



Lions Quest Promotional Grant Criteria and Application

Lions Quest Promotional Grants are available for US\$1,000 each, at a maximum of 25 per fiscal year (two per multiple district whether the MD or one or more districts together apply). Grant applications, approved on a rolling basis, are due by the first of each month, with approvals given by the end of the month, until funds are depleted.

Application

Each fiscal year, a Lions Quest Chairperson at the MD or D level (with appropriate DG and/or CC approval and signature) can submit a request to promote the Lions Quest program through a Lions Quest Promotional Grant. Funds can be applied to one or more promotional seminars for Lions, community committees, and/or educators/school administrators.

The Lions Quest Promotional Grant is designed to assist districts with their understanding and communication of the Lions Quest life skills and drug prevention program. Under this new grant, districts may apply for up to US\$1,000 from Lions Clubs International Foundation for a promotional seminar(s).

The objective of such seminars is to provide information and strategies to Lions and non-Lions on how to start a Lions Quest program in their community. The prototype would include activities from Lions Quest trainers, knowledgeable local Lions, teachers or LCIF staff, that highlight the curriculum and teacher training; strategies for approaching school districts; and how to secure partners and funding.

_____ This is a district application for district/s _____

_____ This is a multiple district application for MD _____

Contact person: _____ Title: _____

Address: _____ City: _____

State/Province: _____ Postal Code: _____ Country: _____

Phone: _____ Fax: _____ Email: _____

Program Date: _____ Audience (circle) Lions, educators, community members

Amount Requested (up to US\$1,000) _____

Partner Organizations (if any) _____

Program Description

Describe the format and goals of the seminar/program.

Describe how this seminar/program will respond to local needs.

What techniques will you use to follow-up with participants?

Provide a proposed time schedule for planning and executing the event.

Program Budget

Be as specific as possible to show event income and expenses.

Facility Rental _____	A/V Equipment _____
Snacks/Beverages _____	Printing, Shipping _____
Postage, Advertising _____	Speaker Expenses _____
Office Expenses _____	Other _____
Income/Funds _____	

To the best of my knowledge, the information submitted is accurate and the need exists as indicated. I endorse this application and will do everything in my power, as administrator of any funds granted, to ensure proper and efficient use, proper accounting, and proper reporting to the Lions Quest department at LCIF.

District Application:

_____ Signature of Event Coordinator	District	Date
_____ Signature of District Governor	District	Date
_____ Signature of Council Chair	MD	Date

MD Application:

_____ Signature of Event Coordinator	District	Date
_____ Signature of Council Chair	MD	Date

Guidelines

Funding Criteria

A Lions district, multiple district, or combination of districts must submit the application. Applications from individual clubs will **not** be accepted. A knowledgeable Lion, teacher, trainer or staff member can facilitate a promotional seminar. These seminars can be targeted towards Lions, educators/school administrators, or both. **Funding cannot be requested to reimburse for events that have already taken place.**

Examples of Grant Usage

The grant of up to \$1,000 can be used for hosting a general promotional seminar using knowledgeable local Lions or teachers, trainers or staff, to educate Lions, teachers, school administrators, or local community members. Some approved seminar costs may include:

- Room rental
- Audio/visual rental (laptop and power point projector if needed)
- Promotional materials and shipping
- A meal or snacks for participants
- Possible substitute teacher costs
- Flight, hotel and expenses for trainer or staff member (if they are facilitating the seminar)
- Local transport from airport to hotel to meeting space and back to airport if trainer or a staff member is giving the presentation
- Trainer fees - \$840 for a full day (if they are facilitating the seminar)

It will be viewed favorably if Lions can demonstrate support from a local college or university willing to donate a room and promote the seminar through their contacts in the education community.

Grant recipients must submit a complete report on the results of the session, including number of people reached, description of follow up after the session, contact information for those interested in supporting a full Lions Quest workshop, and any media coverage of the event. Copies of advertisements, program agenda, and participant evaluations should also be included in the final report.

To submit application:

1. Attach with this application a proposed agenda and list of requested speakers.
2. Mail or fax the completed, signed application and attachments to:

**Lions Quest
Lions Clubs International Foundation
300 W. 22nd Street
Oak Brook, IL 60523
USA**

Fax: 630-706-9171