

District 22W Awards
DISTRICT 22W HONOR ROLL

The District 22W Honor Roll Award recognizes Lions and Lionesses who have rendered outstanding service to their clubs and their communities at the “grass roots” level over an extended period of time, who exemplify the spirit of Lionism through their unselfish dedication and who are deserving of District-wide recognition for their efforts in support of Lionism.

ELIGIBILITY CRITERIA

Lions and Lionesses who have been members for at least five years are eligible for nomination to the Honor Roll. The current Cabinet Secretary, Cabinet Treasurer and Club Presidents are not eligible and may not be nominated. Past District Governors will become eligible five years after their term as District Governor.

NOMINATION PROCEDURE

Each club may nominate one member per year. In addition, the District Governor may submit two nominations, none of whom may be members of his/her club. Nominations are to be in writing, signed by the nominee’s Club President or Secretary, or the District Governor, and shall list the reasons the nominee is considered deserving of the award by providing a detailed description of the nominee’s service and activities in support of Lionism. Nominations may be made at any time during the Lions year but must be submitted to the First Vice District Governor by email or US mail postmarked no later than April 15th.

SELECTION PROCEDURE

Award recipients shall be selected from among the nominees by a committee chaired by the First Vice District Governor and consisting of the Second Vice District Governor, Cabinet Secretary, Cabinet Treasurer and the nominee’s Zone Chair. The committee may select up to ten recipients per year. The final selection of the recipients will be based solely on the above eligibility criteria and only what is submitted on the nomination form.

AWARD PRESENTATION

Honor Roll Award recipients will be announced by the First Vice District Governor at the District Luncheon during the Multiple District Convention. The names of all recipients, and their clubs, shall be inscribed on a master plaque which will be updated each year and displayed at the convention. Each recipient will receive a certificate signed by the District Governor.

DISTRICT GOVERNOR'S MEDAL OF COMMENDATION

The District Governor's Medal of Commendation will be awarded by the District Governor to individuals (Lions, Lionesses, LEOs and non-Lions) who have demonstrated performance above and beyond what is normally expected during the operation of the club, a club project or a special event or occurrence.

Nominations for this award will be made, in writing, either by letter or email directly to the District Governor stating the name of the individual nominated for the award and will include the date(s) and location of the event, project or occurrence and a short description of why the individual believes a District Governor's Medal should be awarded. The decision on the issuance of the commendation will rest solely with the District Governor.

Presentation will be made by the District Governor or a Cabinet officer designated by the District Governor at an appropriate meeting or ceremony.

LIONS/LIONESSE AWARDS*

**(*The Lioness Club shall submit reports directly to the
District Governor and to the District Awards Coordinator)**

All club and individual awards run from July 1, 2019 to June 30, 2020. Specified objectives must be met to qualify for the award. Awards will be presented at the Change of Banner and Awards Night.

To receive any of the awards listed below, the Club Secretary must verify and attest to the eligibility for receiving the award and submit this confirmation to the Administrative Assistant, Lion Vicki Mahr, no later than July 10, 2020. The Club Secretary and Club Service coordinator are encouraged to make regular reports to LCI on club activities, this will help document awards related requirements.

Service Coordinator Award

To receive this award, the Club Secretary must send confirmation of eligibility to Administrative Assistant, Lion Vicki Mahr, no later than July 10, 2020.

1. The Club held four "Hands on Service projects". Hands on service projects are when the club builds, collects, distributes or provides something directly to a non-Lion. Cash donations are wonderful but will not count for this requirement
2. Complete a project in three of the five Lions Focus Areas: Vision, Hunger, Diabetes, the Environment, and Childhood Cancer.
3. Attend the Global Action Team Training in June 2019 or attended a similar training presentation by the District or Multiple District or completed an on-line training course from www.LCI.org (report completion of on-line training to GLT Coordinator and the Administrative Assistant).

4. Attend a Leader Dog banquet or the LCIF Melvin Jones Event
5. Ensure that the club's Service Activities are reported to LCI (MyLion) on a monthly basis in which the activity occurred for six of the twelve months. No report will be accepted after July 10, 2020.
6. Ensure that pictures from at least two service projects are posted on social media. The pictures should include a Lions logo, banner or sign and then posting should include #WeServe or #22WLions
7. At least two Press Releases or articles have been submitted to the local media (print, cable, radio, television) about club fundraisers and/or service projects planned or conducted.

Membership Director Award

To receive this award, the Club Secretary must send confirmation of eligibility to Administrative Assistant, Lion Vicki Mahr, no later than July 10, 2020.

1. Ensure that the club has a current brochure to hand out to prospective members.
 - a. Ensure that the brochures are displayed at the club's service activities
2. The club held a prospective member event: Friendship Night, recruitment table, letter writing campaign or other prospective member event.
3. Attend the Global Action Team Training in June 2019 or attended a similar training presentation by the District or Multiple District or completed an on-line training course from www.LCI.org. (report completion of on-line training to GLT Coordinator and the Administrative Assistant)
4. Ensure the orientation of all new members at the club or district level.
5. The Club achieves a net gain of **ONE** in membership for the year based on the number of members on the LCI records as of July 1, 2019, and June 30, 2020.

Club Leadership Award

To receive this award, the Club Secretary must send confirmation of eligibility to the Administrative Assistant, Lion Vicki Mahr, no later than July 10, 2020.

To earn this award, 25% of Club members must complete a leadership training course. The following courses, seminars, or events will count toward this award.

- a. District Training sponsored by the GLT
- b. Online training courses from to from the Lions Learning Center on www.lionsclubs.org or as part of the Lions University. Upon completion of this independent study, documentation should be forwarded to the **GLT coordinator and the Administrative Assistant**.
- c. Attend the USA/Canada Leadership Forum.
- d. Attend the Advanced Lions Leadership Institute.

Club Secretary Award

To receive this award, the Club Secretary must send confirmation of eligibility to the Administrative Assistant, Lion Vicki Mahr, no later than July 10, 2020.

1. The Club Secretary (or designated substitute) has attended the following Lions meetings during the year:
 - a. The Secretaries' Training to be held in the second quarter of 2019/2020. The Secretary may complete an Independent Study Presentation/Club Secretary Module found on www.lionsclubs.org Upon completion of this independent study, documentation should be forwarded to the ***GLT coordinator and the Administrative Assistant.***
 - b. All Zone meetings or Region-wide meetings held during the year in their Zone or Region.
 - c. A cabinet meeting.
 - d. A Leader Dog banquets or the LCIF Melvin Jones Event
2. Complete Monthly Membership Reports to LCI by midnight of the last day of the month.
3. Ensure that the club's Service Activities are reported to LCI on a monthly basis in which the activity occurred of six of the twelve months. No report will be accepted after July 15, 2020.
4. Annual Club Officers Report (PU-101) on LCI must be completed by April 30, 2019.
5. All communications from the District and LCI have been forwarded or made available to all club members.
6. Minutes of all board meetings are presented to the board for approval and are available to the full membership for review.

Club Treasurer Award

To receive this award, the Club Secretary must send confirmation of eligibility to the Administrative Assistant, Lion Vicki Mahr, no later than July 10, 2020.

1. Prepare a club budget and have it approved by the club Board of Directors and the entire club by August 31, 2019.
2. Prepare monthly club financial reports with separate accounting and reporting for Administrative, Activities and Foundation accounts (if applicable).
3. Submit IRS Form 990 by November 15, 2019, for the club.
4. If the club has a 501(c) 3 Foundation, submit an IRS Form 990 within 5 months of the Foundation's year end.
5. Insure that the club does not have an unpaid balance of \$100 or more to Lions Clubs International as of June 30, 2020.
6. Insure that the club's International dues are paid no later than September 15, 2019, and February 15, 2020. (Lions Clubs only.)
7. Insure that the club's District dues are paid no later than October 15, 2019 and April 1, 2020. (Lions Clubs only.)

Club Newsletter Editor Award

To receive this award, the Newsletter Editor will send newsletters to the District personnel listed below. The Administrative Assistant, Lion Vicki Mahr will track the clubs' monthly newsletters for this award.

1. Issue a Club newsletter on a monthly basis beginning July 1, 2019 to June 30, 2020.
2. Email or mail by the US Postal Service a copy of each newsletter to the following district personnel:
 - a. District Governor
 - b. 1st Vice District Governor
 - c. 2nd Vice District Governor
 - d. Cabinet Secretary
 - e. Cabinet Treasurer
 - f. Region Chair (home region only)
 - g. Zone Chair (home zone only)
 - h. Administrative Assistant
 - i. District Public Relations & Publicity Chair
 - j. District Newsletter Editor

Club President's Award

To receive this award, the Club Secretary must send confirmation of eligibility to the Administrative Assistant, Lion Vicki Mahr, no later than July 10, 2020.

1. The club has conducted at least one major service activity during the year in at least three of the five service areas: Vision, Environment, Hunger, Childhood Cancer and Diabetes.
2. The club must have conducted a Friendship Night or other prospective member event during the year.
3. The President certified that all new members have been properly indoctrinated, assigned to committees and involved in the work of the club.
4. The Club submitted a report of planned activities for the next three months to the Zone Chair 10 days prior to each cabinet meeting.
5. The President (or designated substitute) has attended the following Lions meetings during the year:
 - a. The Global Action Team Training for Presidents in June, 2019. Or the President may complete the Independent Study Presentation/Club President Module found on www.lionsclubs.org. Upon completion of this independent study, documentation should be forwarded to ***the Administrative Assistant, Lion Vicki Mahr.***
 - b. All four Zone meetings or Region-wide meetings held during the year in their Zone or Region.
 - c. **TWO** cabinet meetings
 - d. A Leader Dog banquet
 - e. The LCIF Melvin Jones Event

6. The Club President has conducted or attended monthly board meetings.
7. The First Vice President has conducted at least one Business or Board meeting during the year.
8. At least four Press Releases or articles have been submitted to the local media (print, cable, radio, television, internet, Facebook, etc.) about club fundraisers and/or service projects planned or conducted.

CLUB AWARDS
22W FEED THE HUNGRY PROGRAM

To receive this award, the Club Secretary or the Service Coordinator must report the following activities to LCI no later than July 5, 2020.

1. Collect and donate to a local food bank and/or individual needy families at least 12 food items per member for the year based on the club's membership as of July 1, 2019.
2. Items may be purchased or collected at fundraising events from the attendees.
3. Clubs may make monetary donations, with \$1.00 equal to one food item.
4. Report the total number of food items or monetary donations **on a monthly basis** to LCI.

22W Reading Action Program 2019-2020

To receive this award, the Club Secretary or the Service Coordinator must report the following activities to LCI no later than July 5, 2020.

The club participates in the District 22W Reading Action program by making a donation of at least \$100 in books or support of a book drive or literacy program, or by participating in a reading program. Books may be given to a library, school, daycare center, Maryland Book Bank, etc.

Lions Clubs International Foundation (LCIF) Award

Eligibility for this award will be to the verified by the District LCIF Coordinator, PDG Paul Canada, no later than July 5, 2020.

1. The club appoints a club LCIF chairperson.
2. The club donated to LCIF by either:
 - a. Donations of \$1,000.00 or more, this will be the total of Club and individual Member donations.
 - b. At least 50% of the club members participate in the "Campaign 100/100" by making a minimum donation of \$100.00 to LCIF.
3. At least two club members attend the Melvin Jones Fellowship event.

Lions Vision Research Foundation (LVRF) Award

To receive this award, the Club Secretary or the Service Coordinator must send confirmation of eligibility to the Administrative Assistant, Lion Vicki Mahr, no later than July 10, 2020.

1. The club donates \$20.00 per member, or more, to LVRF. This can include club donations, Vision Days collections, memorials, 120 pins, Aim for Sight support or individual donations.
2. The club assigns a designated LOVRNET representative to assist the Sustainability Committee.
3. At least one club member participates in LOVRNET as a Patient Interviewer.
4. At least one club member participates in LOVRNET as a Direct Services Volunteer.
5. At least one club member attends the LVRF Rally (Round-Up).
6. The club contributes to the Low Vision Fellow Endowment Fund.
7. The club holds a Vision Days collection event.

Club Visitation Award

To receive this award, the Visitation Chair or the Club Secretary will send visitation slips to the Zone Chair who will in turn notify the Administrative Assistant, Lion Vicki Mahr, no later than July 10, 2020.

1. Visit all clubs in the Club's region.
2. Visit at least three Clubs in District 22W outside the club's region.
3. Visit at least one club outside of District 22W.
4. Lions intending on making a visitation **MUST** notify the club secretary of the club being visited at least 5 days prior to the meeting.

A visitation team shall consist of at least two members. The District Governor, 1st & 2nd Vice District Governors and candidates for those offices may not be counted as part of the visitation team unless the visitation is to a club outside of District 22W. The visitation team must stay for the entire meeting and obtain a signed visitation slip from the visited club's Secretary or President.

Visitations may be made at Region/Zone meetings. However, visitation credit may only be awarded by the club hosting the Region or Zone Meeting. In addition, Region Chairs, Zone Chairs, Club Presidents and Club Secretaries (or their designated substitutes) may not be counted in the visitation team, as they are required to be present at Region/Zone meetings.

Visitations will be awarded for attendance at District Socials, Cabinet meetings, joint meetings and district banquets (Leader Dog, LVRF, Vision Days, Melvin Jones) banquets. The visitation team for these specific events must include at least four members of the club. Only the club hosting the event will be able to issue a visitation slip.

Visitation Chair or the Club secretary should mail visitation slips to their respective zone chairs. The zone chair will notify the Administrative Assistant, Lion Vicki Mahr, of all clubs in his/her zone who are eligible for this award.

Club Excellence Award

To receive this award, notice of participation, sponsorship or contributions regarding the below defined objectives must be submitted by the Club Secretary to the Administrative Assistant, Lion Vicki Mahr, no later than July 10, 2019, with confirmation of eligibility.

1. The club has complied with the association's constitution and by-laws as well as the policies of the International Board of Directors, and has refrained from any action encouraging unauthorized uses of the name, goodwill, emblem, the marks "Lions", "Lions Club", "Lioness", "Leo", "Lions International" or "Lions Clubs International" and other insignias of this association.
2. The club will conduct a Friendship Night or new member event to introduce prospective new members to Lionism.
3. The club must achieve a net gain of **TWO** new members for the year based on the members on record starting July 1, 2019 and ending June 30, 2020.
4. At least three members of the club attend each Region-wide or Zone meeting held in the club's zone during the year.
5. At least two members of the club attend any two cabinet meetings.
6. At least two members of the club attend the following:
 - a. LCIF/Melvin Jones Brunch
 - b. The District 22W Social
 - c. The Multiple District Convention held in May 2020
 - d. The Change of Banner and Awards Night
7. The club's International dues are paid no later than September 15, 2019, and February 15, 2020.
8. The club's District dues are paid no later than October 15, 2019 and March 15, 2020.
9. The club holds a Vision Days event **OR** contributes \$200 or more to the Lions Vision Research Foundation (LVRF).
10. The club contributes \$100 or more to the following:
 - a. Lions Clubs International Foundation (LCIF)
 - b. The Lions Youth Foundation (LYF)
 - c. The District 22W Foundation
 - d. Leader Dogs for the Blind
11. The club completes one project in each of the five service areas: Vision, Environment, Hunger, Childhood Cancer and Diabetes and reports the activity to LCI between July 1, 2019 and June 30, 2020.
12. The club supports leadership development by completing **one** of the following:
 - a. Has a club member serve as a District or Multiple District Officer or as a District or Multiple District Chair in 2019-2020.

- b. Has a club member volunteer to serve as a District or Multiple District Officer or as a District or Multiple District Chair in 2020-2021.
 - c. Has a club member attend a Lions Leadership event, for example a Leadership Institute or the USA/Canada Forum
13. The club assists an individual in their community with a hearing aid, holds a hearing screening in their community or collects used hearing aids for recycling as reported in MyLCI/My Lion between July 1, 2019 and June 30, 2020.
14. The club achieves any **five (5)** of the following between July 1, 2019 and June 30, 2020:
- a. The club contributes \$100 or more to the Lions Saving Kids Sight Foundation
 - b. The club contributes \$100 or more to District 22W Diabetes Awareness
 - c. The club contributes \$100 or more to District 22W designated for diabetic camperships.
 - d. The club contributes \$100 or more to the District 22W Mobile Screening van.
 - e. The club contributes \$100 or more to the Lions Quest Program.
 - f. The club holds a White Cane event **OR** contributes \$100 or more to a vision program (other than LVRF)
 - g. The club met the requirements for the District 22W Reading Action program.
 - h. The club met the requirements for the District 22W "Feed the Hungry" program
 - i. The club sponsors an entry in the Peace Poster Contest.
 - j. The club sponsors an entry in the American Heritage, Preservation and Patriotism Essay Contest.
 - k. The club participated in the District 22W "Roar Like A Lion Event".

LEO AWARDS

To receive this award, the Club Advisor will send confirmation of eligibility to the District LEO Chair no later than June 15, 2020.

LEO Club Excellence Award

Lions Clubs International offers more than 20 award programs to acknowledge Leos and Lions active in the Leo Club Program for their accomplishments. Please note that only Leo and Lion officers reported to Lions Clubs International are eligible to receive awards and certificates. Please allow 2-4 weeks after receipt of required forms. Contact the Leo Club Program staff for more information.

District 22W may nominate one Leo Club for this award per fiscal year. The nomination must be made by the District Governor and endorsed by the District Leo Chairperson. An application form (LEO105) will be made available to the District Governor. This form is to be completed by the District Governor and endorsed by the District Leo Club Chairperson. It should be submitted along with a detailed written report of the nominated Leo club. Leo clubs considered for this award shall be judged for excellence in the following categories:

1. Service to Others

2. Fundraising Techniques
3. Leadership
4. Public Relations
5. Club Administration

A detailed written report along with the completed application form must be received by the Lions Clubs International office no later than August 15, 2020.

100% Leo Club President Award

This award should be presented at the end of the fiscal year to the Leo club president if he/she has met the following criteria:

1. The Leo club shall comply with the Standard Leo Club Constitution and the policies of the International Board of Directors.
2. The Leo club shall show a net increase in active membership for the fiscal year. Or, the Leo club president must have personally sponsored one or more new members into the Leo club prior to the end of the fiscal year.
3. The Leo club must have conducted at least one major service activity and at least one major fundraising project with substantial membership participation. This may be a joint community project with the sponsoring Lions club.
4. The Leo club must have reported projects and activities via MyLCI.
5. New club officers must have been reported to the Leo Club Program Dept. on the Annual Membership Report form or via MyLCI by July 1.
6. The Leo club president must certify that all new members have been properly indoctrinated and assigned to a working activity or service committee.
7. The Leo club president must have been recommended by the Leo club advisor to the sponsoring Lions club president, who shall certify that the Leo club president has met all the requirements therefore.

Certificates are sent to sponsoring Lions club presidents in April. This certificate may be awarded by the Leo club advisor with the approval of the sponsoring Lions club president.

Leo of the Year Award

The award shall be available to any current Leo club member who is in good standing, meets membership age requirements as provided in the Standard Leo Club Constitution and By-Laws and is not a previous recipient of the award. Consideration shall be given to a Leo club member who has:

- Demonstrated outstanding leadership skills;
- Achieved a superior record as a Leo in implementing successful service projects;
- Made an identifiable contribution to the development and growth of the Leo Club Program;

- Achieved distinction in community or school activities outside of Leo club commitments; and
- Demonstrated high ethical standards and personal integrity.

The nomination must be submitted on the official application form for the award. After a Leo is chosen from the district, the nomination is sent to the Multiple District Council of Governors who may nominate no more than one Leo from an officially certified Leo club in good standing sponsored by a lions club within the Multiple District. The application must be signed by the Multiple District Council Chairperson in office during the fiscal year in which the nomination is made.

This application must be received at Lions Club International headquarters no later than April 1 of the fiscal year for which the candidate is nominated. Award recipients shall be named by the International Board of Directors at their final meeting of the fiscal year. The award shall be sent to the Council Chairperson or District Governor, as appropriate, for presentation.

Leo Club Advisors' Outstanding Service Award

This award recognizes Leo club advisors who have demonstrated outstanding service in guiding and developing their Leo club. The award should be presented at the end of the fiscal year by the sponsoring Lions club president to the Leo club advisor if he/she has met the following criteria:

- The Leo club must have complied with the Standard Leo Club Constitution and the policies of Lions Clubs International and refrained from any action encouraging unauthorized use of the name, goodwill, emblem or insignias of the association.

In addition, the Advisor must have:

- Prepared and implemented an on-going leadership development program for members of the Leo club and guided Leo club officers in fulfilling their leadership functions. Actively assisted the Leo club in conducting major service and fundraising projects.
- Regularly attended Leo club meetings, fostered a healthy rapport and communication between the Leos and the sponsoring Lions club and kept Lions club members informed on the status and progress of the Leo club through regular reports.
- Motivated Leo club members to be service-minded and to promote fellowship.
- Promoted the Leo club's participation in district activities or in activities with other Leo clubs.
- Demonstrated the ability to listen to young people, identify their needs and interests, and give constructive advice and encouragement.

Blank certificates are sent to the sponsoring Lions club advisors in February.

CONTRIBUTIONS

Checks to the following should be made out to the specific fund and sent to committee chairs for proper credit for your club and also the District. The District Chair will forward the donation to the recipient. (Checks sent directly to Camp Merrick will go to the camp operating fund, not to Camperships.)

1. Lions Vision Research Foundation (LVRF)

Checks should be made payable to **LVRF**. Memo line of check should include designation (i.e. Operating Fund or Fellowship Endowment). This check can be presented at a Vision Event. A donation form is available on the LVRF website:

www.lionsvision.org

Email: LVRF.info@gmail.com

Lions Vision Research Foundation
PO Box 1714, Baltimore, MD 21203

2. Lions Clubs International Foundation (LCIF)

Checks should be made payable to **LCIF, (Complete LCIF Form-42M)**. Check memo area should include a notation if the donation is designated toward a Melvin Jones Fellowship. Checks can be given at the annual Melvin Jones Event, mailed directly to LCIF or given to PDG Cannada any time during the year.

PDG Paul Cannada
7 Sylvia Circle, Thurmont, MD 21788

3. Lions Saving Kids Sight Program (LSKS)

Checks should be made payable to **Lions Saving Kids Sight Program (LSKS)**.

Virginia Fair, Cabinet Treasurer
4722 Piney Creek Road
Taneytown, MD 21787

4 Lions Youth Foundation of MD-22, Inc.

Checks should be made payable to **Lions Youth Foundation, Inc.** and marked "fellowships" or "donation."

Virginia Fair, Cabinet Treasurer
4722 Piney Creek Road, Taneytown, MD 21787

The following donations should be made payable to the **Lions District 22W Foundation**, Tax ID # 83-4182916. Checks should be marked in the memo section to designate which program it is to be attached:

5. Diabetes Awareness

Check should be made payable to the **Lions District 22W Foundation**, the memo area should include one of the following: Campership at Camp Merrick for diabetic children, diabetes awareness, memorial fund, diabetes walk, for research, or kiss a pig. (Campership funds must be sent to the chair.)

Lion Donna Jackman, 659 Trefalgar Drive, Hagerstown, MD 21742

6. Hearing Preservation, Awareness and Action Program

Check should be made payable to the **Lions District 22W Foundation**, the memo area should include Hearing Preservation, Awareness & Action Program.

Virginia Fair, Cabinet Treasurer
4722 Piney Creek Road, Taneytown, MD 21787

7. Leader Dog Program

Check should be made payable to the **Lions District 22W Foundation**, the memo area should include Leader Dog. Checks can be presented at the Leader Dog banquet.

Virginia Fair, Cabinet Treasurer
4722 Piney Creek Road, Taneytown, MD 21787

8. White Cane Program

Check should be made payable to the **Lions District 22W Foundation**, the memo areas should include White Cane Program. This check can be presented at a Vision Event.

Virginia Fair, Cabinet Treasurer
4722 Piney Creek Road, Taneytown, MD 21787

9. Lions Quest Program

Check should be made payable to the **Lions District 22W Foundation**, the memo area should include Lions Quest Program.

Virginia Fair, Cabinet Treasurer
4722 Piney Creek Road, Taneytown, MD 21787

10. 22W Mobile Screening Unit

Check should be made payable to the **Lions District 22W Foundation**, the memo area should include 22W Mobile Screening Unit.

Virginia Fair, Cabinet Treasurer
4722 Piney Creek Rd, Taneytown, MD 21787