

## How to Apply for an LCIF International Assistance Grant

### What is the International Assistance Grant Program?

The International Assistance Grant (IAG) program enables Lions clubs in developed countries to partner with Lions clubs in lesser-developed regions on projects that make a real difference for communities in need. IAGs fund collaborative projects that provide direct and immediate services to the disadvantaged. In addition, the program supports projects that aid the blind or disabled.

### Key Elements of an IAG Project:

- Addresses important humanitarian needs through international exchange
- Involves at least two Lions clubs or districts from different countries
- Serves a large or particularly needy population by providing long-term benefits
- Project is clearly identified as a Lions' activity
- At least 50 percent of project funding is raised through Lions or other sources
- Grant range is from US\$5,000 to US\$30,000

### What is an IAG Project?

The scope of possible IAG projects is potentially limitless, considering the large number of communities served by Lions clubs in Eastern Europe, Africa, South Asia, Latin America and throughout the developing world. Potential projects include:

- **Water and sanitation projects** - digging wells in water-poor countries, developing latrines/sanitation systems
- **Strengthening health care services** - eye care missions, training of village health care personnel, providing health centers with essential equipment, launching needed medical services such as kidney dialysis units
- **Rural development** - agricultural and food production training, economic development projects that establish vocational opportunities
- **Education and literacy** - providing books and computers for low income schools, training teachers, literacy campaigns, vocational training
- **Aid for the disabled** - developing rehabilitative services in underserved communities, establishing prosthetic limb centers and wheelchair banks, establishing or improving independent living centers
- **Environmental protection** - planting trees/reforestation, plant life preservation
- **Supporting Lions medical missions and international eyeglass recycling efforts**



### Projects or Activities Not Eligible for IAG Funding:

- Projects without strong Lions' identity or significant hands-on involvement
- Salaries and normal operating expenses for existing programs and institutes
- Capital construction projects
- Situations more appropriately funded by the government or other institutions
- Grants intended to repay loans or to establish reserve funds or endowments
- Projects that require funding only for shipping
- Projects that take place in developed countries



### IAG Project Examples:

- The Holt Lions Club (District 11-C2, Michigan, USA) with the Lions Club Valmiera (District 127) conducted a four-day eye screening mission in Valmiera, Latvia, that provided vision screenings to 1,500 people and more than 800 pairs of eyeglasses.
- The Lions of District 334-E (Japan) conduct an annual dental mission to the Philippines, providing oral exams, extractions, cleanings, fillings, and education on oral hygiene to an average of 1,000 people.
- The Lions Club Roma Castel Sant'Angelo (District 108-L, Italy) provided a village in Benin, Africa with a water well, two latrines and basic hygiene training for more than 300 people. This project was coordinated locally by the Lions Club Cotonou Les Palmiers and Lions Club Cotonou Dauphin (District 403-A2).
- The Lions Club Mijas (District 116-B, Spain), with the local assistance of the Lions Club Miraflores Centro (District S-1, Bolivia), provided educational supplies, furniture and equipment to two low-income schools in Bolivia, enabling one of the schools to establish a small vocational training program in sewing and weaving for local women.

## What are the steps to applying for an IAG?

### Step 1: Getting Started

IAG projects involve a partnership between a *sponsoring* Lions district or club that raises funds and other support, and a *host* Lions district or club in the target country to handle logistics and oversight. Project ideas can be initiated by either a Lions club or district. Lions can find potential partners by using the club locator tool on [www.lionsclubs.org](http://www.lionsclubs.org) to search for clubs by city, country and district.

Lions may work with non-governmental organizations and other agencies in the design and implementation of an IAG proposal, as they are often excellent sources of technical assistance and guidance. Collaboration of this nature, however, must feature prominent participation by Lions and plans for Lions' identification and recognition.



### Step 2: District or Club Support

All applications must have the endorsement of a club president and district governor. The sponsoring club is responsible for raising funds to match the LCIF grant request, although the host club is encouraged to contribute financially as well. It is not necessary that all of the local funding be collected at the time the grant is submitted; however, LCIF will not release the grant funds until all monies are gathered. The budget can include a combination of collected, pledged and anticipated sources of funds. The local match should be in the form of cash. Donations-in-kind may not be counted as the local matching funding.

### Step 3: Submitting an Application for Review

The sponsoring Lions are responsible for submitting the IAG application to LCIF for consideration, which must be completed and signed by the sponsoring Lions club president and district governor. It needs to include the project name, amount of funds requested, and the approximate number of people to be served. The project plan should concisely describe the problem to be addressed, the specific roles of the sponsoring and host Lions, and the project timeline. The host Lions club president and district governor will also need to sign the application. The role of the host Lions club should be clearly defined.

Grant applications are first reviewed by the LCIF Humanitarian Programs Department. The applicant is notified if additional information or revisions are needed. After the proposal is complete, it is summarized and presented for approval. Grant applications are presented in two ways depending on the amount requested:

#### Internal LCIF Committee

If the proposal seeks between US\$5,000 and US\$10,000, the proposal is evaluated by an internal LCIF committee headed by the LCIF chairperson. These proposals may be submitted throughout the year, at least eight weeks prior to the project commencement date.

#### LCIF Board of Trustees

Proposals seeking between US\$10,001 and US\$30,000 are reviewed three times a year by the LCIF Board of Trustees. These proposals must be submitted at least 90 days before the desired LCIF Board of Trustees Meeting. Contact LCIF for the dates of upcoming Board meetings.

Lions are encouraged to submit project applications well in advance of the proposal deadline, as late arrivals may not be reviewed in time for consideration at the desired Board of Trustees meeting. See the IAG Application for more details on proposal requirements and deadlines.

For additional information on the IAG program, please contact the LCIF Humanitarian Programs Department at International Headquarters.

### SAMPLE INTERNATIONAL ASSISTANCE GRANT BUDGET

(Income must equal expenses)

Income		Expenses	
Sponsoring Lions Club or District (Collected)	US\$6,000	Airfare for Mission Team	US\$5,000
Mission Team Members (Collected and Pledged)	5,000	Medical Supplies (Breakdown of items provided)	2,500
Host Lions Club or District (Collected)	500	Various Equipment (Pro forma invoices provided)	17,500
Community Donations (Anticipated)	2,500		
Third-Party Organization (Collected)	1,000		
LCIF	10,000		
	<u>US\$25,000</u>		<u>US\$25,000</u>

