

# USING THE MONTHLY CONTRIBUTION REPORT (MCR)



Rotary Foundation Monthly Contribution Report													
1-Jul-2009 to 30-Jun-2010 <b>A</b>													
(In US Dollars)													
Club No	Name	No. of Mem- bers <b>C</b>	APF Goal Amount	APF Goal % Achieved	APF Per Cap <b>D</b>	---Annual Giving---		---Restricted Giving---		---Permanent Fund---		---Total--- <b>G</b>	Annual Giving Per Capita Rank <b>H</b>
						Month	Period	Month <b>E</b>	Period	Month <b>F</b>	Period		
District: 1234													
1234	District		\$0.00	0%	\$0.00	\$0.00	\$150.00	\$1,500.00	\$5,000.00	\$0.00	\$0.00	\$5,150.00	
101	Anchorage, AK, United States	125	\$20,000.00	168%	\$250.00	\$5,000.00	\$35,000.00	\$1,600.00	\$10,000.00	\$250.00	\$250.00	\$45,250.00	
10012	Eagle River, AK, United States	28	\$3,000.00	170%	\$175.00	\$100.00	\$5,000.00	\$1,000.00	\$2,000.00	\$0.00	\$0.00	\$7,000.00	
1013	Esso, Bistrinskaya Region, Russia	12	\$0.00	0%	\$0.00	\$0.00	\$0.00	\$0.00	\$120.00	\$0.00	\$0.00	\$120.00	
10004	Fairbanks Golden Heart, AK, USA	13	\$3,000.00	58%	\$125.00	\$2,000.00	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$0.00	\$4,000.00	

## What does this report track?

Contribution history for each club in a district in three areas:

- Annual Programs Fund (APF)
- Restricted Giving
- Permanent Fund

## How do I read this report?

**A.** Contribution data is finalized after the books for the previous month close, generally on the 15th of the month.

**B.** Club number and name appear on the left

**C.** Total club membership count is populated once during the Rotary year (typically in November) and remains the same until the next Rotary year

**D.** The first set of data shown is for the Annual Programs Fund:

- *APF goal amount* reflects the number submitted on the Club Goal Report Form. (Clubs that do not submit a goal will show a US\$0.00 amount.)
- *APF goal % achieved* is determined by comparing the annual giving year-to-date total with the APF goal amount. (Clubs that do not submit a goal remain at 0% throughout the Rotary year.)
- *APF per capita amount* is determined by dividing the annual giving year-to-date total by the number of members listed in [section C](#).
- *Annual giving totals* are shown for the past month and period indicated in [section A](#).

**E.** Restricted Giving reflects contributions to specified Matching Grants, PolioPlus, etc.

Contributions to restricted funds do not count toward the APF goal for the year and do not affect the APF per capita giving ratio.

**F.** Permanent Fund giving reflects outright contributions to the Permanent Fund. Contributions to the Permanent Fund do not count toward the APF goal for the year and do not affect the APF per capita giving ratio.

**G.** The total is the club's combined giving total for Annual Giving, Restricted Giving, and Permanent Fund contributions for the reporting period in [section A](#).

**H.** Rank of the top three clubs in the district in APF per capita giving

## How can I use this report?

### Tracking progress toward Annual Programs Fund goal

The APF goal amount and actual contributions to date are the primary benchmarking tools on the report. Use the APF Per Capita average (shown in [section D](#)) to track how close the members of a specific club are in achieving an average US\$100 contribution (Rotary Foundation Sustaining Member amount) to The Rotary Foundation.

For clubs who do not report a club goal, using the APF per capita amount becomes a tool to benchmark their contribution toward the Foundation's worldwide APF goal.

### Cultivating support from large and noncontributing clubs

These large Rotary clubs can inspire other clubs in the district to support TRF.

Clubs with no recorded giving for the year will show an amount of US\$0.00 (Annual Giving Month/Period in [section D](#)). Converting these non-contributing clubs will increase the DDF available in the future.

### Identifying club banner recognition opportunities

Three types of banners recognizing clubs for their support of the Foundation are automatically prepared and sent once the Rotary year is concluded:

- Every Rotarian, Every Year (EREY) Club
- 100% Rotary Foundation Sustaining Member Club
- Top Three Per Capita in Annual Programs Fund Giving in the district

You can use the EREY Eligibility Report to monitor your club's Annual Programs Fund activity.

To qualify for EREY club recognition, your club needs to achieve a minimum of US\$100 per capita in APF support along with every member contributing at least some amount to APF during the Rotary year. To qualify for 100% Rotary Foundation Sustaining Member Club recognition, each active member of your Rotary Club needs to contribute at least US\$100 or more to APF during the Rotary year. Use the APF Per Capita average (shown in [section D](#)) to determine if your club is potentially on track for either of these two recognition banners.

To determine whether your club qualifies for the Top Three Per Capita in APF Giving recognition, see [section H](#), which continually updates the top three clubs as the year progresses.



## Where can I find this report?

This report (current and previous year) is available through Member Access to district governors, district governors-elect, district Rotary Foundation committee chairs, district fundraising chairs, and Annual Giving subcommittee chairs, and to club presidents and club secretaries. The club president can add the club treasurer and/or club Rotary Foundation chair by updating club data in Member Access. To request a copy of this report from the Foundation, e-mail [contact.center@rotary.org](mailto:contact.center@rotary.org).