACCOUNT

When a new member joins a club, a notification email will be sent to sponsor Rotarians to inform them about their pin recognition. If no sponsor is identified, a notification will be sent to club secretaries to request the sponsor's name. If the sponsor's email address is missing in netFORUM, an additional request will be sent to club secretaries to obtain the email address.

The sponsors' email addresses play an important role in the communication schedule of this program. The notification message to sponsors includes a link to the "recognition opt-out" option in MyRotary in order to protect every Rotarian's choice to decline this recognition opportunity. For those without an email address in netFORUM, the communication will be delivered by a letter in the mail, the recognition pin shipment will be withheld until a response is received from them. Since this method will take much longer than email communication, we encourage members to provide their email addresses when one is available.

SPONSOR ROTARIAN SHARES HIS/HER EMAIL ADDRESS WITH SOMEONE ELSE

Unfortunately, Rotary's database system does not allow Rotarians and/or clubs to share email addresses. An email address needs to be unique for each member in order to ensure online security and safety.

SPONSOR ROTARIAN BELONGS TO ANOTHER CLUB

The program follows the Rotary policy in which "sponsors" are defined as Rotarians who invite new members to their own club and result in the admission of that new member to that club. Referring new members to other Rotary clubs, at least currently, is defined as a proposal and is considered a separate activity not eligible for recognition because the new member is not guaranteed membership in the receiving club. Similarly, member sponsorship for this program does not include charter members of new clubs.

SPONSOR ACTIVITIES BEFORE 1 JULY 2013

We understand that there may be disappointments in how sponsor activities prior to 1 July 2013 are not recognized the same way with this new program. The program is designed to provide an opportunity to identify every new and existing member's sponsor. Sponsor relationships can be created for all of the members in a club. However, like many other programs of its kind, the pin and backer recognition is reserved for sponsorships since the initiation of the program. It would not be feasible given the time and the cost to retroactively recognize every member for every other member sponsored in their history.

RETURNED / TRANSFERED MEMBERS

If someone invited a returning / transferring member to his/her club, the Rotarian is eligible to receive this member sponsor recognition. It is up to the club's discretion whether to consider this a sponsorship.

WE USE CLUBRUNNER. IS DATA INTEGRATED WITH ROTARY DATABASE?

ClubRunner can continue to be used for data keeping. Please note that there are several technical requirements* for ClubRunner to communicate properly with Rotary's database, and if one of them is not met, the data will not integrate but instead reach the data services staff by email. This will be entered in the Rotary database manually, and the length of time it takes varies. Sponsor information is an exception to these requirements; if it was added after the new member was already in ClubRunner, Rotary's database will NOT receive that data. To ensure minimum processing time for the recognition pins, we recommend identifying sponsors and providing their email address at the same time a new member is entered in MyRotary.

* 1. Club ID is entered in the vendor's database and is exactly the same as RI database. Otherwise, no data from the club would flow to RI directly.
2. All members have their member ID entered correctly in the vendor's database. Otherwise, no updates for the member would flow to RI database directly even if the club is properly setup.
3. Data integration works for active/suspended clubs only. If a club is temporarily terminated for non-payment, data integration stops working.
4. Only members active in RI database are updated by data integration.
5. Club officers need to select a vendor from the list of providers certified by RI.
6. User with administrative rights for the club's software provider (not always a club officer) must choose 'direct integration' option on the provider's side. Otherwise, updates from the club will not directly flow to RI database, and generate emails to Data Services for manual data entry.
7. Each vendor certified by RI for integration has different 'update rights'. Club/district should know exactly what its provider can update and do not expect any other transaction to go directly to RI database. List of certified providers with the 'update rights' is available in MyRotary – Manage – Tools - Member data integration.

CAN WE ORDER PRINTED BROCHURES?

The program brochure is only available in the electronic format in order to keep down the overall production and postage costs to Rotary. If printed copies are needed, please consider using your own printer or a local printing service. Thank you for your cooperation.

IS THE PROGRAM ONGOING?

Yes, the program is ongoing and not tied to Rotary years. The recognition levels accumulate from one year to the next, as long as the sponsor Rotarian is an active member.

MEMBER SPONSOR GALLERY

The Member Recognition Gallery for gold-level sponsors can be accessed at:
https://www.rotary.org/myrotary/en/document/104226