

## Frequently Asked Questions – Passport Club Development

***Passport clubs allow members to attend meetings and perform service with other Rotary clubs provided they attend a specified number of meetings of their own club each year. This club model emphasizes service engagement and affords flexibility for those who travel or enjoy trying a variety of club experiences and meeting new people.***

1. What are the advantages of a Passport Club?
  - Flexibility in meeting schedule, frequency, format, and venue
  - Reduced dues structure
  - Expanded service opportunities
2. What obstacles need to be identified?
  - Intentional “poaching” from existing clubs
  - Failure to engage members in meaningful service opportunities
  - Inconsistent communications with members and other area clubs
3. How do you promote a passport club?
  - Announce the formation of the club within the District – focus on the non-traditional meeting times and format
  - Establish a social media presence
  - Work with District Membership and LEADS program chairs to identify new members
4. What are some ways to recruit members?
  - Word of mouth.
  - LEADS program members who were unable to find a fit in another existing District Rotary Club
  - Check list of members who left clubs within the past year – those for reasons of business or personal pressures likely to be good candidates
  - Seek members from the service organizations supported by local Rotary Club who may wish to broaden their donor footprints beyond nearby communities
5. How are service hours tracked?
  - Self-reporting by each member on the “honor system”
  - Develop an “app” to facilitate tracking
  - Assign maintenance of the service hour tracking reports to either the membership chair or the Foundation Chair

6. How do you manage community service/projects and international projects?
  - Club Visioning/Strategic Planning process can identify and prioritize projects.
  - Projects can be identified by members or sourced from member “visits” (Zoom) with other clubs and districts.
  - Foundation chair reviews and present humanitarian service opportunities in collaboration with other clubs.
  
7. What are some ways that districts can support passport club development?
  - Feature activities of Passport club in meetings, and newsletters.
  - Write a summary of the club’s policies and practices and post in the Membership area of the District website
  - Provide a gateway to Passport Club page maintained on District website
  - Discount District dues during first year of operation.
  - Cover cost of initial charter fees
  - Start-up District grant
  
8. How can passport clubs work with other clubs in their area?
  - Members share summaries of their club “visits” on a Passport club “blog” which would identify projects needing hands-on “person-power” from club volunteers
  - Passport club leadership will reach out through District communications offering help
  - Develop a notification system of non-profits needing hands-on support to be posted on the District website – under a label “WAYS TO HELP” – you don’t need to be a passport club member to participate
  
9. What are some ways that passport clubs can fundraise to support service projects?
  - Individual members encouraged to donate to TRF to provide the \$\$\$ necessary for future grants through the SHARE program.
  - Fundraising options to explore in article from Rotary Voices:  
<https://blog.rotary.org/2020/11/19/turn-your-fundraiser-into-a-socially-distanced-moneymaker/#more-11235>
  
10. What are the attendance and meeting requirements for Passport Club members?
  - Member attendance and participation at scheduled Passport Club meetings, other Rotary Club meetings, Rotary and/or non-profit service projects, and Rotary social events satisfy meeting attendance requirements.

For additional information on Passport Clubs refer to:  
[Guide to Passport Clubs EN-\(819\) and Appendix I Sample Passport Club Bylaws](#)

Publication Date: December 15, 2020