

EMERGENCY GRANT CRITERIA & APPLICATION



Lions Clubs International
FOUNDATION

The LCIF Emergency grant program supports Lions-led service activities that provide immediate needs and relief aid to victims of natural disasters. Grants, up to US\$10,000, may be requested in the wake of natural disasters such as earthquakes, tornadoes, monsoon, typhoons, cyclones, wildfires, hurricanes, flooding, tsunamis, and similar events.

Emergency grants are not eligible for famine, drought, infestations, man-made disasters, political strife, random acts of violence, pandemics, or random unfortunate events. LCIF is not a primary relief agency and these situations are more appropriately addressed by other agencies that exist principally to address those special needs. In some circumstances, support may be available through designated funds or where eligible, the District and Club Community Impact grant program.



GUIDELINES

- The maximum grant available is **US\$10,000**.
- **At least 100 people** must be displaced or impacted by the disaster.
- The **current District Governor** must submit the request to LCIF providing details on the disaster situation within their district. Individual clubs may not apply.
- The request should be emailed to LCIFemergencygrants@lionsclubs.org **within 30 days** of the disaster's occurrence.
- A district may have one Emergency grant at a time.
- Grant funds or relief supplies may not be handed over or donated to another organization or the local government to carry out the relief effort.
- LCIF will not consider reimbursing Lions for relief activities that take place prior to LCIF approval.
- Outstanding final reports for previously awarded Emergency or Community Recovery grants will delay the application process for new requests.

The LCIF Chairperson of the LCIF Board of Trustees has approval authority for Emergency grant requests that meet the grant criteria.

Eligible Expenses

- ✓ Relief kits: disaster, hygiene/toiletries
- ✓ Infant needs: diapers, formula/milk, wipes, etc.
- ✓ Food (to purchase, distribute and/or cook and serve meals)
- ✓ Water and small purification units
- ✓ First aid supplies
- ✓ Tarps/Tarpaulin
- ✓ Blankets
- ✓ Clothing/footwear
- ✓ Cleaning supplies
- ✓ Small cooking supplies and eating utensils
- ✓ Flashlights/lanterns/solar lights

Non-Eligible Expenses

- X Cash/voucher/gift cards distribution
- X Individual cash assistance
- X Replacement of personal property lost or damaged in the disaster
- X Home repairs/construction
- X Providing temporary/permanent housing (ex: hotel accommodations, lodging, rent and similar expenses)
- X Transportation/relocation expenses
- X Medical expenses (ex: treatment, screenings, vaccinations, personal medical equipment, etc.)
- X Repairs to infrastructure (ex: public buildings, roads, bridges, utility and power sources, etc.)
- X Supplies and services for animals (ex: pets, service animals and those that are domesticated and/or raised in an agricultural setting, natural habitat or shelter)
- X Support for operational expenses or reserve funding for any organization or program experiencing a loss of revenue due to the disaster

CRITERIA

1. Grant requests will be considered for situations evidenced by an urgent need for water, food, clothing, medical supplies, blankets and cleaning supplies not available from other agencies. The District Governor will provide a plan of action for a Lions-led relief effort that involves local Lions in distributing the LCIF-funded relief supplies.
2. An Emergency Grant request from any executive officer of Lions Clubs International shall be given priority based upon his/her personal witness to a natural disaster. Such grants shall be subject to all other Emergency grant criteria.
3. An Emergency grant recipient shall be obligated, as soon as reasonably possible, to supply all information required under the usual grant application process as a condition of acceptance of an Emergency grant.
4. LCIF shall not be a primary relief agency nor shall it seek to duplicate the work of such agencies in their efforts to meet immediate disaster needs, nor attempt to assume responsibilities of governments, insurance carriers or private efforts, except where flagrant and otherwise irremediable omission occur.
5. Emergency grants shall not be given or used to provide direct cash assistance, vouchers, or gift cards to disaster victims. Numerous other agencies exist principally for that purpose and, in most cases, an Emergency grant is not sufficient to effectively provide for victim's needs.
6. Receipt of an Emergency grant will not necessarily preclude further application being made for matching under the Matching Grant Program for disaster reconstruction projects.
7. Emergency grant recipients are obligated to use grants funds for their original intended purpose within 30 days of receipt of the grants unless given an extension by LCIF. The grant must be used within this time period, immediately after which the district receiving the grant shall send LCIF any unused funds and a detailed grant report of how the funds were expended, along with appropriate receipts and supporting documentation. Outstanding final reports may delay the application process of subsequent requests.

DISASTER DETAILS - WHAT LCIF NEEDS TO KNOW!

The District Governor should answer the following questions in detail. A delay in providing this information will delay processing of the Emergency grant request.

District _____ Country _____

Type of Disaster _____ Amount Requested (In US\$ not to exceed US\$10,000) _____

1. When and where did the disaster occur within your district? Specify which counties, cities, villages, etc.
2. What is the extent of local damages, including the number of reported injuries and deaths?
3. How many people are directly affected by the disaster? How many of those people have been relocated from their homes?
4. Explain the current relief efforts being implemented by the community, the government, relief agencies and local Lions?
5. What type of relief project is planned? Explain what will be done, how the beneficiaries will be identified, the role of any partners and the number of Lions clubs involved in this relief effort?
6. Please provide a preliminary budget that indicates the number of beneficiaries to be helped, the type of relief goods to be purchased, and the estimated cost. Also, explain the distribution plan for these items.
7. How will this LCIF funded project be promoted?

LCIF staff will follow up with the District Governor if further information or clarification is needed. Eligible requests will be presented to the LCIF Chairperson for consideration. The district will be notified by email of the decision.

Certification by District Governor

This is to certify that I have reviewed the LCIF Emergency grant criteria. I endorse the need for an Emergency grant and will do everything in my power to assure proper and efficient administration of the Emergency grant funds to purchase and distribute only those immediate needs deemed eligible by LCIF through a Lions-led relief program. In signing below, the District Governor acknowledges that the District will refrain from unlawfully discriminating on the basis of race, color, religion, creed, national origin, ancestry, gender, marital status, age, disability, veteran status or any other legally protected status.

District Governor (print name) _____

District Governor Signature _____

Telephone Number _____ Email Address _____

Emergency grant applications must be submitted directly to the LCIF Humanitarian Initiatives Department at LCIFemergencygrants@lionsclubs.org. Applications submitted through other departments may cause a delay in the review process. Please submit only one request.