



# Council Chairperson

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e-Book



**Lions  
International**



## Table of Contents

Welcome to the Council Chairperson e-Book! .....	1
Prepare to Lead; Prepare to Succeed .....	1
Your Responsibilities as the Council Chairperson .....	1
Time Management – Planning Your Schedule for the Year .....	2
International Events .....	2
• Constitutional Area-wide Events .....	2
Multiple District Events .....	2
• Speaker Request – Fill out a speaker request notification .....	2
Governance .....	2
Multiple District Leadership .....	3
The Multiple District Cabinet .....	3
Model Multiple District Structure .....	3
Where Do I Find Essential Information? .....	3
Create Your Lion Account Login .....	3
Evolving our digital tools .....	4
Ordering Items through Lions International Club Supplies .....	5
Multiple District Coordinators .....	5
Multiple District Chairpersons .....	6
Resources and References .....	7
Governing Documents .....	7
e-Books and Manuals .....	7
Club Officer e-Books .....	7
Learning Opportunities or Events .....	7
Membership Development .....	9
Membership Board Policies .....	9
New Club Development .....	9
Membership Categories and Programs .....	10
New Members .....	10
Marketing .....	11
Commitment to Service .....	12
Global Causes & Service Programs .....	12
The Service Journey .....	14
The Service Toolkit .....	14
Service Project Planners .....	15
Advocacy .....	15
Service Reporting .....	15
Service Awards .....	15
Lions International Grants .....	16
About Lions Clubs International Foundation .....	16
LCIF Grants .....	17

Getting Started Locally .....	18
Supporting LCIF .....	18
Recognition Programs .....	19
Working with the LCIF District Coordinator .....	19
Responsibility and Privacy .....	19
Legalities and Technicalities.....	20
Preventing and Resolving Disputes .....	20
International Headquarters .....	21

## Welcome to the Council Chairperson e-Book!

This e-Book contains helpful information to guide you through your year as a council chairperson.

It's easy to navigate the e-Book. Just click on the various sections contained in the Table of Contents to jump to each task you perform to fulfill your role. From there, you will find useful information and hyperlinks that take you directly to tools, resources and documents that will empower you to explore new ways to implement impactful service activities in your local community.

### Prepare to Lead; Prepare to Succeed

As council chairperson, you have the important and rewarding task of coordinating the multiple district in its quest to advance the purposes of Lions International. Because each multiple district is different, and each council chairperson has different styles of coordination, this guide's intention is to offer suggestions and information that should be adjusted to suite your local conditions and needs. However, it must be emphasized that the multiple district council chairperson is expected to be a coordinator and a facilitator of the council of the district governors. You are the link among the district governors who are individually responsible to their own districts.

Spend time learning about the role, attending training and planning to fulfill the responsibilities of your position prior to the start of your term in office to help better support your district governors and clubs.

A strong and supportive multiple district can provide district and club leaders with direction and support to help them effectively fulfill their role. Multiple districts often provide leadership training, support ongoing multiple district service projects and encourage overall membership growth.

Council Chairperson Learning Path: Use your Lion Account login credentials to access the Lions Learning Center (LLC) and complete the learning path designed specifically for council chairperson. New council chairpersons should contact [learning@lionsclubs.org](mailto:learning@lionsclubs.org) if the Council Chairperson Learning Path does not appear on their Lions Learning Center dashboard.

### Your Responsibilities as the Council Chairperson

In this role, you shall be the administrative facilitator of the multiple district. All actions are subject to the authority, direction and supervision of the multiple district Council of Governors. In cooperation with the Council of Governors, the Council Chairperson shall:

- Further the Purposes of this association;
- Serve as the Global Action Team Multiple District Chairperson to administer and promote membership Growth, leadership development and humanitarian service throughout the multiple district.
- Assist in communicating information regarding international and multiple district policies, programs and events;
- Document and make available the goals and long range plans for the multiple district policies, programs and events;
- Convene meetings and facilitate discussion during council meetings;
- Facilitate the operations of the multiple district convention;

- Support efforts initiated by the International Board of Directors or the Council of Governors that are intended to create and foster harmony and unity among district governors;
- Submit reports and perform such duties as may be required by the multiple district constitution and by-laws;
- Perform such other administrative duties as may be assigned by the multiple district council of governors; and
- Facilitate, at the close of his/her term of office, the timely presentation of all multiple district accounts, funds, and records to his/her successor in office.

### **Time Management – Planning Your Schedule for the Year**

You may find that your daily schedule fills up quickly while serving as council chairperson. If you start your master calendar by dedicating time for your events and obligations required by your position, you will more easily be able to prioritize other events that you may not have anticipated. Start your master plan by prioritizing events where you are required to attend or lead and schedule yourself appropriately for those events that require a substantial time and travel commitment.

### **International Events**

- [Lions International Calendar of Events](#) - This international headquarters calendar contains upcoming events and important award application deadlines along with information on global service events.
- International Convention - [LionsCon](#) is a great webpage that provides a one-stop shop to everything you need to join Lions International premier event, including online registration, venues, convention programs and area tours.
- Constitutional Area-wide Events - [Lions International Forums](#) - All Lions in the constitutional area in which the forum is held are invited to participate.

### **Multiple District Events**

- Visit the How to Plan a Convention [webpage](#) to learn the steps and components of planning a successful convention by focusing on people, preparation, planning program and promotion.
- Speaker Request – Fill out a speaker request notification [form](#) and request a speaker for your multiple district wide event or convention.

### **Governance**

To help you in your role as Council Chairperson, take time to review the following resources and tools.

- [Multiple District Constitution and By-Laws](#) – Provides guidelines for multiple district operation and governance, including election procedures, committee descriptions and convention administration.
- [Model Multiple District Structure](#) – An organizational chart based on the Standard Multiple District Constitution & By-Laws of the multiple district council of governors and officers, coordinators and committee chairpersons.

- [Model District Structure](#) – An organizational chart based on the Standard District Constitution & By-Laws of the district cabinet, officers, coordinators and committee chairpersons.
- [Standard Club Structure](#) – An organizational chart based on the Standard Club Constitution & By-Laws of the club board of directors, officers and committee chairpersons.

## Multiple District Leadership

The Council Chairperson supports the actions and decisions of the Council of Governors. They, along with the chairpersons who are also often appointed, support the activities of the multiple district.

- [Your Council of Governors](#) – This guide outlines the roles and authority of the Council of Governors.
- [Multiple District Officers Report Form](#) – This form is used to report the council chairperson and vice council chairperson.

## The Multiple District Cabinet

When building the multiple district team and cabinet, see your own multiple district Constitution and By-Laws for additional cabinet positions that it may include.

**Model Multiple District Structure** – This [chart](#) provides a suggested multiple district cabinet structure and includes the Global Action Team Multiple District Coordinators:

- Vice Council Chairperson
- Council Secretary
- Council Treasurer

Please send the [Multiple District Officers Reporting Form and Council Chairperson Biographical Information Form](#) immediately following the multiple district convention to report the elections.

## Where Do I Find Essential Information?

### Create Your Lion Account Login

The [Lion Portal](#) – allows you access to all Lions applications: Insights, Learn and Shop.

Log into the Lion Portal with your Lion Account – an easy-to-use, single sign-on to our digital ecosystem. Don't have a Lion Account? [Register here](#).

[Registration and Password Instructions](#) - These easy instructions will aid you in gaining access to the Lion Portal if you haven't already set up your profile.

MyLION – Connect.Serve.Report! This site is where clubs report service, plan their service projects, connect with other Lions and create personal profiles. If you have further questions regarding MyLION, please email [MyLION@lionsclubs.org](mailto:MyLION@lionsclubs.org)

MyLCI – Tools for the Lion leaders! This site is where the club can manage their membership, create district and club profiles, check club voter eligibility, document and plan conventions as well as check new club charter application status. If you have further questions regarding MyLCI, please email [myLCI@lionsclubs.org](mailto:myLCI@lionsclubs.org)

- [Multiple District Guest Passwords](#) - A council chairperson may assign guest administrator access for up to five additional Lions for administrative support.
- [Who has access](#) - Make sure your multiple district team and district teams also has full knowledge of how to use MyLCI as a key information resource.
- [Member Contact Data Downloads](#) - Use this key feature of the Lion Portal to create mailing address, email address and phone lists for easier communication.
- [Delegate Listing](#) - List of eligible members per club to vote.
- [Deceased Lists](#) - List of Lions that have recently passed.
- **Membership Reports** – This information is available under the Support Center menu on the home page after you log in to the Lion Portal.
  - [Membership Register Report](#) - Shows club list and status, membership count and last membership reporting date.
  - [Missing Club Officers](#) - Lists missing club officer positions for each club.
  - [Summary of Membership](#) - Summary of membership types and gender by club.
  - [Cumulative Reports](#) - Cumulative membership and club summary report fiscal year-to-date.
  - [Club Health Assessment Report](#) - Shows all key information on club status, membership count and reporting history for all clubs in the district.

Insights – Comprehensive overview of Lions International in the areas of Membership, Service Activity, Donations and Club strength. Also featured are District Goals Progress and Learn. Utilize Insights for Learn to monitor multiple district leadership development and support district leadership in achieving their district leadership development goals.

Learn – Provides Lions and Leos a central location to complete Lions Learning Center (LLC) courses, search for Lions International - International institutes (FDI and LCIP) view local trainings as reported by Multiple District and District GLT Coordinators and allows an individual Lion or Leo to access their “My Learning Record” report. Council Chairperson also have access to the Graduate & Certified Report which provides a list of Lions Certified Instructors and Facility Development Institute (FDI) for your multiple district.

Lions Shop – An easy way to order the most common club supplies and Lions International branded merchandise. If you have further questions regarding club supplies, please email [orderdetails@lionsclubs.org](mailto:orderdetails@lionsclubs.org).

### **Evolving our digital tools**

Coming in 2024, we'll be combining MyLion, MyLCI and Insights, along with some additional tools and functionality, into a new unified experience called the Lion Portal. The new system will offer the same features and functionality currently available, but with a more consistent and efficient experience. Find out more [here](#).



## Ordering Items through Lions International Club Supplies

Here are some quick links to the most frequently requested items in the [Lions shop](#)

- [Awards and Recognition](#) – This section contains a wide variety of products to help you recognize outstanding Lions Clubs.
- [Name Badges](#) – This section is name badges for multiple district and district officers.
- [New Member Induction Kit](#) - This kit is for new members in already-existing clubs. Each district governor receives 50 kits at the beginning of the fiscal year.
  - New member kits for newly chartering clubs are handled differently and are not available through Club Supplies. For further assistance please contact [newclubs@lionsclubs.org](mailto:newclubs@lionsclubs.org)
- [Peace Poster Kit](#) - Kits are available for purchase January 15th through October 1st.

If you have further questions regarding club supplies, please email [orderdetails@lionsclubs.org](mailto:orderdetails@lionsclubs.org).

### Multiple District Coordinators

As the council chairperson you will serve as the multiple district chairperson of the Global Action Team (GAT). You will ensure that your multiple district's GMT, GLT, and GST coordinators are collaborating and implementing plans to strengthen membership, develop skilled leaders and expand the multiple district's humanitarian service. To learn more about your roles and responsibilities [download](#) your copy today.

Multiple District GAT Coordinators work as a team to help districts achieve their *MISSION 1.5* targets and annually-developed district goals. They create synergy, strategize with districts to determine new opportunities for growth and help maintain a continuous feedback loop between districts and GAT area leaders to share success and mitigate challenges.

Below are links to roles and responsibilities. Additional supporting materials are available on the [Global Action Team](#) webpage.

- [Multiple District GMT Coordinator](#) – This coordinator serves for one year and is selected by the multiple district as per the district constitution and by-laws.
- [Multiple District GLT Coordinator](#) – This coordinator serves for one year and is selected by the multiple district as per the district constitution and by-laws.
- [Multiple District GST Coordinator](#) – This coordinator serves for one year and is selected by the multiple district as per the district constitution and by-laws.

[Multiple District LCIF Coordinators](#) – Represents the foundation in their multiple district. They are nominated by the LCIF area leader responsible for the multiple district, in consultation with the trustee representing the multiple district's constitutional area, as well as in consultation with the local council of governors and other leaders, when appropriate. They are appointed by the LCIF chairperson. Responsibilities include working with LCIF district coordinators to implement LCIF fundraising strategies; educating Lions about the importance and impact of LCIF locally, regionally, and around the world; tracking progress towards benchmarks and goals; and encouraging Lions to support LCIF in all aspects of fundraising throughout their multiple district. LCIF multiple district coordinator terms are usually three years, but term length and appointment may also be based on regional situational needs.

## Multiple District Chairpersons

Lions International officially recognizes 14 district committee chairpersons. Report chairpersons and coordinators using the Lion Portal or the [writable PDF form](#). Terms are for one year unless otherwise designated.

- [Childhood Cancer](#) – This Lion raises awareness and educates Lions and Leos about childhood cancer and identifies viable service opportunities to benefit affected families and support existing medical services.
- [Convention](#) – The Convention Chairperson works on behalf of the District Governor to execute a successful convention for the Lions members of the district.
- [Diabetes](#) – This Lion organizes effective service projects to help fight diabetes in their communities within the district.
- [Environment](#) – This Lion provides clubs with the assistance they need to organize environmental service projects in their district.
- [Hunger](#) – This Lion provides clubs with the assistance they need to organize hunger service projects in their district.
- Information Technology - This chairperson assists district and club leaders with social media, e-District House and e-Clubhouse tools.
- [Leo Club](#) – Leo club chairpersons contribute to the success of their districts through the promotion, development and continual support of Leo clubs. Either one-year or three-year appointments are available.
- [Leo and Leo-Lion Liaisons](#) – Help bring younger voices and perspectives to the district level and build stronger Leo and Lion connections.
- [Lions Quest](#) – This is Lions Clubs International Foundation's most comprehensive Youth Program, which provides youth with positive life skills.
- [Marketing Chairperson](#) – The webpage of publicity ideas ranges from basic brochures to social media.
- Protocol – Helps ensure protocol for seating, transportation are met during multiple district events.
- [Vision](#) – This chairperson organizes vision service projects in the district and motivates Lions to undertake service projects.
- [Youth Camps and Exchange](#) – This chairperson oversees the Youth Camp and Exchange Program and helps bring young people of different countries into meaningful contact with each other with facilitating the sharing of ideas, customs and cultural viewpoints.

## Resources and References

### Governing Documents

- [International Constitution and By-Laws](#) – This is the association’s governing document.
- [Standard Multiple District Constitution and By-Laws](#) – This pdf file is also available as a [Word document](#) to serve as a template from which the council may update its own governing document.
- [Standard District Constitution and By-Laws](#) - This pdf file is also available as a [Word document](#) to serve as a template from which the cabinet may update its own governing document.
- [Standard Form Club Constitution and By-Laws](#) - This pdf file is also available as a [Word document](#) to serve as a template from which the club may update its own governing document.
- [Board Policy Manual](#) – This landing page provides hyperlinks to each Chapter individually containing important policies that you will often reference and abide by.
- [Executive Summaries](#) – Refer to these after each meeting of the International Board of Directors for policy updates that may affect district or club operations. Search executive summary in the Resource Center.

### e-Books and Manuals

- [District e-Book](#) – Guide for governors and first vice governors.
- [District Cabinet Secretary & Treasurer e-Book](#) – Guide for cabinet secretary and treasurer.
- [Zone and Region Chairperson e-Book](#) – Useful guide zone and region chairpersons through the year as they support the clubs in their zones. It provides quick access to resources, policies and tools needed to have a successful year in this critical position within the district, including the Model District Governor Advisory Committee Meeting Guide.

### Club Officer e-Books

- [Club President & First Vice President e-Book](#)
- [Club Secretary e-Book](#)
- [Club Treasurer e-Book](#)
- [Club Membership Chairperson e-Book](#)
- [Club Marketing Chairperson Guide](#)
- [Club Service Chairperson e-Book](#)

### Learning Opportunities or Events

You will play an important role in providing development support for both club officers and district leaders. For further inquiries or assistance for the below, contact your local Global Action Team – GLT Coordinator.

- [Club Officer Orientation and Zone Chairperson Orientation](#) – Online course are available in the Lions Learning Center (LLC) for individual self-guided training. Log into the Lion Portal using your Lion Account credentials to access the [Lions Learning Center](#) (located within Learn application).

- [Zone Chairperson Workshop](#) –This instructor-led workshop is designed to provide zone and region chairpersons with a basic understanding of their roles and responsibilities, setting meaningful zone goals, assessing club health and using the 5 Whys Method for problem solving within their zone. The workshop also includes a Zone Chairperson Workshop Virtual Delivery Tip Sheet, so that the workshop can be adapted for delivery via online meeting platforms.
- Vice District Governor Training Programs –These training programs are designed to equip second and first vice district governors with the knowledge and leadership skills necessary to fulfill role-specific responsibilities, achieve district goals and action plans, succeed as a member of the district governor team, and support their district and Lions International. The SVDG Training Program includes online learning, MD/SD training coordinated by the MD/SD GLT coordinator, and beginning in the 2024-2025 Lion year, a virtual seminar. The FVDG/DGE Training Program includes online learning, MD/SD training coordinated by the MD/SD GLT coordinator and two in-person seminars: FVDG/DGE Seminar Days 1-3 at the Q Center in St. Charles, IL, USA, and FVDG/DGE Seminar Day 4 at the international convention. Funds are available through the [Leadership Development Multiple District Grant Program](#). Encourage your MD GLT coordinator to apply at the beginning of the year.
- [Lions Mentoring Program](#) – This program offers opportunities for personal development that help members realize the potential of their unique skills and knowledge.
- [Faculty Development Institute \(FDI\)](#) – This institute provides fundamental training delivery skills for Lions who desire to lead and train others at the local level. It includes opportunities to practice facilitating in a classroom environment. View the “Ready to Apply” section of the [FDI webpage](#) to view the FDI offered in your CA. Encourage qualified Lions to apply.
- [Lions Certified Instructor Program \(LCIP\)](#) – This program serves as the path by which Lions can apply to become certified instructors and maintain that certification through professional development. Lions who become certified are eligible to serve as faculty at Lions International institutes\*, FVDG/DGE Seminar, and other training-related events. The LCIP training provides qualified Lions with knowledge about the Lions International method of facilitation and an opportunity to be evaluated for certification. Certification requires that the Lion successfully facilitates a 60-minute training session. Certified Lions must recertify by completing required professional development activities every four years to maintain their LCIP certification. View the “Ready to Apply” section of the [LCIP Training webpage](#) to view the LCIP Training offered in your constitutional area. Encourage qualified Lions to apply. *\*To be considered for faculty at Lions International Institutes, the candidate must be able to communicate in English.*
- [Emerging Lions Leadership Institutes \(ELLI\)](#) –This institute is offered through the Local Institute Program-and prepares Lions for leadership positions at the club level. Financial support is available for multiple districts, single districts and undistracted provisional districts/regions/zone through the [Leadership Development Institute Grant Program](#).
- [Regional Lions Leadership Institutes \(RLLI\)](#) – This institute-offered through the Local Institute Program and prepares Lions for leadership positions at all levels. The curriculum is customizable to fit the training and development needs of each area. Financial support is available for multiple districts, single districts and undistracted provisional districts/regions/zone through the [Leadership Development Institute Grant Program](#).

- Local Institute Program – This program enhances the Leadership Development International Institute Program by providing options for local leaders to manage and tailor training in multiple districts, districts and/or undistricted areas. An application is available for the Regional Lions Leadership Institute (RLLI), Emerging Lions Leadership Institute (ELLI), or Faculty Development Institute (FDI). For more information, contact: [institutes@lionsclubs.org](mailto:institutes@lionsclubs.org)
- The [Lions Learning Center \(LLC\)](#), – offers all Lions and Leos the opportunity to learn and sharpen their knowledge of Lions fundamentals and leadership skills through online interactive courses. Log into the Lions Portal using your Lion Account credentials to access the [Lions Learning Center](#) (located within Learn application).
- Learn – Provides Lions and Leos a central location to complete Lions Learning Center (LLC) courses, search for Lions International-International Institutes (FDI and LCIP), view local trainings as reported by Multiple District and District GLT Coordinators and allows an individual Lion or Leo to access their “My Learning Record” report. Council Chairperson also have access to the Graduate & Certified Report which provides a list of Lions Certified Instructors and Faculty Development Institute (FDI) for your multiple district.

## Membership Development

The membership development division develops strategies to encourage new club growth in districts and undistricted areas, recruiting new members to existing clubs, and enhance the satisfaction of members.

The division accomplishes this through program development, promoting new and existing initiatives through a variety of channels, providing training, developing and promoting tools and resources in support of membership development, and incentivizing results through award programs.

The priorities of the division are attracting younger members, new club development, providing support for clubs to be family friendly, empowering clubs to be active in a virtual world, encouraging retention at the club level, empowering Lions to provide better Leo experiences, building the Leo movement, encouraging the transition from Leo to Lion.

## Membership Board Policies

- [Board Policy Manual, Chapter X: Extension](#)
- [Board Policy Manual, Chapter XVII: Membership](#)
- [Board Policy Manual, Chapter XXII: Leo Club Program](#)

## New Club Development

- [Start a New Club](#) – This webpage highlights the different charter types designed to fit the needs of the members.
  - [Traditional](#) – This club option offers flexibility to reach new groups of people and serve a variety of communities.
  - [Specialty Clubs](#) – Designed to create clubs in which members share a common interest or passion, allowing them to connect with one another on a deeper level. For example, they may share a hobby, profession, culture, common cause or life experience.

- [Leo Lions](#) – Leo Lions clubs provide an easy transition for former Leos and their friends by offering a charter/entrance fee waiver and half international dues to qualifying Leos and peers, through age of 35.
- [Campus](#) – A Campus club can make an impact on both your local campus community and communities around the world while connecting students, faculty members and business leaders.
- [Virtual](#) – Virtual clubs use online platforms to conduct club business and coordinate in-person service.
- [Club Branch](#) – Club branches enable a small group of at least 5 people to form an autonomous group within a Lions club and start making a difference in their community sooner.
- [Leo Clubs](#) – Provides an opportunity for young people ages 12-30 to serve their community through clubs in partnership with Lions Clubs.
- [New Club Development Guide](#) – This guide helps you complete the process of extending a new club.
- [New Club Development Workshops](#) – The District Governor Team, District Global Membership Team (GMT), or Global Extension Team (GET) can submit a request to have a new club development consultant come to their district to train and assist in the formation of new clubs (only available in Constitutional Areas 1, 2, 3 and Multiple Districts 201 and 202).
- Specialty Club Workshops – District and multiple district teams can host workshops on how to charter specialty clubs in their communities. Email [membership@lionsclubs.org](mailto:membership@lionsclubs.org) for more information.

## Membership Categories and Programs

[Membership Categories](#) - Lions International offers several membership categories to fit the needs of prospective members who may not be able to meet the obligations of active membership. In addition to regular membership, Lions International offers special programs. Visit our [Invite Members](#) page for additional information.

## New Members

- [Club Membership Chairperson](#) – This guide will explain responsibilities, provide tips and introduce available resources to assist this chairperson with club membership growth.
- [New Member Application](#) – This writable PDF file is a great tool for a club secretary to keep ready to email to new prospective club members.
- [New Member Kit](#) – This kit is for new members in already existing clubs. Each district governor receives 50 at the beginning of the fiscal year. New member kits for newly chartering clubs are not available through Club Supplies.
- [New Member Orientation](#) – This webpage contains materials to help conduct Lions New Member Orientation.

- [Lions Worldwide Induction Day](#) – This is a worldwide event that welcomes new members and gives Lions and Leos the opportunity to stimulate membership growth and increase public awareness.
- [Young Lions Membership Guide](#) – This guide offers quick overview of the club and membership types, including benefits and discounts, most attractive to younger people.
- [Leo New Member Kit](#) – This kit is available for purchase in our Club Supplies Shop. Each kit contains a new member card, certificate and new member guide.

## Marketing

- [Brand Guidelines and Logos](#) –To maintain consistency with the Lions International branding and safeguard our century-long brand equity, visit our Brand Guidelines page for guidance and inspiration. Here, you'll find valuable tools and publicizing club events, sharing updates, and facilitating recruitment. Also, don't forget to explore our comprehensive Brand Advance Kit, offering templates and resources to kickstart your efforts.
- [Marketing Matters Webpage](#) – A little bit of marketing know-how can make a big difference to clubs in your district. Brush up on the basics of marketing, learn why it matters to clubs and discover the tools to turn great ideas into action.
- [Lions International Marketing Award](#) – Clubs have the opportunity to gain recognition for their inspiring marketing efforts! Learn more about the award and what clubs could win.
- [E-District house](#) – If you're looking for a free and easy way to create a website for your district or multiple district, the e-District House is for you!
- [E-Clubhouse](#) – If you're looking for a free and easy way to create a website for your Lions club, the e-Clubhouse is for you!
- [E-LeoClubhouse](#) – If you're looking for a free and easy way to create a website for your Leo club, the e-LeoClubhouse is for you!
- Lions International Peace Contests – Encourage young people to express their unique expressions of peace through art and the written word. Clubs can encourage peace and international understanding in their communities by sponsoring a contest this year. Get full details here for the [International Peace Poster Contest](#) and [Essay Contest](#).
- [LION Magazine](#) – Learn where to find the greatest stories on earth, whether it's from our headquarters edition or one of the many digital publications of LION Magazines around the world.
- [Lions Press Center](#) – This online newsroom helps you share your good news by providing comprehensive PR and promotional materials such as, media release templates, media kits, public service announcements, and more.
- [Peace Poster Contest](#) – This art contest for kids encourages young people worldwide to express their visions of peace. For 35 years, millions of children from nearly 100 countries have participated in the contest.

- [Social Media](#) – Visit our Social Media Center for ready-to-download or customizable social media graphics, how-to videos, blog post, and a global community of Lions and Leos who are ready to help.
- [The Lions Blog](#) – Our blog showcases the news and stories at the heart of our global service.

## Commitment to Service

The mission of Lions International is to empower Lions clubs, volunteers, and partners to improve health and well-being, strengthen communities, and support those in need through humanitarian services and grants that impact lives, globally, and encourage peace and international understanding.

## Global Causes & Service Programs

Your club develops its own service projects to meet the needs in your community. In addition to the many ways Lions and Leos serve locally, we also work together to support the following global causes, which present significant challenges to humanity.

- [Childhood Cancer](#) – We are working to provide support for the needs of children and families affected by childhood cancer.

Explore our resources (live in next Lion year) designed to help Lions and Leos support those impacted by childhood cancer across three areas of service:

1. *Patient and Family Support*: Ensure patients and their families impacted by childhood cancer are adequately supported, and to address the most common barriers c to obtaining necessary treatment.
  2. *Organization or Facility Assistance*: Provide support to childhood cancer organizations or facilities.
  3. *Childhood Cancer Awareness, Education and Advocacy*: Raise awareness of the impact of childhood cancer educate your community members and create positive change.
- [Diabetes](#) – We are working to provide support to reduce the prevalence of diabetes and improve quality of life for those living with diabetes.

Explore our programs designed to help you and your club lead diabetes efforts in your community:

1. [Strides for Diabetes Awareness](#): Strides events involve fun physical activity to help promote diabetes awareness and management.
2. [Type 2 Diabetes Screening](#): Type 2 diabetes screening events are important way to help your community understand their diabetes risk and take steps towards prevention.
3. [Diabetes Peer Support Groups](#): Diabetes peer support groups encourage the exchange of support of all types among community members living with diabetes.
4. [Diabetes Camps](#): Diabetes camps are designed to help enhance the quality of life for young people living with diabetes by providing diabetes management skills.



- [Disaster Relief](#) – We are working to meet immediate needs and provide long-term support for communities devastated by natural disasters, including disaster preparedness, emergency response, and community recovery and reconstruction.
- [Environment](#) – We are working to protect the environment to create healthier communities and a more sustainable world.

Explore our resources designed to help Lions and Leos protect the environment across five areas of service:

1. [Tree Planting and Tree Care](#): Improve your community through the planting of locally appropriate tree seedlings or saplings, contributing to cleaner air and a healthier environment.
  2. [Environmental Cleanup and Restoration](#): Protect nature and habits by cleaning debris and shielding pollutants from harming ecosystems marine life and the community.
  3. [Recycling and Waste Management](#): Conserve resources and reduce waste to minimize adverse impacts on sustainability.
  4. [Clean Water and Sanitation](#): Ensure safe water and adequate sanitation for all, promoting better health outcomes around the world.
  5. [Environmental Awareness, Education and Advocacy](#): Raise awareness of the importance of protecting the environment, educate your community members, and create positive change.
- [Humanitarian](#) – We are working to identify the world’s most crucial needs and provide humanitarian aid where it’s needed most, including blood drives, refugee resettlement, and care for the elderly and disabled.
  - [Hunger](#) – We are working to improve food security and access to nutritious food to help alleviate hunger.

Explore our resources (live next Lion year) designed to help Lions and Leos alleviate hunger across five areas of service:

1. *Food Collection, Preparation, and Distribution*: Enhance access to food for community members by creating avenues for food collection, preparation, and distribution.
  2. *Community Feeding Event*: Promote wellness and nutrition by providing meals and community engagement for local families.
  3. *Agricultural Development and Support*: Provide sustainable access to food through the development and support of community agriculture systems.
  4. *Hunger Initiatives for Women and Children*: Advance food equity by empowering women and children through hunger-related service.
  5. *Hunger and Nutrition Awareness, Education, and Advocacy*: Promote hunger and nutrition awareness around the world through education and advocacy.
- [Vision](#) – We are working to help prevent avoidable blindness and improve quality of life for people who are blind or visually impaired.

Explore our programs designed to help you and your club lead vision efforts on your community:

1. *Vision Screening*: Eighty percent of all visual impairment can be prevented or cured. The first step to prevention is awareness. The second is early detection through vision screening. Around the world, Lions partner with medical professionals and community leaders to screen young children, primary school students, and adults to identify those at risk for vision loss.
    - [Vision Screening for Adults Project Planner](#)
    - [Vision Screening for Children Service Project Planner](#)
  2. *Lions KidSight*: Lions KidSight provides vision screening and referral services to youth starting at the age of 6 months. These screening services are vital in ensuring youth receive early intervention and necessary eye care.
  3. *Lions Eye Banks*: Eye banks recover, evaluate, store and distribute human eye tissue for vision restoration, research and education. Eye surgeons rely on eye banks to supply them with tissue for sight-saving procedures. A Lions eye bank is sponsored by a Lions club, district or multiple district and has established working relationship with a medical facility.
  4. *Eye-glass Recycling*: Refractive errors can be easily corrected with eyeglasses, yet millions living in low and middle-income countries lack access to basic eye care services. Lions have recognized the urgent need for corrective lenses and collect usable glasses in their communities to support the Lions Recycle for Sight Program.
- *Youth* – We are working to provide young people with the support they need to make positive choices, lead healthy and productive lives, and become the next great generation of service leaders. Activities include Youth Camps and Exchange, Lions Quest, Cub Program, and our Peace Poster and Essay contests.
    1. *Youth Camps and Exchange*: Youth Camps and Exchange (YCE) has programs all around the world and is designed for young people between the ages of 15 and 22 to create and foster a spirit of understanding among peoples of the world. The YCE Program is comprised of two major parts: international exchanges and international camps.

## The Service Journey

The [Service Journey](#) is an approach to living and serving well. To making a real difference people can see and feel. It encompasses four simple phases: Learn, Discover, Act and Celebrate. We love these words because they transcend organizational formulas. They have no borders. They are the essence of Lions and Leos. If the past 100 years have taught us anything, it's that as we serve, we grow. And we were never meant to stop. Service is our journey. Let's explore it together.

## The Service Toolkit

Passionate about service but unsure where to begin? Searching for new insights to inspire your club? The [Service Toolkit](#) features resources designed to help Lions assess, position, and activate their clubs for greater impact.

- [Club Quality Initiative](#)
- [Club and Community Needs Assessment](#)
- [Developing Local Partnerships](#)
- [Fundraising Guide](#)

## Service Project Planners

[Service Project Planners](#) are designed to help clubs begin or continue service that supports our global causes. Each planner includes a project overview as well as worksheets to help plan for tasks, volunteers, budget and impact.

## Advocacy

Lions and Leos listen to the needs of their communities and use their voices to speak out on behalf of the people they serve. Clubs around the world participate in advocacy through community awareness and education, legislation and public policy, events and partnerships. As community leaders, Lions and Leos can raise awareness of the causes they care about, educate their community members on important issues, and create positive change. Visit the [Toolkit](#) to discover:

- What is advocacy?
- Lions advocacy strategy and programs
- Country-specific advocacy resources
- Lions International's relationship with the United Nations
- Lions advocacy history
- [Advocacy calendar](#)
- Celebrate and Share

## Service Reporting

Lions and Leos inform, inspire and grow our membership and legacy of humanitarian service by sharing our impact through service reporting.

Visit the service reporting [webpage](#) to discover:

- The benefits of service reporting
- Award for clubs that report service
- How and when to report service
- Who can report service
- How to measure service impact
- How districts can help clubs report service
- Where to go for help

## Service Awards

Kindness Matters Service Award – This prestigious award is given annually to a handful of Lions and Leo clubs for performing an outstanding service project in one of our global cause areas. Nominated at the club level, the Kindness Matters Service Award is a challenge for Lions and Leos to develop exceptionally innovative and creative service projects with the aim of leaving a positive impact in their communities.

Visit the [webpage](#) to learn about award criteria, how to be nominated, and the nomination timeline.

## Lions International Grants

Grants are available for several association programs designed to increase membership, promote club activities and develop youth leadership.

- [New Voices Symposiums](#) – The symposium is a useful tool for pinpointing needs and relevant service opportunities that will spark the interest of people of all ages and backgrounds in the community.
- [New Voices Workshop](#) – The workshop is to bring together a small diverse group of Lions to explore factors surrounding the recruitment and retention of individuals from the various ethnic, gender and age groups in specific parts of the world.
- [Leo Leadership Grant](#) - Provides financial assistance to a Lions multiple district, sub-district or single district interested in organizing a Leo leadership conference.
- [Membership Development Grant](#) - Target marketing initiatives that focus on starting new clubs and growing membership.
- [Public Relations Grant](#) – This grant supports multiple and single district-wide marketing and PR activities. All applications will be reviewed by the Marketing Committee for overall potential impact, reach, value and ability to increase public awareness.
- [Leadership Development Multiple District Grant Program](#) -This grant program offers funds to support expenses related to multiple district level training of first and second vice district governors.
- [Leadership Development District Grant Program](#) – This grant program offers funds to support expense related to district level training of zone chairpersons.
- [Leadership Development Institute Grant Program](#) - This grant program offers funds to multiple districts, single districts and undistricted provisional districts/regions/zones to conduct an Emerging Lions Leadership Institute (ELLI) or Regional Lions Leadership Institute (RLLI).

## About Lions Clubs International Foundation

[Lions Clubs International Foundation \(LCIF\)](#) is the charitable arm of Lions Clubs International. LCIF's mission is to empower Lions clubs, volunteers, and partners to improve health and well-being, strengthen communities, and support those in need through humanitarian services and grants that impact lives globally, and encourage peace and international understanding.

Since 1968, LCIF has funded humanitarian service through donations from Lions Clubs International members; the general public; and partners. LCIF's funding model ensures 100% of donations support grants and programs.

As the only foundation to empower the service of Lions worldwide, LCIF has awarded more than 20,000 grants worldwide, totaling more than US\$1.2 billion. Among the many service projects made possible through LCIF funding, highlights include:

- Funding 9.7 million cataract surgeries

- Helping youth and educators in more than 110 countries through Lions Quest, the Foundation's premier youth development and social and emotional learning program
- Providing more than US\$160 million for disaster relief and preparedness

For more than 50 years, LCIF has remained steadfast in its commitment to empowering Lions globally through their service. With every grant awarded, beneficiaries have opportunities to enjoy safer, healthier, and more productive lives.

Contact us: [lcif@lionsclubs.org](mailto:lcif@lionsclubs.org)

## **LCIF Grants**

LCIF offers a wide variety of grants to support Lions' service to their local communities and the world. For decades, LCIF has contributed to Lions' efforts in the focus areas of vision, disaster relief, youth and humanitarian causes. Visit the [LCIF Grants Toolkit](#) for more information.

- [Childhood Cancer Grants](#) help support and improve quality of life for children with cancer and their families.
- [Diabetes Grants](#) help reduce prevalence of diabetes and improve quality of life for those diagnosed.
- [Disaster Grants](#) offer a variety of funding options designed to support Lions-led relief efforts during the various stages of disaster relief operations, including:
  - Emergency Grants help Lions provide immediate emergency assistance to victims of natural disasters.
  - Preparedness Grants support partnering with local authorities and organizations to prepare for future relief efforts.
  - Community Recovery Grants help support short-term clean-up and repair where immediate needs are already addressed by other organizations.
  - Major Catastrophe Grants provide support for relief efforts following natural disasters or civil calamities with significant international impact.
- [District and Club Community Impact Grants](#) fund local humanitarian projects on a club and/or district level.
- [Hunger Grants](#) support Lions' service projects focused on alleviating hunger and improving access to food resources.
- [Leo Service Grants](#) support Leos in assessing, planning, and implementing their own service projects.

- [Lions Quest Grants](#) support school and community based Social-Emotional Learning (SEL) programs for youth in grades Pre-K through 12.
  - Program Grants are implemented where Lions have detailed plans and commitments from local schools, or where programs are ready for expansion.
  - Promotional Grants assist districts in improving understanding of Lions Quest programming and communicating program value.
  - Community Partnership Grants start Lions Quest programs in new areas or reactivate dormant programs.
- [Matching Grants](#) help establish or expand Lion-initiated projects where there is an unmet humanitarian need.
- [SightFirst Grants](#) support the development of comprehensive eye care systems through projects that focus on infrastructure development, human resource training, eye care service delivery and eye health education.

For a printable version of these descriptions, download [Supporting your Service: A Guide to LCIF Grant Opportunities](#).

Contact us: [LCIFGlobalGrants@lionsclubs.org](mailto:LCIFGlobalGrants@lionsclubs.org)

### **Getting Started Locally**

Many presentations and learning opportunities are available to prepare clubs, districts, and multiple districts in planning and implementing projects funded by LCIF. To facilitate education about LCIF grants in your zone:

- Speak with your LCIF district coordinator to learn more about LCIF's history of grants in your district
- Learn more about identifying needs in your community, district resources, and the process of applying for a grant using [10 Tips: Applying for a LCIF Grant](#).

### **Supporting LCIF**

The grant funding mentioned above is only possible through continued support of LCIF from Lions, Leos, Lions clubs, partners and friends of the foundation. Every donation to LCIF makes a difference, no matter the amount, and every dollar donated transforms into life-changing service that brings hope to a world in need. Our world continues to need Lions. And Lions need funding from our global foundation to magnify the impact of their service.

## Recognition Programs

To honor and recognize our donors, LCIF has created a comprehensive recognition structure. Recognition varies by level of support and is available to individuals, clubs, districts, multiple districts, corporations and other contributing partners.

- [Presidential LCIF Supporter Recognition](#)
- [Melvin Jones and Progressive Melvin Jones Fellows](#)
- [Lead and Major Gift Recognition](#)
- [Lions Legacy Society](#)
- [Club Recognition](#)
- [District Recognition](#)
- [Memorial Donations](#)
- [In Honor Donations](#)
- [Corporate Recognition](#)

Learn more: <https://www.lionsclubs.org/en/give-how-to-give/recognition-programs>

Contact LCIF Development: [lcifdevelopment@lionsclubs.org](mailto:lcifdevelopment@lionsclubs.org)

Contact LCIF Donor Services: [donorassistance@lionsclubs.org](mailto:donorassistance@lionsclubs.org)

## Working with the LCIF District Coordinator

LCIF district coordinators are appointed by the LCIF Chairperson as members of the district cabinet. They serve in this role to help the district and the governor reach their LCIF fundraising goals. It is important to begin working with your district coordinator right away to plan a strategy including:

- Strategizing about fundraising opportunities for your district.
- Developing messaging themes important to the Lions in your district.
- Planning a schedule of contact for each club in your district
- Setting recognition goals for the district.
- Making sure your district coordinator is invited to speak at district conventions and zone meetings.

## Responsibility and Privacy

LCIF stewards donor funds with a focus on transparency, governance, leadership and results. LCIF is committed to its donors, who are integral to making Lions life-changing service possible. With 100% of donations going towards grants and programs, LCIF empowers the compassionate service of Lions and those who need our help.

Learn more: <https://www.lionsclubs.org/en/explore-our-foundation/responsibility-privacy>

## Legalities and Technicalities

- [Hosting International Visitors and Protocol](#) – this guide provides tips for making your guests' visit a pleasant stay and guidance regarding the association's official protocol for appropriately recognizing Lions dignitaries.
- [Use of Funds Guidelines](#) – This provides guidance on the appropriate use of public funds or administrative funds for clubs and districts.
- [General Liability Insurance Program](#) – The International Association of Lions Clubs has a program of commercial general liability insurance that covers Lions on a worldwide basis. All Clubs and Districts are automatically insured.
- [Certificates of Insurance](#) – In order to expedite the certificate issuance process, you now have the ability to create certificates of insurance on your own online.
- [Supplemental Insurance](#) – In addition to the automatic coverage mentioned above, Lions Clubs International now offers Supplemental Insurance Coverage for Clubs and Districts in the United States including Directors & Officers Liability, Crime / Fidelity, Additional Liability Insurance and Accident Insurance.
- [Lions Trademark Overview](#) – This guideline is to help you understand the appropriate use of the Lions emblem and trademarks, and when approval is required.
- [Lions Clubs International and Lions Clubs International Foundation Privacy Policy](#) – Lions Clubs International and LCIF recognize the importance of protecting the private information of our members.

## Preventing and Resolving Disputes

The purpose of Lions Dispute Resolution Procedures (DRP) is to provide a mechanism for resolving disputes within the Lions organization without the need for a formal evidentiary hearing. To achieve this goal, the International Board of Directors have adopted the rules of procedure for hearing complaints, disputes or claims arising from the International Constitution and By-Laws, International Board Policy or matters arising at the club or district (single, sub and multiple) level. It is an obligation of membership to pursue all complaints, disputes or claims in accordance with the International Constitution and By-Laws and policies and procedures adopted by the International Board of Directors. Accordingly, the International Board of Directors have adopted the Club Dispute Resolution Procedure, District Dispute Resolution Procedure and the Multiple District Dispute Resolution Procedure as the acceptable DRP policies to resolve Lions issues at the club, district and multiple district levels.

- [Dispute Resolution Guidelines](#) - The guidelines are intended to assist Lions members, clubs and districts (single, sub and multiple) in following the Club, District and Multiple District Dispute Resolution Procedures when conflicts cannot be resolved through informal processes. These guides are a supplement to the policies adopted by the International Board of Directors and are not intended to replace the policies adopted by the International Board of Directors.
- [Club Dispute Resolution Procedure](#) - This procedure is designed for use to resolve issues within a club.
- [District Dispute Resolution Procedure](#) - This procedure is designed for issues between clubs or between club(s) and the district administration in relation to the district's constitution, by-laws and policies.



- [Multiple District Resolution Procedure](#) - This procedure is designed for disputes relative to issues between any clubs or sub-districts in the multiple district, or any club(s) or sub-district(s) and the multiple district administration.
- [International Officer and Vice District Governor Election Complaints Procedure](#) - This document contains the rules of procedure for hearing constitutional complaints concerning district governor, first and second vice district governor elections irregularities.

### **International Headquarters**

[Contact Us](#) – This webpage contains contact information, email addresses and phone numbers as well as descriptions of main support functions for each division.





## **Lions International**

District and Club Administration Division  
300 W. 22<sup>nd</sup> Street  
Oak Brook, IL 60523-8842, USA  
[www.lionsclubs.org](http://www.lionsclubs.org)  
email: [districtadministration@lionsclubs.org](mailto:districtadministration@lionsclubs.org)