



## LIONS DISTRICT 16L CHARITABLE FOUNDATION, INC.

### Loan/Grant Applications Information and Instructions

1. The Lions District 16L Charitable Foundation, Inc. (hereinafter called the "Foundation"), is a charitable corporation dedicated to the fostering and promotion of these purposes:
  - a. Sight or hearing rehabilitation, conservation, research, or preservation programs
  - b. Other related sight and hearing programs
  - c. Other projects or programs as may be adopted or supported by District 16L Lions, Multiple District 16 Lions or the International Association of Lions Clubs
2. The Foundation's Board is composed of nine (9) Trustees elected from the membership of District 16L, and the District Governor of District 16L.
3. The Foundation awards grants and/or loans to International Projects, Multiple District 16 Projects, Sub-District 16L Projects and 16L Lions Clubs who need financial aid to accomplish projects consistent with its purposes.
4. All loan and/or grant requests shall be submitted in writing, on the appropriate application (see attached.) The completed application along with any supporting information shall be submitted to the President.
5. Applications for loans and/or grants shall first be reviewed by the Foundation President and Secretary and within two weeks of receipt shall then be forwarded to the other Trustees to be acted upon at the next Trustee meeting.
6. The Trustees shall review and act upon each application in a manner consistent with the goals and objectives of the Foundation. Action taken by the Foundation may include, but not be limited to
  - a. Requesting the applicant to supply additional information
  - b. Requesting the contact person to appear in person to further explain the application
  - c. Requesting additional financial information or personally investigating the project
  - d. Taking any other action reasonably necessary to make an informed decision on the application.
7. All funds disbursed by the foundation shall be made in person by a Foundation Officer or designated representative.
8. Lions Club applicants must be clubs in good standing with the district, state and Lions International.
9. All correspondence to the Foundation shall be directed to the President at the following address:

District 16L Charitable Foundation, Inc.  
President, Pat Pennell  
205 Locust Trail,  
Browns Mills, NJ 08015-5229  
(609) 893-5253  
E-mail: pat16blion@comcast.net

**DISTRICT 16L CHARITABLE FOUNDATION, INC.  
GRANT APPLICATION**

*NOTE: The Lions District 16L Charitable Foundation, Inc. approves grants throughout the year. Grants are awarded at the discretion of the Board of Trustees. An application from an individual or organization which is not a Lions State or District project must be sponsored by a Lions Club of District 16L.*

1. Name of Applicant: \_\_\_\_\_  
(Lions Club name, organization or individual's name)

2. Applicant's Contact Information:  
NAME: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_  
PHONE: ( \_\_\_\_ ) \_\_\_\_\_ - \_\_\_\_\_  
EMAIL: \_\_\_\_\_ @ \_\_\_\_\_

3. Sponsoring Lions Club (if not applicant)  
NAME: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_  
PHONE: ( \_\_\_\_ ) \_\_\_\_\_ - \_\_\_\_\_  
EMAIL: \_\_\_\_\_ @ \_\_\_\_\_

4. Amount of Grant Request: \$ \_\_\_\_\_

5. Is this Grant for a program or service project?  YES  NO  
*If NO, proceed to #6. If YES, please explain the program's or service project's goals and objectives, who will be serviced and how the services will benefit the Grant recipient(s). Limit the explanation to 200 words and attach to this application.*

6. Is the Grant intended to benefit an individual?  YES  NO  
*If YES, please explain how the grant funds will assist the intended beneficiary. Identify and describe any equipment that will be purchased with the funds, and include the costs of each piece of equipment. If the Grant funds are to be used to accommodate a disability, describe the disability and supply an evaluation or copy of an evaluation by a qualified authority. Attach this information to this application.*

7. If the Grant Request is sponsored by a Lions Club, the sponsoring Club shall supply the following (attach a separate page to this application):  
a. A description of the Club's efforts to secure alternate funding.  
b. Reasons why this Grant Request should receive full consideration.  
c. Reasons why the Club is undertaking this Grant Request

8. Organization must attach a copy of their financial statement and/or balance sheet for the past two (2) fiscal years

Applicant's Signature	Title	Date
Lions Club's Signature	Title	Date