

## HOW TO SEARCH FOR A PROJECT

Refine your search by selecting the search criteria to best narrow down the number of projects displayed.

The search criteria are down the left-hand side (blue shading).

Where you enter text ensure you spell it the same as recorded on the website.

Note where there are choices the menu opens with **ALL** selected.

### These are the Search parameters:

**Text** - When using text to search for projects, try to pick a unique word or phrase that identifies the projects you wish to view.

Note: Text searching will only display projects with the entered text in the project name or description fields.

**Project Number** – can be 1,2 or 3 numbers and year of registration.

**Causes** – Select any of the 7 Rotary International supported causes, Health Care to include Polio projects as well as Rotary Australia Repurposing Equipment (RARE) and Rotarians Against Malaria (RAM) projects.

**Country** - Select the desired country from the drop-down menu.

**Manager** – Name of the Project Manager or Deputy Project Manager spelt correctly

**Project Type** – Select from Overseas Aid (RAOAF), Benevolent Society (RABS), Compassionate Grants (RACGS) or Relief Fund for projects responding to Disasters.

**Sponsor Club Australia** – type in the name of the sponsoring Rotary Club within Australia with correct spelling.

**District Australia** – select from the drop-down menu.

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**RAWCS Region Australia** – select from the drop-down menu.

**District Overseas** – select the endorsing Rotary District overseas from the drop-down menu.

**Project Status** – select from Current, Completed or Discontinued projects.

**Other** – you can select for projects that want any of these things - Volunteers, Funding, Donations online, Tax deductible, Disaster relief

**Projects displayed per page** – 25 selected but can select 5, 10, 25, 50, 100 or All.

Note many of these advanced searches are to assist RAWCS Regional Coordinators, RAWCS District Chairs, Project Managers, Clubs and Districts identify those projects that they are responsible for administering.