

## **DISTRICT FOUNDATION REPRESENTATIVE**

**PURPOSE:** To seek funds from members, Clubs and businesses for the Optimist International Foundation and Optimist International Foundation of Canada.

**PERSONNEL:** The District Foundation Representative (DFR) should be someone who is comfortable raising money, supports the Foundation financially, and who is dedicated to the purposes of the Foundation. The District Governor may make a recommendation to the President-Elect for appointment, however, all final appointments are made by the President-Elect of the Foundations.

### **DUTIES/RESPONSIBILITIES:**

- Encourage Club Foundation Reps to actively participate in Foundation promotions and Club giving.
- To act as the facilitator in fund-raising activities at the District Level.
- To provide an information table and effective award presentations at the quarterly District Conferences and Club events.
- To work with tracking records of Club and individual Donor contributions and encourage contributions rising to the next highest level.
- To make regular reports to the members on Club and District fund-raising efforts utilizing the District Bulletin, District web-site, email or other methods.
- Visit Clubs throughout the District to illustrate programs in place for their benefit.
- Educate members in the District through quarterly presentations. Make members aware of the purposes and functions of the Optimist International Foundations.

**ACTION PLANS:** As a Committee, urge individual and Club participation by promoting the appointment of a Club Foundation Representative and to become actively involved with the Optimist International Foundation.

- a) What is going to be done?
- b) Who is going to do it?
- c) When is it going to be completed?