

RYLA PLANNING TIMELINE

Twelve to Fourteen Months prior to RYLA

Include in the Club Budget funding for one or more students. Cost for 2004 will be \$285 per student. This cost does not include transportation. For late registration fees increase to \$310.

Identify a RYLA Contact person or committee (for upcoming Rotary year). This committee should function like any other in your club with the important task of selecting the students your club will sponsor to the Leadership Conference.

Have a planning session to make sure the Committee knows what it is required to send a RYLA student to the Conference. If information is required contact the District RYLA Chairman by phone or on the web. At www.lamarrotary.org or by email at leadership@lamarrotary.org.

Month of June (twelve months prior to the next conference)

Invite the RYLA students that attended the conference that month to a club meeting to share their thoughts on the Leadership Conference just attended.

Month of August or September

A letter and a picture will be received from the Conference relating to the students you sent the previous June. This is for your information and use.

Month of November

RYLA material including the RESERVATION FOR PARTICIPATION will be mailed to the Club President and the Club RYLA contact. Be sure this material gets to the proper person in your Club. This material will also include the names of any students recommended by the prior students.

Month of December

RESERVATION FOR PARTICIPATION for your club sponsored students are due December 31.

Deposits of \$100 for each student to attend are due with the RESERVATION FOR PARTICIPATION by December 31.

Month of February

Start the process of identifying your students. (Look first in your club) Work with your club members, school administrators, boys and girls clubs, Boy and Girl Scouts etc. to find candidates for your sponsorship.

Month of March

Continue search for students if necessary.

Month of April

If deposit is made by December final balance is due by April 30.

April 30 is also the date to cancel your RESERVATION FOR PARTICIPATION with a \$50 drop fee kept by the conference for administrative costs.

April or May is the time to select your students and any alternates if possible.

Once students are selected then your club should invite them to attend a meeting before they attend the conference in June. Again consider selecting alternates in case those originally selected are unable to attend.

Send student registration forms to the Conference Coordinator as soon as you have identified the students. The students names are not required until the end of May for those schools that elect leaders during that month. (The earlier the student names are received the sooner they will be sent the student packets. These packets explain the timetable for the conference and give them other important information necessary for them to plan their trip.)

Month of May

Student RESERVATIONS can still be made, but the cost per student will now be increased by \$25 for each reservation made after April. If full conference fees were not paid by April 30, the total cost of the fee will also increase by \$25.

Follow up with your students to confirm that they have received a packet from the conference explaining to them what is expected during the 4 days they will be in Lamar.

Meet with your students and explain the travel arrangements the club has made to make their journey to Lamar the start of a terrific experience. If the students are not coming on their own or with their parents then make sure someone in the club is made responsible for travel arrangements to Lamar.

Month of June

Visit with your students and make the final travel arrangements for their trip.

Bring your students to RYLA June 13-16 in Lamar, Colorado. Rotary Clubs should use this trip as an opportunity to meet and get to know their community youth better.

Month of June or July

Invite your students to a weekly club meeting and let them present a program about their experiences at RYLA.