



LEAD ROTARY CLUB TIMELINE

Please add these dates to your personal calendar and your Rotary Club calendar.

January

- Club Sponsorship Packets given to Rotary Clubs

February

- Club President and President Elect review the Club Sponsorship Packet
- Club Board recommends LEAD as a budget item for following Rotary year and recommends a source of funds to meet the commitment for school and Facilitator sponsorship
- Club LEAD Chair is appointed to contact and follow-up with the middle school(s) the Club will sponsor
- Club identifies the local middle school(s) the Club will sponsor

March

- Club President Elect includes LEAD sponsorship in the next Rotary year's proposed budget
- Club LEAD Chair contacts the principal(s) of the middle school(s) the Club desires to sponsor
- Club LEAD Chair meets with the middle school principal(s), reviews the School Participation Packet, describes Rotary, explains Rotary's commitment to youth, encourages each principal to select a school LEAD contact, and leaves the School Participation Packet with the Principal
- Club President or President Elect sends the Rotary Club Intent to Participate Form to the District LEAD Chair
- Club LEAD Chair notifies Club members of the opportunity to be a Facilitator

April

- The school selects *one boy and one girl as Delegates and one boy and one girl as Alternates*
- Delegates and Alternates are instructed to complete the online application, print a hard copy, and obtain all signatures
- Delegates and Alternates return the completed and signed applications to the school LEAD contact
- The school LEAD contact collects the applications and mails the original applications to the LEAD Registrar
- Club LEAD Chair periodically contacts the school LEAD contact to check on progress selecting Delegates
- Club LEAD Chair periodically reminds Rotarians to apply to be a Facilitator

May

- Club LEAD Chair periodically contacts the school LEAD contact to check on progress selecting Delegates
- May 15 – Deadline for turning in Delegate and Alternate applications
- Club LEAD Chair periodically reminds Rotarians to apply to be a Facilitator

June

- Club LEAD Chair periodically contacts the school LEAD contact to check on progress selecting Delegates
- Club LEAD Chair periodically reminds Rotarians to apply to be a Facilitator

July

- New Club Board approves sponsoring Delegates and Facilitators to LEAD as a budget item
- Club Treasurer sends payment – send check payable to District 5340 LEAD to: Paul Pierce, LEAD Chair, P.O. Box 235080, Encinitas, CA 92023-5080
- Club LEAD Chair arranges for LEAD recognition meeting at Club in October where the Delegates, their parents, and school representatives are invited to share their impressions of LEAD

August

- August 1 – Deadline for Facilitator Applications

September

- LEAD Conference – September 25 & 26

October

- LEAD recognition meeting at Club with students, parents and school representatives

November

December