

REGULATIONS FOR LOPF GRANTS

1. The need for Lions of Pennsylvania Foundation (LOPF) assistance must be documented by the submission of a LOPF Grant Application form, (found on the LOPF and/or Lions of Pa website), completed with specific project plans and benefits, a project budget, showing all sources of income and expense, both received and projected, and all other information required by the Board of Directors. Must be signed by District Governor and Board Member of said District.
2. Grant proposals can originate from any District or Non-Lion organization in Pennsylvania. **All applications must be received by the 1st of the following months; July, October, January and April. (Only in an emergency will an exception be considered)** Grants will be awarded following Board Meetings (if the criteria is met) of the current year.
3. The District Governor and the Sitting Board Members signature must certify the significance of the need that's addressed in the Grant, the social value, and operational feasibility of the proposed project, and the validity and reasonableness of the Grant Request.
4. Any project must show the involvement of the Lions/Lioness/Leos, and a significant financial commitment on behalf of the project consistent with their respective funding capacity.
5. LOPF grants are intended for projects in the developmental stages, or for projects in progress. LOPF grant funds ARE NOT intended to repay loans, to establish reserve funds and/or salaries of anyone.
6. Grants that are awarded will be made payable to that Lions District/Club and/or organization requesting that grant. Such grants are to be administered by the sitting District Governor or the sitting Foundation Director at the time the grant is awarded. It shall be their responsibility to disburse and account for the LOPF grant funds in his/her possession.
7. Lions/Lioness/Leos and their families should not receive direct or professional benefit or have proprietary interest in projects receiving LOPF grants. (meaning a conflict of interest)
8. **All grant applications must have a 501c3 letter attached or a 990/990E/990N showing non-profit status. Must be the most recent years.**
9. All Grant Applications must be received in the State Office at 949 East Park Drive Harrisburg, Pa. 17111-2810 addressed to President of the Lions of Pa. Foundation

prior to the First (1) of the months specified with completed application. In case of emergency, an exception to this regulation may be made by contacting the President or Secretary of the Foundation.

10. Applicants failing to answer correspondence concerning their pending application shall be notified 90 days from the date of the last correspondence that their application will be automatically withdrawn, unless a response is received within 45 days starting with the date on the notice.
11. New applications for previously withdrawn or rejected projects may be submitted if there is reason to believe the project or the existing conditions are now such that the application is likely to be approved.
12. Grant applications will not be considered that request LOPF assistance in excess of 50% of the total budget and/or not completed with the appropriate signatures.
13. Depending on the number of Grants considered during the Board meeting, there may be cause **for only one grant per District, per quarter to be considered on priority** depending on monies available. Grants exceeding \$10,000 may be awarded in two (2) payments.
14. LOPF Grants may only be awarded for projects benefiting Pennsylvanians.

Approved 10-15sc