

ROTARY PEACE CENTERS PROGRAM GUIDE FOR ROTARIANS



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INTRODUCTION

This publication is a reference for Rotarians on the Rotary Centers for International Studies in peace and conflict resolution program. It includes information on the history and goals of the program, selection criteria, program funding, applicant recruitment, and program promotion in your community, club, and district.

Prospective applicants are eager to learn more about the Rotary Peace Fellowships and to assess the relevance of the program to their career goals. As interest in the program grows, increasing numbers of prospective applicants will contact local Rotary clubs and districts to start the application process. The success of the program depends on the response of Rotarians to these applicants. Focusing on the unique aspects of the Rotary Peace Centers program, especially promotion and selection, this guide outlines strategies for success in finding qualified candidates.

The Rotary Peace Centers program presents a unique opportunity for all Rotary districts to participate in a major educational and peace priority of The Rotary Foundation. Rotarians will find this program guide useful when working with their fellowships subcommittees to select candidates for Rotary Peace Fellowships.

1.

PROGRAM OVERVIEW

The Rotary Peace Centers program supports the mission of The Rotary Foundation of improving health, supporting education, and alleviating poverty by

- Supporting and advancing research, teaching, publication, and practical field experience on issues of peace, goodwill, causes of conflict, and world understanding
- Inspiring people to work for a culture of peace and tolerance while enhancing their capacity, knowledge, and skills by generating interaction between practitioners and academics
- Providing advanced international educational opportunities in the area of peace and conflict resolution

- Providing a means for The Rotary Foundation and Rotarians to increase their effectiveness in promoting greater tolerance and cooperation among peoples, leading to world understanding and peace

Up to 60 Rotary Peace Fellowships for master's degree study and up to 50 Rotary Peace Fellowships for professional development certificate study are offered annually on a world-competitive basis for study at the seven Rotary Peace Centers. Rotary Peace Fellows obtain either a master's degree in international relations, peace studies, conflict resolution, and related areas or a professional development certificate in peace and conflict studies. Through their unique and diverse interdisciplinary programs, the seven Rotary Peace Centers provide academic and practical training to better equip peace fellows for leadership roles in solving the many problems that contribute to conflict around the world.

PROGRAM OPTIONS

The Rotary Peace Centers program offers master's degree and professional development certificate study of varying lengths. Rotarians should become familiar with the following differences between the offerings in order to best advise interested applicants.

Master's Degree	Professional Development Certificate
Six centers, seven universities	One center, one university
15- to 24-month course	3-month course
Study timelines differ according to each university's schedule	Two sessions per year, January-April and June-August
Up to 10 new fellows at each center per year, totaling up to 60 per year	Up to 25 fellows in each session, up to 50 per year
Two- to three-month applied field experience during summer break	Two to three weeks of field study incorporated into curriculum
Building the leaders of tomorrow	Strengthening the leaders of today

ROTARY PEACE CENTERS UNIVERSITY PARTNERS

Seven Rotary Peace Centers operate in partnership with eight universities. Each Rotary Peace Center university partner has a unique curriculum focusing on various aspects of international studies related to peace and conflict resolution. Programs vary by university and include peace studies, conflict resolution, international relations, international development policy, journalism, environmental studies, public health, education, and public administration, among others. The programs are designed to provide Rotary Peace Fellows with a broad range of academic experiences. The following is a brief outline of the programs offered at each partner institution.

- **Chulalongkorn University, Bangkok, Thailand**
Rotary Peace Fellows selected to study at the Rotary Peace Center at Chulalongkorn University earn a professional development certificate in peace and conflict studies. Up to 25 mid-career professionals in fields related to conflict resolution and peacebuilding participate in an intensive three-month certificate course held twice annually, January-April and June-August. Led by experts in the field, the program balances theoretical and practical learning while capitalizing on the diverse experiences of both lecturers and participants. The custom curriculum helps promising leaders expand their global outlook, strengthen their negotiation abilities, and ultimately work toward making a positive impact on future peace and conflict resolution efforts worldwide. All coursework is conducted in English, and Chulalongkorn is the only Rotary Peace Center at which Rotary Peace Fellows do not need to secure admission to the university itself.
- **Duke University & University of North Carolina at Chapel Hill, North Carolina, USA**
Both universities jointly host this Rotary Peace Center. Rotary Peace Fellows selected to study at the Duke-UNC Rotary Peace Center will enroll in a master's degree program at either Duke or UNC. Fellows at Duke apply for admission to the Program in International Development Policy. This interdisciplinary training program in policy analysis and sustainable development emphasizes conflict prevention through poverty reduction, improved governance, human rights, environmental management, and cooperative processes.

Fellows at UNC Chapel Hill may apply for admission to a wide range of two-year master's programs, including (but not limited to) anthropology, city and regional planning, education, geography, history, journalism, political science, public health, and social work. Fellows take required courses in the department to which they're admitted and link their specialized studies to the objective of peace and conflict resolution.

Fellows at both universities also earn the UNC Graduate Certificate in International Peace and Conflict Resolution and are eligible to earn the UNC Graduate Certificate in International Development. They may also submit their master's thesis for inclusion in the Carolina Papers Series. In addition, fellows at UNC can earn a Certificate in International Development Policy from Duke. The Rotary Peace Center program begins in August and runs 21 months.

- **International Christian University, Tokyo, Japan**
Rotary Peace Fellows at ICU enroll in the Graduate School of Arts and Sciences and can obtain a Master of Arts in peace studies, public administration, or international relations. The program offers specialized courses in security and conflict resolution, development, conflict and peacebuilding, the psychology of peace and conflict resolution, and human rights. Fellows can also elect to supplement their studies with courses in international law, development, environment studies, education, and literacy. Fellows have the opportunity to participate in the United Nations University Global Seminar and Joint Graduate School Seminar. All applicants must have competence in English sufficient to carry on academic work and understand lectures. However, Japanese proficiency is an advantage, allowing fellows to access a full range of course offerings at ICU. The program begins in September and runs 22 months. Fellows also attend a six-week intensive Japanese language training program from the beginning of July until mid-August.
- **Universidad del Salvador, Buenos Aires, Argentina**
Rotary Peace Fellows at this Rotary Peace Center enroll in the Master's in International Relations program. The program introduces the most important theoretical, empirical, and methodological developments in international politics, with an emphasis on

Latin America and an orientation in international security, conflict, and peace, or in international economics, cooperation, and development. The program begins in March and runs 18 months, which can be preceded by an optional one-month intensive Spanish language training program.

- **University of Bradford, West Yorkshire, England**
Rotary Peace Fellows at the University of Bradford are enrolled in the Master of Arts program in the Department of Peace Studies. The department offers master's courses in peace studies, conflict resolution, African peace and conflict studies, international politics and security studies, and conflict security and development studies. Bradford's staff and research students work in three broad areas: the International Security Group, Politics and Social Change Group, and Centre for Conflict Resolution. The program begins in October and runs 15 months.
- **University of Queensland, Brisbane, Queensland, Australia**
Rotary Peace Fellows at the University of Queensland are enrolled in the Master of International Studies (Peace and Conflict Resolution) program in the School of Political Science and International Studies. The program equips students with the knowledge and practical skills they need to engage in conflict resolution, peacekeeping, and peace-building in the contemporary global context. Fellows have the opportunity to study a wide range of topics, including human rights, ethics and world politics, arms control, and global women's issues. The program begins in February and runs 16 months.
- **Uppsala University, Uppsala, Sweden**
Rotary Peace Fellows at Uppsala University are enrolled in the Master of Peace and Conflict Studies program offered by the Department of Peace and Conflict Research. This program enables students to critically examine, assess, and analyze the origin, development, and resolution of armed conflicts on a scientific basis. It provides students with a systemic understanding of the basic questions pertaining to the research and study of matters related to war, peace, and conflict resolution at local, national, regional, and global levels, including security, democracy, economic development, human rights, and gender. The program also focuses on the links between theory, policy, and political practice in peacemaking and peace-building.

Because the universities, their admissions requirements, and their curricula vary, applicants are expected to research their university preferences thoroughly before completing the *Rotary Peace Fellowship Application* (083). Rotarians should carefully review the particulars of each university's academic program with the applicant to ensure that he or she is aware of the program's course offerings and requirements and how these differ among the seven centers. Applicants should visit university websites and contact relevant faculty directly to determine if a given university program will suit their academic needs.

Detailed information on each university partner and its Rotary Peace Fellow curriculum is available at www.rotary.org/rotarycenters.

SELECTION CRITERIA AND RULES OF ELIGIBILITY

Applicants for Rotary Peace Fellowships must

- Have a bachelor's degree or the international equivalent, or equivalent work experience (professional development certificate only)
- Have a minimum five years relevant work experience with current full-time employment in a mid- to upper-level position (professional development certificate) or a minimum three years combined paid or unpaid full-time relevant work experience (master's degree)
- Demonstrate proficiency in a second language (master's degree) or English (professional development certificate). Applicants must have proficiency in the language of the proposed Rotary Peace Center university partner. Applicants wishing to study at International Christian University (Japan) may be proficient in Japanese or English, although some Japanese-language ability is helpful. Language requirements are detailed on the fellowship application.
- Possess excellent leadership skills
- Demonstrate a commitment to international understanding and peace through their personal and community service activities or academic and professional achievements (application to the Rotary Peace Fellowships program immediately after receiving an undergraduate degree is discouraged)

Country of study. Applicants selected for a fellowship will study at one of the Rotary Peace Centers in a country other than their country of citizenship or permanent residence. Exceptions to this requirement include (1) Japanese citizens or residents of Japan who have completed a course of study outside Japan and are interested in attending the Rotary Peace Center at International Christian University and (2) Thai citizens or residents of Thailand interested in attending the Rotary Peace Center at Chulalongkorn University. If an applicant is a citizen of one country and has applied for or received permanent residence in a second country, he or she may not apply for study at a Rotary Peace Center in either country.

Districts may sponsor foreign nationals or candidates from other nations who are unable to locate a sponsor district in their country of birth for the Rotary Peace Fellowships (including candidates from non-Rotary regions) who have close ties to the sponsor Rotary district.

Admission to university. Selected Rotary Peace Fellows must gain unconditional admission to their assigned universities. Failure to do so will nullify his or her fellowship. Final university admission decisions will rest with the universities; The Rotary Foundation cannot intervene, under any circumstances, in the admissions process on behalf of a selected peace fellow. Peace fellows assigned to the Rotary Peace Center at Chulalongkorn University are exempt from this requirement.

Applicants must be committed to completing the entire Rotary Peace Centers program and obtaining the corresponding degree or certificate at the end of the fellowship period.

Rotary Peace Fellowships may not be used for PhD study, even if such a degree may be completed at a Rotary Peace Center university within the fellowship period. Applicants who have completed previous graduate study and wish to pursue a PhD are not suitable candidates for the peace fellowships.

Eligibility. The following people are not eligible to apply for the Rotary Peace Fellowship:

- Rotarian
- Honorary Rotarian
- Employee of a club, district, or other Rotary entity or of Rotary International

- Spouse, lineal descendant (child or grandchild by blood or legal adoption), spouse of a lineal descendant, or an ancestor (parent or grandparent) of any living person in the foregoing categories
- Former Rotarian within 36 months of resignation from Rotary or his/her relative as described above

Such individuals, however, may apply to the Rotary Peace Center in Thailand on an exception basis and, if accepted, will be responsible for paying for all program-related costs, health insurance, and airfare.

Rotaract members and former Rotary Foundation Ambassadorial Scholars are eligible to apply provided they meet all other eligibility criteria. Starting in 2010, Rotary Ambassadorial Scholar alumni and graduates of the short-term program at Chulalongkorn must wait three years between the completion of their program and applying for the Rotary Peace Centers master's degree program. Rotary Peace Fellows who have completed the program at the master's level are not eligible to apply to the Chulalongkorn program.

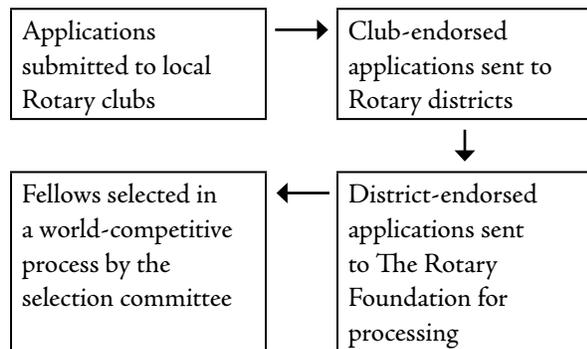
Applicants cannot compete for both the Ambassadorial Scholarship and the Rotary Peace Fellowship in the same year.

Persons with disabilities are eligible for Rotary Foundation awards and should not be overlooked. With the support of Rotarians in the sponsor and host districts, persons with disabilities have served as successful Rotary award recipients.

AVAILABILITY

Rotary Peace Fellowships are offered on a worldwide competitive basis. Each Rotary district and nondistricted club may submit as many applicants as they deem qualified for competition in the annual selection process. All districts are encouraged to recruit qualified applicants for the fellowship and to nominate candidate(s) for the annual competition. District eligibility to nominate candidates each year is not dependent on district financial contributions to The Rotary Foundation. Fellow selection is independent of funding.

APPLICATION PROCESS



FUNDING

Funding the Rotary Peace Fellowships is a global Rotary effort. These fellowships are supported through a pool of funds contributed by districts from their District Designated Fund (DDF) within the *SHARE* system, making it possible to offer the fellowships on a world-competitive basis.

Districts are not required to contribute funds to the peace fellowships pool to nominate fellowship candidates. However, all districts are encouraged to allocate some amount of their DDF in support of the peace fellowships. Any amount of DDF may be contributed; there is no minimum requirement or maximum limit. Districts that commit US\$25,000 every year, or \$50,000 every other year, are recognized as Rotary Peace Center Peacebuilder Districts.

Major gifts to The Rotary Foundation that are restricted to support the Rotary Peace Centers program are extremely important. Financial contributions from Rotarians and friends of Rotary will ensure the long-term success of the Rotary Peace Centers. In the short term, funds committed by the Foundation Trustees will support the administration of the Rotary Peace Centers, and DDF will support the peace fellowships. For the future, support from individual Rotarians will be needed to cover the majority of the program's costs. Therefore, the Trustees have approved the Rotary Peace Centers Major Gifts Initiative, which seeks to raise \$95 million by 2015 in order to permanently endow the program. More information is available at www.rotary.org/contribute.

2.

FINDING AND SELECTING CANDIDATES

Rotarians should consider a distinct marketing strategy for targeting applicants for Rotary Peace Fellowships.

FINDING QUALIFIED CANDIDATES

Qualified candidates should demonstrate a commitment to peace and conflict resolution through academic, volunteer, and professional experience, as well as outstanding leadership abilities and high academic achievement. Here is a sample list of areas from which to draw qualified applicants.

- Departments of international studies, international relations, political science, peace studies, and conflict resolution at local colleges and universities
- Nongovernmental organizations involved in human rights, disaster relief, aid distribution, environmental advocacy, refugee issues, and other issues related to peace and international cooperation
- International organizations and corporations
- Government agencies, such as departments of state, foreign ministries, diplomatic corps, and other groups of civil servants
- International volunteer agencies
- Military, security, and law enforcement personnel
- Mediation, arbitration, and dispute resolution groups
- Meetings of returned Peace Corps volunteers
- University alumni associations
- Former Rotary Foundation Ambassadorial Scholars or Group Study Exchange participants who work with international issues, development, peace-building, and conflict resolution, even if they currently live outside your district

Clubs and districts in areas that are experiencing or have recently experienced conflict are also encouraged to heavily promote this fellowship opportunity. Candidates from conflict regions have great potential for making an impact on peace and conflict resolution through study and training at the Rotary Peace Centers.

Districts may want to consider the following ideas for promoting the fellowship to attract qualified candidates:

- Inquire about the possibility of holding informational meetings with the groups listed previously.
- Host a lecture or discussion on a topic relevant to peace or international understanding. Promote this event to the groups listed previously.
- Invite current or former Rotary Peace Fellows or Ambassadorial Scholars to speak at informational meetings for Rotarians and non-Rotarian groups.
- Identify individuals affiliated with the groups listed previously and send them copies of the *Rotary Peace Fellowships Leaflet* (084) to share with their students, members, or clients. Be sure to include your district's contact information.
- Issue news releases to local/regional publications, college/university newspapers, radio stations, and public access cable television stations. News releases should reference the RI website at www.rotary.org/rotarycenters, where interested individuals can find more information. A sample news release is provided in this guide.
- Encourage the organizations and agencies listed previously to add links to the RI website on their sites.
- Contact leadership in Rotary districts that have nominated successful candidates for the Rotary Peace Fellowships to gather information on marketing and candidate recruitment strategies.

Rotary Peace Fellows are chosen from a wide variety of academic and professional backgrounds based on their ability to make the greatest impact on peace and conflict resolution during their careers. When considering applicants' academic and professional achievements, reviewers should not give preference to a particular academic subject, area of study, or profession. Reviewers should use the applicants' written statement and interview to determine how their interests, professional experience, previous studies, and volunteer experiences relate to the goals of the program. The most qualified candidates are chosen as peace fellows for each center's program. Where feasible, however, the selection committee also takes into consideration the candidates' professional, academic, geographic, and cultural background to achieve a diverse group of fellows at each Rotary Peace Center.

Profiles of Successful Peace Fellow Candidates

A career civil servant charged with mediating local disputes over political and environmental issues, who plans to develop and implement better social and environmental policies and training models for his or her home government

A health care professional who has provided medical care and training to the poor in war-torn countries and plans a career in international public health

A humanitarian aid agency project officer who has created microcredit loan programs for HIV widows in Sub-Saharan Africa, and plans a career in economic development through poverty reduction

A social worker who has counseled youth drafted as child soldiers, and plans a career in conflict prevention by creating regional mental health facilities that offer reconciliation and forgiveness training programs

A career military professional who worked with protective operations, and plans to incorporate conflict prevention and resolution methodology into the nation's armed forces

An educator who works with youth from different religious and ethnic groups, facilitating projects that will create greater understanding and prevent future conflicts

CONNECTING APPLICANTS WITH CLUBS

Connecting interested applicants with local Rotarians is a crucial part of the application process. To facilitate this connection, The Rotary Foundation will refer applicants to the district Rotary Peace Fellowships subcommittee chair (or, if the district doesn't have one, to the district governor or Foundation committee chair).

When contacted by prospective applicants, the district officer should refer them to the appropriate clubs and inform them of the district's application deadline; in turn, the district officer should alert club leaders that prospective applicants might be contacting them. If clubs do not have complete and updated information about the Rotary Peace Fellowships, the district peace fellowships chair should provide any necessary infor-

mation and training. This referral system is designed to create a pool of excellent candidates for the annual worldwide competition.

CLUB SELECTION AND ENDORSEMENT

Each Rotary club may endorse as many applicants for the Rotary Peace Fellowship as it deems qualified. The club Rotary Peace Fellowships subcommittee should review the purpose of the fellowship with all interested applicants and interview them before endorsing applications to be submitted to the district selection committee. If highly qualified applicants are not available to attend in-person interviews, clubs should arrange for alternative means of interview, such as phone, videoconference, or web conference.

Sponsor Rotarians might arrange for applicants to interview with Rotarians where the applicant currently lives. Rotarians also might consider having such applicants submit video or audio recordings that communicate their reasons for pursuing the fellowship, the relevance of the Rotary Peace Fellowship to their careers, and other information. See the *Rotary Peace Fellowship Application* (083) for a copy of the club endorsement form.

Sponsor clubs also should ensure that applicants have completed all application materials and submitted required accompanying documents such as academic transcripts and any tests required for admission to the universities they rank on the application form.

DISTRICT SELECTION COMMITTEE AND PROCESS

Because of the unique criteria and special focus of the Rotary Peace Fellowship, interviews for these applicants should be held separately from those for Ambassadorial Scholarships.

The Foundation Trustees recommend that the committee considering Rotary Peace Fellowship applications include the current district Rotary Peace Fellowships subcommittee chair, district governor, immediate past governor, governor-elect, or Rotary Foundation committee chair, and three Rotarians or non-Rotarians with expertise in the field of peace and conflict resolution, education, or civic or business leadership. The district may want to consider inviting a former Rotary Peace Fellow or Ambassadorial Scholar with professional experience in international relations

or conflict resolution to serve on the committee. If possible, the committee should include a member with language skills who can assess applicants' foreign language abilities.

INTERVIEWING CANDIDATES: WHAT TO LOOK FOR

In nominating candidates for the Rotary Peace Fellowships, the selection committee should consider how potential fellows will further the program's objectives. The committee should assess how applicants have demonstrated a commitment to international understanding and peace, as well as their potential to become leaders or expand on their leadership role in government, business, education, media, and other professions as demonstrated through previous experience. Ultimately, the committee should select candidates with leadership skills who will promote national and international cooperation, peace, and the successful resolution of conflict throughout their lives, in their careers, and through their service activities.

After completing the applicant screening and interview process, each Rotary district and nondistricted club may select as many applicants as they deem qualified for competition at the world level.

The district committee must complete the District Committee Interview Report (part of the fellowship application) for its selected Rotary Peace Fellow candidate(s). If applicants are living abroad and are unavailable for a personal interview, the district selection committee should arrange for an alternate means of interview (see "Club Selection and Endorsement"). Districts should furnish detailed and thorough responses in the interview report to provide The Rotary Foundation selection committee with complete candidate profiles.

LOW-INCOME COUNTRY CANDIDATE RECRUITMENT

In order to recruit more Rotary Peace Fellow applicants from low-income countries, The Rotary Foundation has created two funds to offset application and predeparture costs:

1) **Application costs.** Interested low-income country applicants who do not have funds to take the Graduate Record Exam (required of universities in the United States) and Test of English as a Foreign Language

would be waived of this requirement until chosen by their district. Once the candidate(s) is selected, the district would pay for the required tests and travel expenses to the test sites. The nominating district would be reimbursed up to US\$400 once the Foundation receives the application, test results, and appropriate reporting form, even if the candidate is not ultimately selected for the fellowship.

2) Predeparture costs. If a master's degree program applicant is selected as a peace fellow and admitted to his or her assigned Rotary Peace Center, the Foundation would provide a predeparture assistance grant of \$1,000. This grant is intended to offset the fellow's costs incurred for health insurance, visa, passport, medical exam, and university application fees. When possible, this grant would be funded prior to the start of the fellowship; when it is not, the grant would be issued after the start of the fellowship.

COMPETITIVE SELECTION PROCESS

The Rotary Foundation must receive the district's endorsed candidate's application materials by 1 July of the year preceding the start of each program. The application must be complete and include all academic transcripts, test scores, and any other accompanying documents required for admission to the universities the candidate preferences on the application form. Incomplete applications or those sent without required test scores will not be considered by the selection committee. Applicants should consult the *Rotary Peace Fellowship Application* (083) or individual universities for details about test requirements.

Candidates may apply to their universities of preference before being selected as a Rotary Peace Fellow. However, they should be aware that admission to a Rotary Peace Center university partner does not guarantee selection as a peace fellow.

Similarly, individuals selected as peace fellows in the master's degree program are not guaranteed admission to their assigned Rotary Peace Center university partner. If a selected peace fellow does not gain acceptance to his or her assigned university partner, the fellow must relinquish the fellowship. All final admissions decisions rest with the universities. Fellowship finalists should not quit their jobs, alter their plans, or pursue speaking engagements until they have been accepted to the partner university and all plans have been finalized.

PROGRAM TIMELINE AND DEADLINES

Districts are responsible for distributing application materials to their clubs. Each district must set its own deadline for clubs to submit Rotary Peace Fellowship applications to the district for consideration, keeping in mind that district-endorsed applications are due to The Rotary Foundation by 1 July of the year preceding the start of the program. The following timeline is recommended for program promotion and selection of candidates. The Foundation also encourages clubs and districts to be flexible when following this timeline, to allow individuals who learn about the fellowship late in the year the opportunity to apply.

Year Before Program	
December-January	District receives application materials from TRF and distributes them to clubs, notifying clubs of district deadline. District and clubs begin to promote the opportunity to attract well-qualified candidates.
March-May	Clubs interview and select candidates and submit their club-endorsed applications to the district in accordance with district deadline.
May-June	District interviews and selects Rotary Peace Fellow candidate(s). District submits its candidate application(s) to RI World Headquarters to arrive by 1 July.
July-October	TRF and Rotary Peace Center university partners screen applications and select fellowship finalists.
November	Districts and their candidates are notified of the results of the world-competitive selection process.

ORIENTATION AND HOSTING

Rotary Peace Fellows must be provided with appropriate orientation in both their sponsor and host districts to ensure that they understand The Rotary Foundation's mission, their role in supporting that mission, and their responsibilities as alumni.

ORIENTATION

Rotarian involvement in orientation seminars is critical to effectively preparing peace fellows and making them feel an important part of Rotary's work for international understanding and peace.

Each Rotary Peace Fellow has a Rotarian sponsor counselor who serves as an integral link between the fellow and the sponsor district and as a resource before, during, and after the fellowship period. The sponsor counselor provides support and one-on-one counseling about Rotary to the fellow.

Peace fellows and their sponsor Rotarians should attend an Ambassadorial Scholars orientation seminar in their region. To ensure the seminar's success, organizers should look for ways to address the special focus and expectations for the fellows. Organizers should allot time for fellows to meet with a small group of district leaders to discuss the fellows' unique responsibilities, expectations, potential projects, and collaboration.

If no orientation seminar is available in the region, the sponsor district should provide individualized orientation for the fellow that covers these topics. Guidelines for orientation of outbound fellows are available from TRF staff. In addition, an online orientation training module is mandatory for all fellows.

HOSTING

Each Rotary Peace Center has a host area that includes the Rotary district where the center is located and a number of surrounding districts. The host districts have a special challenge and opportunity in hosting a new class of Rotary Peace Fellows every year. Because Rotarian hosting is crucial to the peace fellows' success, a Rotarian counselor is assigned to each fellow in the host area.

Each Rotary Peace Center also has a Rotarian host area coordinator (appointed by the Foundation's trustee chair) who is typically a past district governor or regional Rotary Foundation coordinator. The host area coordinator serves as the primary contact between the host area Rotarians and the Rotary Peace Center director. The coordinator works with TRF to promote Rotary Peace Center activities, coordinate training and informational events, and facilitate host area club and district participation in these activities and events.

This joint hosting effort expands opportunities for Rotarian involvement with the Rotary Peace Center and provides important guidance and advice to the peace fellows and universities. TRF provides training and guidelines to the host areas to prepare them for their role and responsibilities in hosting the fellows. In turn, the host areas work with the universities to develop an annual orientation for the fellows.

Through orientation sessions and the active participation of host counselors and other area Rotarians, Rotary hopes to forge personal and lasting relationships between Rotary Peace Fellows and Rotarians. Each district also appoints an official host Rotary club to enhance the entire club's personal connection to the fellow and the fellow's relationship with many Rotarians in the host community.

ALUMNI RELATIONS

Rotarians are making a significant investment in Rotary Peace Fellows. Accordingly, there are high expectations for peace fellows in both their career commitments and ongoing involvement with Rotary. Peace fellows will be expected to maintain contact with The Rotary Foundation throughout their professional careers to advise and assist Rotary International and its member clubs in their efforts to contribute to world understanding and peace. These alumni will also be asked to evaluate and promote the peace fellowships program. Expectations for fellows are specified in the *Rotary Peace Fellowship Application* (083) and include:

- Developing an increased capacity in current work related to peace-building and conflict resolution
- Helping to build a lasting network of peacebuilders worldwide

- Serving as a global human resource with whom to consult and collaborate when facing conflict issues
- Maintaining a lasting relationship with Rotary

SAMPLE ALUMNI PROFILES FROM ROTARY PEACE CENTERS UNIVERSITY PARTNERS

Rotary Peace Centers alumni are working in a range of areas, from grassroots and local nongovernmental organizations to national governments, military, and police, to bilateral and international organizations such as the United Nations, World Bank, International Organization for Migration, and Organization of American States. For more examples of alumni success, see the *Rotary Peace Fellowships Alumni Booklet (092)* on the RI website. For information on all Rotary Peace Centers alumni, go to the Rotary Peace Centers web page, www.rotary.org/rotarycenters.

Rotary Peace Fellows are expected to maintain an association with Rotary throughout their careers. Sponsor and host Rotarians are key to developing a strong relationship that will continue and deepen over time.

Rotary Peace Fellowship alumni will help evaluate the Rotary Peace Centers program, promote it to potential candidates, and participate in Rotary Peace Centers annual seminars. TRF and the Rotary Peace Centers university partners will track the fellows' careers to assess the program's impact on international relations and peace. TRF also supports several newsletters, including *Reconnections* and *Peace Net*, and online communities to keep alumni and Rotarians connected.

5.

RESOURCES

Rotarians and applicants alike are encouraged to visit the RI website at www.rotary.org/rotarycenters for information on the Rotary Peace Centers program, including links to the university partners' websites.

HUMAN RESOURCES

District Rotary Peace Fellowship subcommittee chairs are responsible for promoting club and district participation in the program and for selecting peace fellow candidates. The chair ensures careful attention is paid to four basic elements: promotion and selection, ori-

entation, hosting fellows, and alumni outreach. The host area coordinator at each Rotary Peace Center is responsible for coordinating peace fellow speaking engagements and other Rotarian requests at the center. Coordinators may be reached by contacting TRF staff (see the end of this section).

Regional Rotary Foundation coordinators (RRFCs) and assistant RRFCs are knowledgeable Rotarians who serve as TRF resources for district leadership. Rotarians are encouraged to use the RRFC network to guide districts in peace fellow selection and promotion efforts.

Please direct any questions not answered in this guide or on the RI website to TRF staff (phone: 847-866-3307; fax: 847-556-2141; e-mail: rotarypeacecenters@rotary.org).

APPLICATION MATERIALS

Rotary Peace Fellowship application materials can be downloaded at www.rotary.org/rotarycenters. Materials are available in English, French, German, Italian, Japanese, Korean, Portuguese, and Spanish. However, all applications must be submitted in English. Updated application forms are available in December of each year.

Application materials include:

- *Rotary Peace Fellowship Application (083)*, to be completed by applicants
- *Rotary Peace Fellowships Leaflet (084)*, which explains program objectives, criteria, eligibility, funding, and application process, and includes contact information for the Rotary Peace Centers university partners
- *Rotary Peace Centers Alumni Booklet (092)*, which highlights the achievements and employment of peace fellow alumni

SAMPLE NEWS RELEASE

The news release is a basic tool for communicating information about Rotary Peace Fellowship opportunities. The following is a suggested news release about application availability. You should adapt it as needed to fit your culture and media standards.

For Immediate Release

Contact: (Name)

(Phone; Fax)

(E-mail)

Rotary Peace Fellowship applications available

(CITY) (DATE) — Applications for Rotary Peace Fellowships are now available from the Rotary Club of (name).

The fellowships are for study at one of the seven Rotary Peace Centers to obtain a master's degree in international relations, peace studies, conflict resolution, and related areas, or a professional development certificate in peace and conflict studies. The Rotary Peace Centers have been established by The Rotary Foundation of Rotary International in partnership with prestigious universities throughout the world.

During their studies, Rotary Peace Fellows will work to advance knowledge of issues related to peace, causes of conflict, and world understanding. The fellows will participate in a Rotary Peace Centers seminar and will commit to a career related to international relations, peace, and conflict resolution.

Rotary Peace Fellowships cover up to two academic years and provide funding for round-trip transportation, tuition and fees, room, board, and other limited expenses.

For more information and a fellowship application, please contact (insert local contact information in this paragraph — name, address, and phone numbers, as well as application deadline dates). Interested individuals can also consult the Rotary International website at www.rotary.org/rotarycenters for more information and to download an application.

The Rotary Peace Centers are hosted at the following universities:

- Chulalongkorn University, Bangkok, Thailand
- Duke University and the University of North Carolina at Chapel Hill, North Carolina, USA (both universities jointly host one Rotary Peace Center)
- International Christian University, Tokyo, Japan
- Universidad del Salvador, Buenos Aires, Argentina
- University of Bradford, West Yorkshire, England
- University of Queensland, Brisbane, Queensland, Australia
- Uppsala University, Uppsala, Sweden

APPENDIX

FREQUENTLY ASKED QUESTIONS

Where can I find information online about Rotary Peace Centers and Rotary Peace Fellowships?

Information is available on the RI website at www.rotary.org/rotarycenters.

Where can I get applications for the Rotary Peace Fellowships?

Applications can be downloaded at www.rotary.org/rotarycenters.

Are Rotarians and their relatives eligible to apply for this program?

Rotarians and their immediate relatives are not eligible for the master's degree program, but they may apply to attend the Rotary Peace Center at Chulalongkorn University under an exception policy. However, non-linear descendants (e.g., sibling, uncle) may be eligible. See page 4 for eligibility requirements.

Is there a limit to the number of peace fellowship applications my club may endorse?

No. Districts can endorse any number of peace fellow applications they deem qualified. Candidates who are endorsed by a district with additional nominees are not at any disadvantage.

Citizens of foreign countries and non-Rotary countries have approached the club/district about application to the program. Are we allowed to sponsor these candidates for a peace fellowship?

Yes, but the candidate may not apply for study in their country of citizenship. Exceptions to this requirement include (1) Japanese citizens or residents of Japan who have completed a course of study outside Japan and are interested in attending the Rotary Peace Center at International Christian University and (2) Thai citizens or residents of Thailand interested in attending the Rotary Peace Center at Chulalongkorn University.

I am interested in having a Rotary Peace Fellow speak at my upcoming district conference or Rotary institute. How can I arrange that?

Call or e-mail Rotary Foundation staff (847-866-3332; rotarypeacecenters@rotary.org). They will put you in touch with the appropriate Rotarian host area coordinator who handles speaking requests for the peace fellows.

When is the fellowship application deadline?

Clubs and districts set their own application deadlines. However, districts must submit their candidate applications to TRF by 1 July of the year before the intended program year. Districts should set a deadline for club submissions that allows sufficient time to screen applications and conduct interviews to comply with the 1 July deadline for the world competition.

Who funds the Rotary Peace Fellowships?

These fellowships are supported through a pool of funds contributed by districts from their District Designated Fund (DDF) within the *SHARE* system. All districts are encouraged to allocate some amount of their DDF in support of the fellowships. A number of individual donors also have made major gifts to name and endow the fellowships.

What happens to the DDF my district contributes if the fellow we nominate is not one of the class of Rotary Peace Fellows selected on a world-competitive basis?

The DDF contributed will support the class of fellows selected on a world-competitive basis; therefore, DDF allocations made by a district are not connected to a specific fellow. For that reason, the DDF does not revert back to the district if the candidate it endorsed is not subsequently selected.

How were the Rotary Peace Centers university partners selected?

The Rotary Peace Centers Committee considered more than 100 universities. The committee's final recommendations to the Trustees were based on specific criteria including geographic diversity, superior curriculum and faculty, and willingness to work with the Foundation.

What is the difference between a Rotary Peace Fellowship and an Ambassadorial Scholarship?

Rotary Peace Fellows are selected on a world-competitive basis to study at one of the seven Rotary Peace Centers in a master's degree program in international relations, peace studies, conflict resolution, and related areas, or a professional development certificate in peace and conflict studies. They are funded by a global pool of contributions composed largely of DDF.

Ambassadorial Scholars are selected and funded by sponsoring Rotary districts. These scholarships are not limited to certain universities or fields of study and are generally not intended for the completion of a degree.

Are successful candidates for Rotary Peace Fellowships assigned to the Rotary Peace Center of their choice?

Candidates indicate their preferences for assignment to any of the seven Rotary Peace Centers, but final university assignments are determined by the Foundation Trustees as recommended by the world-competitive selection committee. The committee includes faculty from the seven Rotary Peace Centers. Selection as a peace fellow does not guarantee university admission, and all fellows must gain admission to their assigned Rotary Peace Centers to receive fellowship funds (master's degree study only).

Can a former Rotary Ambassadorial Scholar compete for a Rotary Peace Fellowship?

Yes, but he or she must wait three years after the completion date of the Ambassadorial Scholarship before applying for the peace fellowship.

Can an applicant compete for both the Ambassadorial Scholarship and the Rotary Peace Fellowship at the same time?

No.

Are Rotary Peace Fellows required to attend a Rotary Peace Center in a country other than their own?

Yes, with the exception of Japanese citizens or residents of Japan who have completed a course of study outside of Japan and are interested in attending the Rotary Peace Center at International Christian University, and Thai citizens or residents of Thailand who are interested in attending the Rotary Peace Center at Chulalongkorn University.

Do districts have to allocate US\$50,000 in the District Designated Fund (DDF) to nominate a Rotary Peace Fellow?

No. Districts need not contribute any DDF to nominate a peace fellow.

Is the Rotary Peace Centers program fully funded by endowed, named, and donated fellowships?

The program is currently funded through DDF donations, although the ultimate goal of the Rotary Peace Centers program is to be fully self-funded through endowed, named, and donated fellowships.

Must a district donate DDF in increments of US\$25,000 (e.g., \$25,000, \$50,000, \$100,000) in order to contribute to the Rotary Peace Centers program?

No. Districts or individuals can donate any amount to the Rotary Peace Centers program. Please contact a TRF representative to learn how to donate.

A BRIEF HISTORY OF THE ROTARY PEACE CENTERS PROGRAM

Rotarians have long dreamed of creating a Rotary-sponsored academy to promote understanding and peace. Over the past 25 years, a variety of initiatives have been proposed to make this dream a reality. In 1996 under the leadership of Rotary Foundation Trustee Chair Rajendra Saboo, a committee was formed to consider the concept of an educational center, institute, or university dedicated to Paul Harris as a way of commemorating the 50th anniversary of his death in 1947. Composed of four Rotarians with professional backgrounds and experience in higher education, this committee explored a variety of academic models and ultimately recommended the creation of Paul Harris Centers for International Studies at several universities worldwide. At these centers, fellows would obtain a graduate degree focusing on issues related to international relations, conflict resolution, and peace studies. The Foundation Trustees adopted this proposal in principle and appointed a committee of Rotarians to fully develop the plan.

Over the next two years this committee created a conceptual plan for the centers, reviewed university proposals, and conducted site visits at universities interested in hosting a center. In 1999, the Trustees approved the plan to partner with universities to establish the Rotary Centers for International Studies in peace

and conflict resolution. The centers were so named to increase public awareness of Rotary’s commitment to peace.

The Rotary Peace Centers Committee considered more than 100 universities and based their final recommendations to the Trustees on such criteria as geographic diversity, the university’s willingness to work with The Rotary Foundation, superior faculty, and an established degree program with a core curriculum in international relations, peace, and conflict resolution. Rotary Peace Fellows began traveling abroad to pursue a master’s degree at the Rotary Peace Centers in 2002.

In 2006, a pilot of a short-term peace studies program was launched at Chulalongkorn University in Bangkok, Thailand. This alternative to the master’s degree program enhanced Rotary’s existing work to support international peace studies and attracted mid-to upper-level professionals who could arrange to be away from their employment for just a few months. It also provided a lower-cost option to The Rotary Foundation and more immediate returns on Rotary’s investment in world understanding and peace. In 2008, the Trustees approved the short-term option as a permanent offering within the Rotary Peace Centers program.

DIFFERENCES BETWEEN ROTARY PEACE FELLOWSHIPS AND AMBASSADORIAL SCHOLARSHIPS

Although the Rotary Peace Fellowships program builds on the strengths and success of the Ambassadorial Scholarships program, the focus and structure of the two programs differ in terms of scholarship availability, strategies for promotion and recruitment, selection criteria and process, application materials, and funding. Understanding the differences between the two programs will help in selecting qualified candidates for the fellowships program. Candidates for Rotary Peace Fellowships generally will be older and more professionally focused than those for Ambassadorial Scholarships. Rotarians are encouraged to read the Rotary Peace Fellowship application materials thoroughly to gain a complete understanding of the program’s objectives and requirements.

Rotary Peace Fellows	Ambassadorial Scholars
Have already earned a bachelor’s degree or equivalent before starting their fellowship	Include students at the undergraduate and graduate levels
Have significant, relevant work experience in conflict resolution, mediation, diplomacy, international relations, or similar fields	May or may not have significant work experience
Demonstrate a commitment to a career dedicated to peace and conflict resolution following their fellowship	Pursue studies and careers in any academic and professional areas



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