

HAWAII LIONS FOUNDATION

At its meeting on January 26, 2008 the Hawaii Lions Foundation Board of Trustees approved administratively a “Grant-in-Aid” program. The program is intended to enable and support community agencies, individuals, and Lions Clubs in district 50 to promote and achieve the purposes of the Hawaii Lions Foundation, as provided under its Charter of Incorporation. As written, the program is intended to be incorporated in the future as part of “Article IV – Hawaii Lions Foundation of District 50 Hawaii”.

GRANT –IN-AID PROGRAM

5. Grant-in-Aid. A committee with a minimum of three members and no more than five members shall be appointed by the President to administer a grant-in-aid program to support and help individuals or agencies dealing especially with sight and/or hearing problems within the communities of District 50 Hawaii, International Association of Lions Clubs.
 - a. The duties of this committee shall be to receive and process request from individuals, profit or nonprofit organizations, health agencies, or District 50 Lions Clubs. Requests shall be related to the implementation of the objectives and purposes of the Foundation that includes primarily preventing, sustaining, or restoring vision and /or hearing through education, screening, research, medical services or other means.
 - b. The committee may consider other requests that are promoted by the District Governor during his or her period in office and/or which the committee deems prudent and significant to the health safety, and welfare of the individual or the community.
 - c. Request shall be submitted in writing on the documents and in the format provided by the committee. The documents shall include the purpose of requests; the amount of funds needed; a description of what and how the funds are to be used; what is the expected outcome of the service; and an evaluative report of the service result forty five days after completion of project.
 - d. The committee shall evaluate each request and submit its finding and recommendation for approval, disapproval, modification, or deferral of the request to the Foundation for final disposition. The committee shall communicate and meet timely to be able to transmit its evaluative report to the Trustees of the Foundation by the next scheduled meeting.
 - e. The Committee shall compile an annual report of its activities that covers the granting of its allotted year’s funds to achieve the objects and purposes of the corporation, as proved in Article 3 of the “Amended Charter of Incorporation of Hawaii Lions Foundation”.
 - f. As part of its annual report, the committee shall include a budge to administer its grant-in-aid program for the next Lion year.

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PO Box 834, Honolulu, HI 96808

Grant-in-aid Project Request

Instructions: Besides operating the Eye Bank of Hawaii and the Makana foundation, the Hawaii Lions Foundation (HLF) accepts request for grant-in-aid projects. Such projects are intended to expand the efforts of HLF to achieve its object and purpose. Accordingly, project proposals should be related primarily toward preventing, sustaining, and restoring the sight and /or hearing of children and adults in the State of Hawaii. An individual, a profit or nonprofit organization, health agency, Lions Club in District 50, or other entities may apply for such project funds. Project proposals relating to other humanitarian purposes will be considered as it may provide a significant and specially needed service to an individual, group, or its community. To apply, complete the attached forms: HLF 1 Grand-in Aid Project Request; HLF 2 Grant-in-Aid Project Details; HLF 3 Grant-in-Aid Project Budget

Organization Information

Name _____
Address _____
Telephone: _____ Fax: _____

Contact Information

Name _____
Address _____
Telephone: _____ Cell: _____
Email: _____

Project Summary & Fund Amount

Project Title: _____
Purpose/Benefit: _____

Funding Amount: _____ Start Date: _____
Stop Date: _____

Signature: _____ Print Name: _____
(Person Responsible for Project) Date: _____

Signature: _____ Print Name: _____
(President/Chair, if agency) Date: _____

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Grant-in-aid Project Request

I Brief description of yourself or organization and its purpose:

II State need or purpose for the grant-in-aid you or the organization is applying for: _____

A. What is the goal and objective you or the organization intends to achieve:

B. Who is to be served by this grant in aid:

C. Method planned to achieve the goal and objective of this grant request:

D. When and where is service to begin and approximate date of its completion:

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III State the administrative or management plan for the receipt of grant-in-aid funds, including the controls for the expenditure of funds:

IV Evaluation Report: The individual or organization agrees to provide a written evaluation report. The report shall summarize the outcome of its activities in its effort to achieve its goal and objective. The report shall be transmitted within forty five day after its completion to the Hawaii Lions Foundation.

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Project Budget

Under “item” specify expense or expenses for the grant-in-aid funds, including the other source of funds or in-kind contributions you or your organization will provide to help achieve the purpose/benefit of the project. As an individual, please detail your income and expenses that makes it necessary for you to seek a grant-in-aid funding.

Item	Other	In-Kind	HLF Funds
Total each column			

Specify the other source of funding you or your organization have received, or have applied for, or is awaiting notification to receive. Explain the dollar amount of in-kind contribution you expect to receive for the project, if any.