



## EMERGENCY GRANT CRITERIA & APPLICATION

**EMERGENCY GRANT PROGRAM OBJECTIVE:** To provide immediate Emergency relief assistance to victims of natural disasters through the service work programs of International Lions Clubs globally. Emergency grants are available for relief aid in the wake of tornados, hurricanes, earthquakes, typhoons, monsoons, ice storms, wild fires, flooding caused by excessive rains, and similar natural disasters. Emergency grants are not eligible for drought, infestations, disease outbreaks, man-made disasters, political strife, or random acts of violence.

**APPLICATION AND CRITERIA REQUIREMENTS:** Emergency grants in amounts up to US\$10,000 is available to help Lions districts with the distribution of immediate relief aid to victims of serious natural disasters, where 100 or more people have been displaced or affected. The district governor must submit the request for an Emergency grant and provide specific details on the damages sustained within their district. Local clubs may not submit requests for Emergency grants. **LCIF should receive this request from the District Governor within 30 days of the disaster's occurrence.** Requests received after this 30-day time period is not eligible. Due to this 30-day submission deadline, it is recommended that requests be submitted via E-mail, fax or by phone. Mailing requests to LCIF may delay receipt of the application and is therefore not recommended.

Emergency grant funds are limited to the purchase of food, bottled water, clothing, blankets, medicine and cleaning supplies. Emergency grant funds may not be used to provide shelter, rebuild damaged facilities and homes or replace household and personal belongings lost as a result of the natural disaster. LCIF Standard grants up to US\$75,000 are available for long-term reconstruction and rehabilitation projects for vital public facilities damaged during a disaster.

### **EMERGENCY GRANTS CRITERIA:**

1. The Chairperson of the LCIF Board of Trustees has approval authority for Emergency Grants for an amount up to US\$10,000. Such grants will be considered for situations evidenced by an urgent need for water, food, clothing, medical supplies, blankets, and cleaning supplies not available from other agencies. The district governor will provide a plan of action for a Lions-led relief effort involving local Lions, in distributing the LCIF-funded relief supplies.
2. An Emergency Grant request from any executive officer of LCI shall be given priority based upon his/her personal witness to a natural disaster. Such grants shall be subject to all other Emergency grant criteria.
3. An Emergency grant recipient shall be obligated, as soon as reasonably possible, to supply all information required under the usual grant application process as a condition of acceptance of an Emergency Grant.
4. LCIF shall not be a primary relief agency nor shall it seek to duplicate the work of such agencies in their efforts to meet immediate disaster needs, nor attempt to assume responsibilities of governments, insurance carriers or private efforts, except where flagrant and otherwise irremediable omission occur.
5. Emergency grants shall not be given or used to provide direct cash assistance to disaster victims. Numerous other agencies exist principally for that purpose and, in most cases; an emergency financial grant is not sufficient to effectively provide for the victim's needs.

6. Receipt of an Emergency grant will not necessarily preclude further application being made for matching under the Standard Grant Program for disaster reconstruction projects.
7. Emergency grant recipients are obligated to use grant funds for the original purpose intended within 30 days of receipt of the grant unless given an extension by LCIF. The grant must be used within this time period, immediately after which the district receiving the grant shall send LCIF any unused funds and a detailed grant report of how the funds were expended, along with appropriate receipts and supporting documentation. However outstanding final reports may delay the application process of subsequent requests.

**DISASTER DETAILS:** The district governor should answer the following questions in detail. It is important that as much information as possible is provided about the damages sustained within the district. A delay in providing this information will delay processing of the emergency grant request.

1. When and where did the disaster occur? (Specify cities, counties, villages, etc.)
2. What is the extent of the damage, deaths, and injuries? How many homes and families were affected?
3. What are the current relief efforts underway by the community, relief agencies and by the Lions?
4. What is the district's plan of action to purchase and distribute immediate relief aid such as food; clothing, blankets and bottled water, medical supplies and similar items with the LCIF Emergency grant funds?

When all information is received from the district governor and if it meets the Emergency grant criteria, the request is presented to the LCIF Chairperson for consideration. Emergency grants are issued upon the approval of the Foundation's Chairperson within the guidelines of the Emergency grant criteria. LCIF will not reimburse the Lions for money spent on relief efforts executed prior to approval being received from the LCIF Chairperson.

**CERTIFICATION BY DISTRICT GOVERNOR:**

This is to certify that I have reviewed the LCIF Emergency Grant Criteria. I endorse the need for an Emergency grant and will do everything in my power to assure proper and efficient administration of the Emergency grant funds to purchase and distribute only food, clothing, blankets and bottled water, cleaning supplies, medical supplies and similar items through a Lions relief program.

District \_\_\_\_\_ Nature of disaster \_\_\_\_\_

Date disaster occurred \_\_\_\_\_ Date of request \_\_\_\_\_

Signature \_\_\_\_\_ Address \_\_\_\_\_  
 District Governor

City \_\_\_\_\_ State/Province/Country \_\_\_\_\_

Telephone Number \_\_\_\_\_ Fax Number \_\_\_\_\_

E-mail Address \_\_\_\_\_