



1st VDG/DGE District Goal Submission, Review and Support Process FAQs

PROCESS:

Between November 2017 and April 30, 2018, 1st Vice District Governors/District Governors-elect (1st VDGs/DGEs) will:

- Establish district goals and action plans
 - The 1st VDG/DGE will establish district leadership development, membership development, service impact and LCIF support goals and action plans by completing the DGE Online Assignments, attending the DGE MD Training & DGE Area Training and collaborating with the following current (fiscal year 2017-2018) Lion leaders:
 - Second vice district governor
 - District Global Action Team GLT/GMT/GST and LCIF coordinators
 - Multiple district Global Action Team GLT/GMT/GST and LCIF coordinators, where applicable
 - Global Action Team GLT/GMT/GST area leaders
- Submit final goals and action plans to LCI
 - Once goals and action plans are final, 1st VDGs/DGEs will submit the district's goals and action plans to LCI using the [2018-2019 District Goals](#) web page. *(Available after January 29, 2018.)*
- Request review and support of the district goals

The 1st VDG/DGE will request that the following current (fiscal year 2017-2018) Lions leaders review and provide their support for the district goals using the [2018-2019 District Goals](#) web page.

 - Second vice district governor
 - District Global Action Team GLT/GMT/GST and LCIF coordinators
 - Multiple district Global Action Team GLT/GMT/GST and LCIF coordinators, where applicable
 - Global Action Team GLT/GMT/GST area leaders

Online submission and review of district leadership development, membership development, service impact and LCIF support goals and action plans are due **April 30, 2018**.

FREQUENTLY ASKED QUESTIONS:

1. Who should be involved in the establishment of a district's goals?

It is recommended that the 1st VDG/DGE collaborate with the following Lions leaders to create the district's leadership development, membership development, service impact and LCIF support goals and action plans.

- Second vice district governor
- District Global Action Team GLT/GMT/GST and LCIF coordinators
- Multiple district Global Action Team GLT/GMT/GST and LCIF coordinators, where applicable
- Global Action Team GLT/GMT/GST area leaders



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This team approach to establishing S.M.A.R.T. district goals and action plans reinforces a shared commitment for implementation and achievement of the district's goals. The S.M.A.R.T. Goal Template is located on the [2018-2019 District Goals](#) web page.

2. Where do I locate my LCI member identification number which is required for the submission of my district's goals and action plans?

If you do not know your Lions Clubs member identification number, please contact your club secretary or DGE Seminar Group Leader for assistance.

A Lions Clubs International (LCI) member identification number is required for 1st VDG/DGE to submit the district's goals and action plans.

The following Lions leaders will need their Lions Clubs International (LCI) member identification number to provide their review and support of the district goals.

- Second vice district governor
- District Global Action Team GLT/GMT/GST and LCIF coordinators
- Multiple district Global Action Team GLT/GMT/GST and LCIF coordinators, where applicable
- Global Action Team GLT/GMT/GST area leaders

3. What if the 1st VDG/DGE is not able to submit all of the district's goals and action plans online at one time?

1st VDGs/DGEs may submit goals and action plans once they are final. To enter additional goals and action plans, use the "Modify or Enter Additional Goals" link on the [2018-2019 District Goals](#) web page. After entering your member identification number, any goals and action plans previously entered will appear and you may proceed with modifying any goals and action plans previously entered or adding new goals and action plans.

NOTE: Sections of the goal and action plan submission form marked with an (*) must be completed before the system will allow you save and submit your entry.

4. Are 1st VDGs/DGEs able to modify submitted goals and action plans or add new goals and action plans?

Yes, use the "Modify or Enter Additional Goals" link on the [2018-2019 District Goals](#) web page.

NOTE: Once the 2018-2019 fiscal year begins, should opportunities present themselves or unexpected situations arise, adjustments may be needed to a district's goals and action plans. These rare modifications may be made during the course of the 2018-2019 Lions year.



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5. **After the 1st VDG/DGE submits the district leadership development, membership development, service impact and LCIF support goals and action plans, what is the next step?**

After submitting the district’s goals and action plans online, contact the current (fiscal year 2017-2018) Lions leaders listed below and inform them that the district’s goals and action plans are available online for their review.

Leadership Development	Membership Development	Service Impact	LCIF Support
Second Vice District Governor	Second Vice District Governor	Second Vice District Governor	Second Vice District Governor
District GLT Coordinator	District GMT Coordinator	District GST Coordinator	LCIF District Coordinator
Multiple District GLT Coordinator <i>(where applicable)</i>	Multiple District GMT Coordinator <i>(where applicable)</i>	Multiple District GST Coordinator <i>(where applicable)</i>	LCIF Multiple District Coordinator <i>(where applicable)</i>
GLT Area Leader	GMT Area Leader	GST Area Leader	Not applicable

For information on the goal review and support process please refer to the “Goal Review and Support Tutorial” link on the [2018-2019 District Goals](#) web page.

6. **Who should provide review and support of the district leadership development, membership development, service impact and LCIF support goals and action plans submitted by the 1st VDG/DGE?**

The submitted district goals and action plans should be reviewed and supported by the following current (fiscal year 2017-2018) Lions leaders:

Leadership Development	Membership Development	Service Impact	LCIF Support
Second Vice District Governor	Second Vice District Governor	Second Vice District Governor	Second Vice District Governor
District GLT Coordinator	District GMT Coordinator	District GST Coordinator	LCIF District Coordinator
Multiple District GLT Coordinator <i>(where applicable)</i>	Multiple District GMT Coordinator <i>(where applicable)</i>	Multiple District GST Coordinator <i>(where applicable)</i>	LCIF Multiple District Coordinator <i>(where applicable)</i>
GLT Area Leader	GMT Area Leader	GST Area Leader	Not applicable

7. **Who is responsible for ensuring that the district goals are reviewed and supported by the required Lions leaders?**

The 1st VDG/DGE is responsible for ensuring all of the required Lions leaders provide their review and support via the [2018-2019 District Goals](#) web page.



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Submitted district goals and the review and support status may be viewed using the “View or Print Goals” link on the [2018-2019 District Goals](#) web page.

For information on the goal review and support process, please refer to the “Goal Review and Support Tutorial” on the [2018-2019 District Goals](#) web page.

8. When and where do the required Lions leaders provide their review and support of the district’s goal and action plans?

When the required Lions leaders accept the district’s submitted goals and action plans as final, their review and support should be provided using the “Goal Review and Support” link on the [2018-2019 District Goals](#) webpage. For information on the goal review and support process, please refer to the “Goal Review and Support Tutorial” on the [2018-2019 District Goals](#) web page.

Second vice district governors only need to submit their support **once** to change the review status for all four sets goals and action plans to “reviewed”.

A Lion leader that is required to review and provide their support for more than one set of district goals will need to complete the review and support process for each of their roles to change the review status to “reviewed”. (see the District Goals & Action Plans Review and Support Tutorial)

NOTE: To provide review and support of submitted district goals, the required Lions leaders will need their Lions Clubs International (LCI) member identification number. If you do not know your Lions Clubs member identification number, please contact your club secretary.

9. When attempting to provide review and support for submitted district goals, what should the Lions leader do if incorrect districts or no districts appear on the District Goals Review and Support webpage?

Should this situation arise, please contact the [Global Action Team Support Staff](#)

10. What if a 1st VDG/DGE submits a new district goal or modifies his/her existing district goals?

The 1st VDG/DGE may enter a new goal or modify his/her existing goals using the Modify or Enter Additional Goals link. The new and/or modified goal submission **will not require** the second vice district governor, Global Action Team district coordinators/LCIF coordinator, Global Action Team multiple district coordinators/LCIF multiple district coordinator and Global Action Team area leaders to repeat the goal review and support process.

11. What if a 1st VDG/DGE is not able to obtain all of the required confirmations for the district’s goals and action plans?

It is recommended that the 1st VDG/DGE collaborate with the following Lions leaders to create the district’s leadership development, membership development, service impact and LCIF



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support goals and action plans so that any concerns with the goals and/or action plans are addressed prior to submitting the goals and action plans to LCI.

- Second vice district governor
- District Global Action Team GLT/GMT/GST and LCIF coordinators
- Multiple district Global Action Team GLT/GMT/GST and LCIF coordinators, where applicable
- Global Action Team GLT/GMT/GST area leaders

If the 1st VDG/DGE is not able to obtain the support for the district's goals and action plans, efforts should be made by all by all parties to reach a consensus.

If, after all attempts are made, support for the district's goals and action plans cannot be obtained, the respective Global Action Team GLT/GMT/GST area leader, should notify the [Global Action Team Support Staff](#).

12. How does a 1st VDG/DGE confirm that the district's goals and action plans were submitted and that the required Lions leaders have reviewed and provided their support for the submitted district goals?

Use the "View or Print Goals" link on the [2018-2019 District Goals](#) web page to view submitted district goals and the status of the review and support process.

Follow the instructions to select the appropriate constitutional area, multiple or single district, and district to review.

Goal Status Options:

- **Not Submitted:** 1st VDG/DGE has **NOT** submitted the district's goals and action plans.
- **Submitted:** 1st VDG/DGE has submitted the district's goals and action plans.

Goal Review Status Options:

- **Pending:** Once a 1st VDG/DGE enters all four sets of his/her district's goals and action plans, the support status for all required parties becomes "**pending**"
- **Reviewed:** A required party has "**reviewed**" the district's goals and action plans submitted by the 1st VDGs/DGEs