



## Family Fitness Walk and Social Gathering

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All Lions clubs are autonomous, meaning that each Lions club is an independent entity responsible for conducting its own events and complying with local laws and regulations. This planner is intended to provide recommendations and should not be considered legal advice or best practices. The activities in this planner may or may not be appropriate within your community. Please consult a local professional to ensure compliance with all laws and regulations, safety guidelines and best practices.



# Family Fitness Walk and Social Gathering

## Supporting families of blind and visually impaired youth

This project planner can help your club organize a fitness walk and social gathering that promotes exercise, recreation and peer-to-peer networking for youth and families affected by blindness and/or visual impairment.

By taking on this project, you're helping achieve our strategic vision of improving the quality of life for people who are blind and visually impaired.

### Start planning your event.

Fill in the blank fields in the form below to determine the details of your event.

<b>What you will achieve</b> » Provide a safe social gathering and group walk that equips families with a positive outlook that blind and visually impaired youth can improve their self-esteem, gain independence and enjoy recreational and fitness activities with their peers	<b>Duration</b> Half day (4 hours)	<b>Location</b> Choose a space large enough to accommodate simultaneous activities: <input type="radio"/> Local sports track with infield <input type="radio"/> Walking path around community lake <input type="radio"/> Other _____
	<b>Planning time</b> 2-4 months	
	<b>Start/end dates</b> _____	

### Planned participants

Select the audience you would like to serve at your event.



▶ Emphasize that this is a recreational and fitness opportunity for all involved, including youth, adults, volunteers and other invited guests.

<b>People we will serve:</b> <input checked="" type="checkbox"/> Children <input checked="" type="checkbox"/> Youth <input type="checkbox"/> Adult <input type="checkbox"/> All	<b>People who will provide services:</b> <input type="checkbox"/> Community recreation administrators <input type="checkbox"/> Camp counselors <input type="checkbox"/> Other volunteers _____	<b>Notes:</b> Be sure to invite caregivers and parents to attend to help build a community of support
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Determine all required tasks for your project.

All projects should incorporate the following three tasks:

### 1. Identify youth and family member participants.

- » To find participants for your event, reach out to local schools that integrate students who are blind, schools for the blind, educators of blind youth and local chapters of national advocacy groups for blind and visually impaired people

Our event participants will come through the following local partners:

- |          |          |
|----------|----------|
| a. _____ | d. _____ |
| b. _____ | e. _____ |
| c. _____ | f. _____ |

### 2. Choose a park, field house or other safe gathering location.

- » Make sure location offers both a gathering place and safe walking path
- » Consider the walking/hiking skill level of event participants

- |          |
|----------|
| a. _____ |
| b. _____ |
| c. _____ |

### 3. Determine family picnic activities.

- » Consider picnic food menu, games and partner groups
- » A volunteer Lion/Leo or experienced camp counselor can serve as the Activities Manager or Picnic Coordinator
- » Consider including an icebreaker activity to encourage conversation and openness among participants

- |          |
|----------|
| a. _____ |
| b. _____ |
| c. _____ |

Led by:

- |          |
|----------|
| a. _____ |
|----------|



Assign roles for volunteers at your event.

Position/Role	Name	Contact Information	Notes
Event director			Can be a Lion/Leo who is familiar with levels of visual impairment, and has the ability to manage both event logistics and volunteers
Volunteer manager			Educate volunteer team about local rules and regulations for working with youth
Marketing lead			Handle marketing and event awareness-related tasks.
Task lead			Walk or hike can be led by experienced Lions/Leos, other volunteers or a representative from a recreational community park or public lands and trail system
Picnic coordinator			Plan picnic menu and coordinate safe, fun, interactive games/activities
Event photographer			During and post-project completion
Licensed healthcare professional			Should be involved in the planning process
Local emergency medical services			Must be present at all times in case of a health emergency
Local partners/collaborators			List the partners you identified in task 1 on the previous page
Other			

Make sure you have the appropriate ratio of adults to children for your selected activities.

Number of Lions	
Number of Leos	
Number of others	

#### Suggested volunteer ratios:

- » 0-4 years: 1 volunteer per 4 children
- » 4-8 years: 1 volunteer per 6 children
- » 9-12 years: 1 volunteer per 8 children
- » 12-18 years: 1 volunteer per 10 children



# Organize your project into achievable steps.

The event director will complete this form and track progress.

Status	Task	Deadline	Task Lead	Tips
X	Inform your club			Host a meeting to inform your club about the event
	Create event name/title			
	Form a planning committee			» Determine event participants, activities and logistics » Decide and assign volunteer tasks
	Prepare a preliminary budget			» Any necessary equipment » Promotional materials
	Pursue funding (if necessary)			
	Secure location, date and time			Should be secured at least 1 month in advance
	Ensure proper insurance coverage			Check with relevant officials to determine if a certificate of insurance or supplemental insurance will be required  For questions regarding coverage under the General Liability Insurance Policy provided to all Lions clubs, please review the Program Insurance Booklet by visiting <a href="http://lionsclubs.org/pib-en">http://lionsclubs.org/pib-en</a>
	Secure necessary volunteers			» Committed to being involved in activities and facilitating a fun and safe environment » CPR certification preferred, but not required
	Secure healthcare professional(s)			
	Create promotion/marketing plan			Can include flyers, digital materials, etc.
	Create event itinerary			Should be a time-specific schedule of all activities from start to finish
	Schedule a post-event meeting to celebrate successes and discuss opportunities for improvement			Use the reflection questions to talk about your project



Determine the budget for your project.

\_\_\_\_\_ will use this worksheet to determine finances for the event.

Description	Quantity	Cost	Total Expense	In-Kind/ Donations	Income	Balance
<b>Picnic/gathering supplies</b>						
Food and beverages						
Activity supplies						
Tables and chairs						
<b>Marketing</b>						
Promotional Materials						
<b>Other</b>						



# Measure the success of your project.

Reconvene as an event planning committee to celebrate your impact and report your service!

Success Measures			
Measure your project			
# of people served under 18		# of nonmembers volunteered	
# of people served 18+		Total direct service hours	
# of Lions volunteered		Total project planning/fundraising hours	
# of Leos volunteered			
Reflect on your project			
1. Did you provide a safe social gathering and group walk that equips families with a positive outlook that youth who are blind or visually impaired can improve their self-esteem, gain independence and enjoy recreational and fitness activities with their peers? How?			
2. What were your biggest successes?			
3. What were your biggest challenges?			
4. Would you do this event again?			
5. What would you change?			

