



LIONS INTERNATIONAL
LEO DISTRICT COUNCIL 325 G
MULTIPLE DISTRICT 325, NEPAL

LEO Orientation



DISTRICT TRAINING POOL COMMITTEE
LEO DISTRICT COUNCIL 325 G

COMMITTED TO “ WE SERVE ”

OVERVIEW

LIONS INTERNATIONAL





Melvin Jones

Founder of Lionism
1879-1961

1917

The Beginning of Lions Clubs International

In response to social problems created by World War I and rapid industrialization, a Chicago businessman named Melvin Jones invites business clubs from around the USA to a meeting where the Association of Lions Clubs is formed.



Matrika Prasad Koirala

First Lion President of Nepal

The first Lion President of Nepal, Late Lion Matrika Prasad Koirala was born on 1st January 1912 in Biratnagar, Morang, the eastern part of Nepal. He took the opportunity to become the First Lion President of Nepal by establishing the Lions Club of Biratnagar in 1971. Lion P.C.Jain of LC Ajmer was the extension chairperson of Lions Club of Biratnagar.

Making a global impact

1.4 million
Lions serving

49,000
Lions clubs

200
countries and
regions served

US\$1.2 billion
in grants

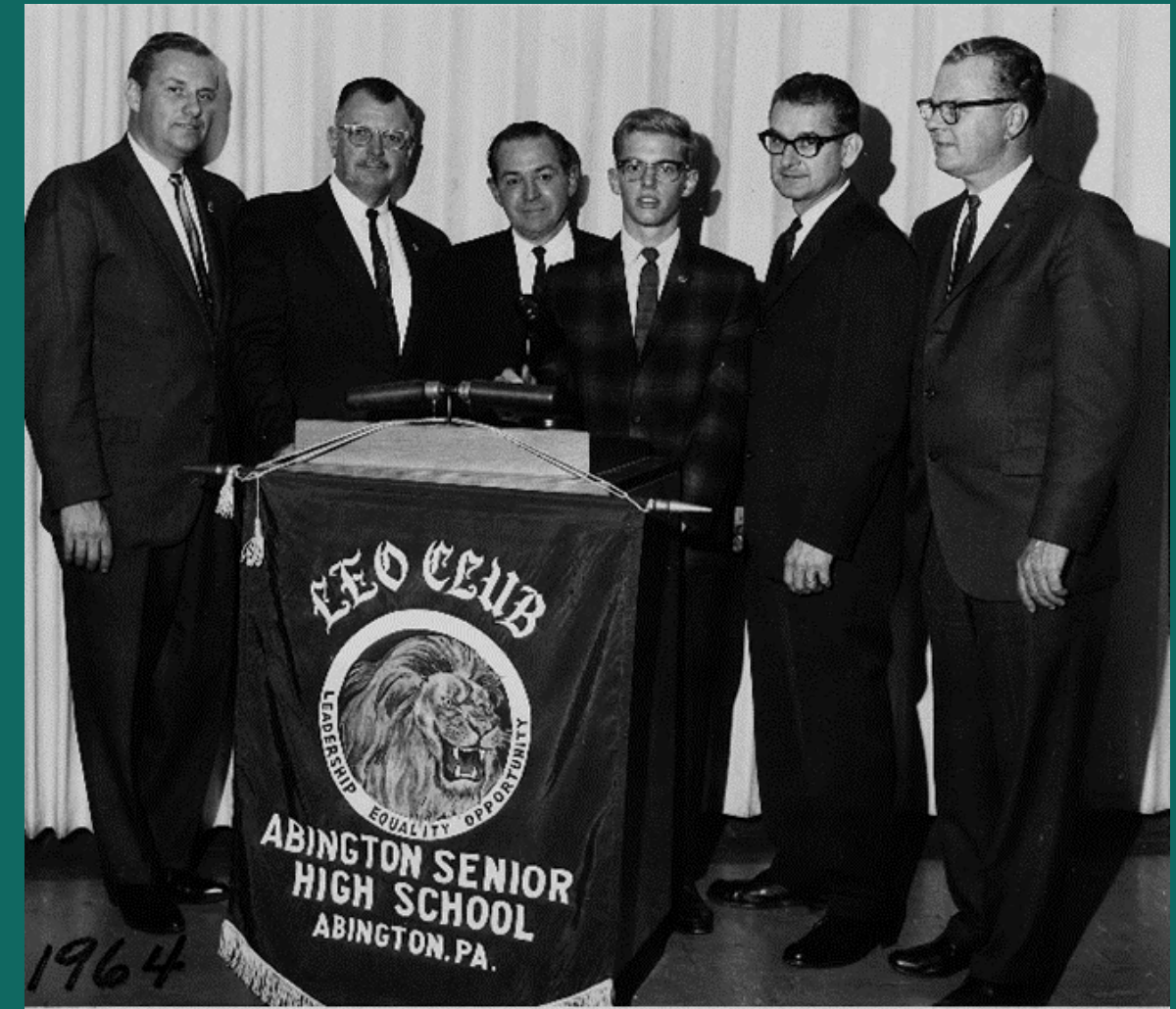
History of LEO clubs



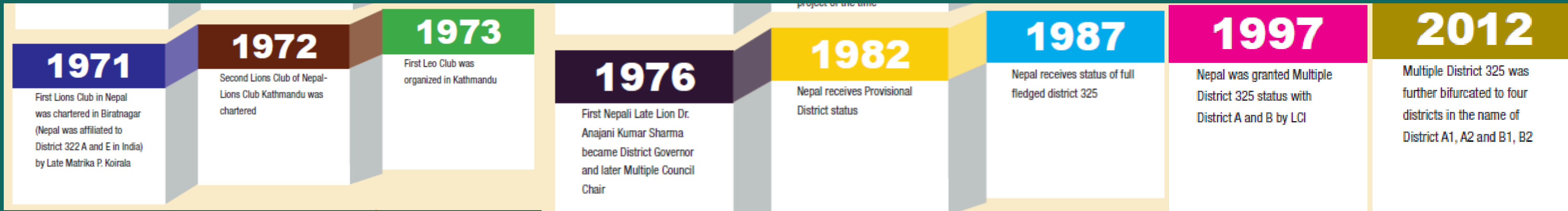
- 1957 – First Leo club founded by Glenside Lions Club in Abington, Pennsylvania, USA with 35 high school boys
- Coach Jim Graver and Lion William Ernst (Glenside Lions Club)
- December 5, 1957
- the first Leo acronym – Leadership, Equality, Opportunity

1964 – The Leo Club Program became an official district project and started to grow rapidly in Pennsylvania and other surrounding areas

1967 – Leo Club Program became an official program of Lions Clubs International



History of LEO clubs in Nepal



The first leo club in Nepal is Leo Club of Kathmandu, started in 1973 sponsored by Lions Club of Kathmandu.

Leo Club of Kathmandu Himalayas Patan is the oldest existing Leo Club of Nepal.

At first, Leo Clubs in Nepal were included in District 321, 322-E of Bihar, India.

Currently, since L.Y. 2022/2023, Leo District has been bifracted from four districts to fifteen districts (i.e. 325C, 325 D, 325 E, 325 F, 325 G, 325 H, 325 I, 325 J, 325 K, 325 L, 325 M, 325 N, 325 P 325 R,and 325 H).



L-E-O motto



L- Leadership

Leadership is the ability of an individual or a group of people to influence and guide followers or members of an organization, society or team.

E- Experience

Practical knowledge, skill, or practice derived from direct observation of or participation in events or in a particular activity

O- Opportunity

an occasion or situation that makes it possible to do something that you want to do or have to do, or the possibility of doing something:

LEADERSHIP

Develop your skills as a project organizer, time manager and team leader.

EXPERIENCE

Discover how teamwork and collaboration can change your community and the world.

OPPORTUNITY

Establish lifelong connections with fun, hard-working people while you feel the rewards of community service.

I am Leo, Together we are Leos.

S - Services



Where there's a need, there's a Leo



What is Leo Clubs ?

Leo clubs are a youth organization of Lions Clubs International.

VISION OF LIONS: To be the global leader in community and humanitarian service.



Why Are Leo Clubs Important?

Through service, young people can grow both personally and professionally, build friendships, and have the chance to improve their communities.

MISSION OF LIONS- To empower volunteers to serve their communities, meet humanitarian needs, encourage peace and promote international understanding through Lions clubs.

Leo Club Program used the principles of Positive Youth Development.

Positive Experiences
+
Positive Relationships
+
Positive Environments
=

Positive Youth Development

Positive Youth Development: The "5 Cs"

Source: Lerner, et al., 2005

- Competence (विशेषज्ञता)
- Confidence
- Connection
- Character
- Caring/Compassion (हेरचाह / करुणा)

Leo Club Program provides young people with an opportunity to develop the "5 Cs" and practice the 6th

- Contribution

Leos: A Vital Branch of the Lions Family Tree

Like any family, all members have a special role to play.

Leos for inspiration, energy and a fresh perspective that will help improve our quality of service to our communities and the world.

About Leos | Lions Clubs International

Leos get things done. By joining Alpha Leo clubs and Omega Leo clubs, young people around the world are making a difference in their communities.

 lionsclubs.org



Leo clubs are divided into two tracks: Alpha and Omega.



Alpha Leo Club

12-18 years old.

Alpha clubs focus on the individual and social development of teens



Omega Leo clubs

18-30 years old.

Omega clubs focus on the personal and professional development of young adults

The Global Scope of the Leo Movement

Top Countries as of July 1, 2023

1. United States - 1,561
2. India - 1,342
3. Nepal - 474
4. Italy - 393
5. Brazil - 368
6. Malaysia - 233
7. Germany - 226
8. Bangladesh - 220
9. Sri Lanka - 210
10. Philippines - 159

Nations & Territories: **153**

114,848

Leos in CA-VI

2,332

Clubs in CA-VI

Alpha: 438 | Omega: 1,884

185,735

Leos Worldwide

7,794

Clubs Worldwide

Alpha: 3,067 | Omega: 4,732

Reported as of September 26, 2023

India, South Asia and the Middle East, generally known as ISAME
Constitutional Area VI

“ KNOW OWN ROAR, KNOW OWN STAND ”

LEO CLUB NEEDS TEAM AND OFFICERS

UNITED AND UNIFIED STRENGTH

LEO CLUB TEAM AND OFFICERS



VIDEO: THE CART

https://www.youtube.com/watch?v=O9_EHU5BKnQ&t=4s

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LEO CLUB ORGANIZATIONAL STRUCTURE



SPONSORING LIONS CLUB



LEO ADVISOR



IMMEDIATE PAST PRESIDENT



PAST PRESIDENT



LEO CLUB BOARD OF DIRECTORS



CLUB PRESIDENT



VICE PRESIDENT



CLUB SECRETARY



CLUB TREASURER



JOINT SECRETARY



JOINT TREASURER



PUBLIC RELATION OFFICER



CLUB TAILTWISTER



CLUB TAMER



MEMBERSHIP GROWTH
COORDINATOR



COMMITTEES



DIRECTOR

**ACTIVE
GENERAL MEMBERS**

LEO CLUB TEAM AND OFFICERS

Learn. Lead. Grow.

CLUB PRESIDENT

- Leo elected by fellow club members to manage club and board meetings.
- advises other club officers concerning their responsibilities and facilitates decision-making processes.
- Leo club presidents may also call upon other active Lions or past Leo club leaders for guidance.
- By using these resources, presidents enhance their own leadership skills and help develop club members into a successful team.



CLUB VICE PRESIDENT

- Leo who assists the president throughout the year.
- The vice president assumes the duties of president if the elected president cannot complete the term.



CLUB SECRETARY

- Leo who maintains club records and meeting minutes.
- The secretary maintains records of officers, committee, members, attendance, and service activities.
- The secretary is also responsible for reporting Leo club officers, members and service activities to the Leo Club Program Department and the sponsoring Lions club.



CLUB TREASURER

- Leo who receives and deposits all money into one of two accounts, which must be kept separate:
- Administrative account, which contains new member fees and dues collected from club members.
- Activity account, which contains money collected from public fundraising projects.
- Each month, the treasurer submits a financial statement to the Leo club board of directors.



LEO CLUB TEAM AND OFFICERS

Responsible for reporting, BUT WHY AND HOW?

CLUB SECRETARY

- MEETING CONDUCT AND MINUTE WRITING
- Prepare the minutes and attendance of all members in the Board Meeting, General Meeting and Special Meeting
- Agenda Presentation and meeting calls
- Communicate with all board members and general members through different means of communication.



- PROGRAM COORDINATE AND REPORT PRESENTATION
- Support the program and records the description of program with members participation
- Prepare the LEO-SPA report, Monthly Progress Report (MPR) and Quarterly Progress Report (QPR) in respective time, to present in District and International Lion Portal.
- Draft and Present the Annual Report of the club for Annual General Meeting.

- RECORD KEEPING IN RESPECTIVE ACCOUNTS AND REPORT PRESENTATION
- Income and Expenses of Administrative Account and Activities Account
- Sponsorship and Fundraising
- Prepare Monthly Progress Report or Record for update of the club events and maintain transparency to the board and members.
- Present the record to the district.

CLUB TREASURER

- DUES COLLECTION
- As per board discussion and decision, the annual dues form general members, board members collect in time.
- Collect the membership fees and annual dues form newly proposed members.
- BUDGET ALLOCATION
- Forecast and manage the event budget for a year.



LEO CLUB TEAM AND OFFICERS

PLAY INFLUECER- ADVISIORY PANEL

LEO ADVISOR

Leo club advisor is a Lion who is appointed to serve as liaison between the two clubs.

The role of advisor includes that of: educator, motivator, counselor, liaison, humanitarian.



IMMEDIATE PAST PRESIDENT

Leo Leader, who completed his/ her tenure in previous L.Y. of Leo Club Journey.

Icon, with whom new board members can learn better.



PAST PRESIDENT

Leo Leaders, who served as the President for the Leo Club.

- The source person for the motivation and inspiration for the better journey of Leo Club .



LEO CLUB TEAM AND OFFICERS

JOINT SECRETARY

Supporting the responsibility of club secretariat.

Minute Meeting Call, Reports,



JOINT TREASURER

Supporting the responsibility of club treasurer.

Dues, Timely Report, Sponsors.



PUBLIC RELATION OFFICER (P.R.O.)

Public relation (P.R.) involves controlling information circulation to maintain a positive brand image, spread significant LEO CLUB news, and minimize negative occurrences by presenting them in a positive light.

Increase the inter-club, inter-region, inter-district relationship and fellowship

THE BRAND MANAGER
THE POSITIVE LINKER



CLUB TAILTWISTER

Leo Leaders, responsible for creatively promote harmony, goodwill and fellowship, life and enthusiasm in the meetings through appropriate, games and other activities with a judicious imposition of fines on club members, which helps defray the administrative costs of the club.

DISCIPLINE INCHARGE



CLUB TAMER

Leo Leaders, responsible for the Club's property of the Club, including its flags, banners, gong, gavel, song books, and member identification buttons.

Put each in its proper place prior to each meeting and return same to the proper storage area following each meeting

LOGISTIC MANAGER



An illustration of a business meeting in a modern office setting. Several people are seated around a long table, some looking at laptops. The scene is overlaid with a semi-transparent teal rectangle containing text. Decorative elements include a large yellow arc in the top left, a yellow circle on the left side, and several yellow circles of varying sizes on the right side.

LEO CLUB ADMINISTRATION

PLAN - ORGANIZE- DIRECT-CONTROL

CLUB MEETING

- Regular meetings allow Leos to come together to discuss matters of importance
- Meetings are called to order and led by the Leo club president
 - Board Meetings
 - General Meeting
 - Urgent or special Meeting
- Meeting minutes and attendance records are maintained by the Leo club secretary
- Leo club treasurer should report on the state of the Leo club finances

(HOW WILL YOU INTERACT?)

LEO MEMBERS

- The strength: The energy
- Board of Directors
- Advisory Panel
- General Members
- Team Building

CLUB ELECTION

- TO select the leaders



LEO CLUB FEES

- Leo Club Organization Fee
- Annual Leo Levy
 - This annual fee of US\$100 (or national currency equivalent) is automatically billed in July to all Lions clubs that sponsor an active Leo club.
- District Dues form Club
 - 150 per member
 - Factor for voting Rights
- Leo Club Dues
 - member fees to meet administrative costs
 - Membership dues and assessments should be nominal and for the sole purpose of covering administrative expenses
 - Unpaid Leo member dues will result in the forfeiture of voting privileges and a Leo is considered not in good standing until dues are paid

MOSTLY THIS CEREMONY IS DONE AFTER NEW MEMBERS INSTALLATION

NEW BOARD INSTALLATION

Installation Ceremony

- The Leo club advisor or an officer of the sponsoring Lions club presides over the ceremony to take the oath for different club board designations for fulfilling the role and responsibility towards the betterment of clubs.

“ ”

Will you perform these duties to the best of your ability?”

CLUB TAMER - “ I will”

CLUB TAILTWISTER - “ I will”

MARKETING CHAIRPERSON - “ I will”

MARKETING CHAIRPERSON - “ I will”

MEMBERSHIP CHAIRPERSON - “ I will”

JOINT SECRETARY AND JOINT TREASURER- “ I will”

CLUB TREASURER- “ I will”

CLUB SECRETARY - “ I will”

IMMEDIATE PAST PRESIDENT - “ I will”

VICE PRESIDENT - “ I will”

CLUB PRESIDENT - “ I will”

LEO MEETING PROTOCOL

- A set of rules or guidelines that dictate how things should be done in a particular meeting and programs.

LEO BY-LAWS

- A rule that governs the members of an organization
- Admendments as per the necessary and time, but not going beyond the international and Leo District By-laws

Meeting Procedure

- Dignitaries Call on Dias
- National Anthem
- Meeting call to order by President
- Flag Salutation
- Leo Pledge
- One minute Silence pray
- Opening Ceremony
- Welcome Speech by Vice President
- Appointment of Tail twister
- Secretary's Report
- Treasurer's Report
- Agendas and Discussion
- Open Forum
- Felicitations
- Closing Remark by President
- Vote of Thanks
- Tail twister report
- Adjournment of Meeting

LION PORTAL

- To report Leo Club programs in international

IMPORTANT EVENTS AND DATES

For service and program ideas

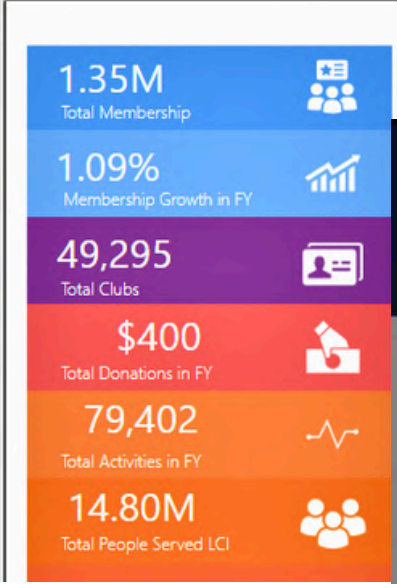
- October – Leo Membership Growth Month
- December 5 – International Leo Day
- April – Leo Club Awareness Month
- June/July – Lions Clubs International Convention

LION PORTAL

• To report Leo Club programs, Leo membership in international

The screenshot shows the Lion Portal homepage. At the top, there is a navigation menu with links for Home, Membership, Service, Learn, Reports/Insights, Shop, and More. Below the menu is a search bar and a user profile icon. The main content area features four large tiles: MY MEMBERSHIP, MY CLUB, MY CA, and MY ASSOCIATION. Below these tiles is an 'Insights Summary' section with a 'DONATE' button and a 'WELCOME TO THE LION PORTAL' message. A 'QUICK LINKS' section is also visible.

CREATE SERVICE ACTIVITY



**DONATION
FUND RAISER
MEETING
SERVICE PROJECT**

The screenshot shows the 'Create Service Activity' modal form. It has a title 'Create Service Activity' and a 'Next' button. The form contains two main sections: 'Service Activity for:' with a text input field for the title and a dropdown menu for the activity type (currently set to '--None--').

The screenshot shows the 'Edit Service Activity' form. It includes fields for Record Type (Service Project), Title (Hunger Relief Program), Sponsor (BHAKTAPUR S), Cause (Hunger), Project Type (Meal Preparation and Distribution), Activity Level (Omega Leo Club), Status (Draft), Start Date (8/10/2024), End Date (8/10/2024), and Created By (al, 8/7/2024, 11:35 AM). There is also a 'Report Complete' checkbox. Below these fields is a 'Required Metrics' section with input fields for People Served, Total Volunteers, Non-Lions Participated, Non-Lion Family Members Participated, and Total Volunteer Hours. The form has 'Cancel' and 'Save' buttons at the bottom.

CAUSE , PROJECT TYPE

**PEOPLE SERVE
TOTAL VOLUNTEERS
NON-LEOS PARTICIPATION
TOTAL VOLUNTEERS HOURS**

DOCUMENTS

- MINUTE
- SECRETARY REPORTS
 - SPA
 - MPR
 - QPR
 - Annual Report

- TREASURER REPORTS

VIP ASSETS

- Melvin Jones Photo
- National Flag
- Gong and Gavel
- Minute Register
- Club Pins
- Directory

REPORTING LEO CLUB OFFICERS: THE LEO-72 FORM

LEO CLUB OFFICERS AND MEMBERSHIP REPORT
For fiscal year beginning July 1, 2014

Use this form to report Leo club officers for the upcoming fiscal year to the Youth Programs Department at Lions Clubs International Headquarters by June 1. If you are a school-based club and do not hold officer elections until the new school year, it is acceptable to submit this form by September 30. This form must be completed by the sponsoring Lions club president, sponsoring Lions club secretary or Leo club advisor who is a member of the sponsoring Lions club. **Please type or print clearly.** MyLCI log-in registration requirements for officers will be based on the information provided on this form.

Leo Club Name _____

Sponsoring Lions Club Name _____

Lions Club ID Number _____ Lions District _____ Lions Multiple District _____

1.) Each Leo club must declare itself an **Alpha Leo Club** (12 to 18 years of age) or an **Omega Leo Club** (18 to 30 years of age). Alphas and Omegas should not be members within the same Leo club.

Select only one: This club is an Alpha Leo Club [12-18 yrs.] **OR** Omega Leo Club [18-30 yrs.]

2.) Each Leo club must also declare itself a school-based or a community-based Leo club. Both Alpha and Omega clubs can be based at a school or in the community.

Select only one: This club is a School-based Club **OR** Community-based Club

SECTION I: LEO CLUB ADVISOR INFORMATION
Leo Club Advisor (must be a member of the sponsoring Lions club; receives all communication from LCI)

First (Given) Name _____ Last (Family) Name _____

Lions Member ID Number _____ Street Address _____

City _____ State _____ Postal Code _____ Country _____

Preferred Phone _____ *E-mail _____
*A unique e-mail address is required to use the MyLCI online reporting system.

Leo Club Co-Advisor or Faculty Advisor

First (Given) Name _____ Last (Family) Name _____

Street Address _____ City _____

State _____ Postal Code _____ Country _____

Preferred Phone _____ *E-mail _____
*Faculty advisor will not have access to the MyLCI online reporting system.

Please complete both sides of this form

Leo-72.EN 03/14

SECTION II: LEO CLUB PRESIDENT INFORMATION

First (Given) Name _____ Last (Family) Name _____

Street Address _____ City _____

State _____ Postal Code _____ Country _____

Preferred Phone _____ *E-mail _____

Birth Year _____ *A unique e-mail address is required to use the MyLCI online reporting system.

SECTION III: PARENTAL/GUARDIAN OR MEMBER CONSENT
It is the responsibility of the sponsoring Lions club to maintain records of consent for any young person who joins your Leo club. The Alpha Application for Leo Club Membership [Leo50-A] should be reviewed and completed by the parent or guardian of Leo club members under the legal age of majority and kept on file by the sponsoring Lions club. The Omega Application for Leo Club Membership [Leo50-O] should be reviewed and completed by new Leo club members over the age of legal majority and kept on file by the sponsoring Lions club.

By signing below, I confirm that a completed Application for Leo Club Membership [Leo50-A or Leo50-O] has been received for all Leo club officers and members, including the Leo club president listed above. The completed Leo50 form indicates consent for the Leo's personal data to be entered into LCI member databases to be used to facilitate communications with and between members. I understand the personal information provided is to be used solely to further LCI's Purposes including "to unite the clubs in bonds of friendship, good fellowship and mutual understanding" and to conduct its necessary operational activities in accordance with the LCI privacy policy.

Signature of Lions club president, _____ Name of signee/officer _____ Title _____
Lions club secretary or Leo club advisor _____

Lions Member ID Number _____ Date _____

Please submit completed form to:
Lions Clubs International
Youth Programs Department
300 W. 22nd Street
Oak Brook, Illinois 60523-8842, USA
Phone: +1 630 571 5466
Fax: +1 630 571 1692
Email: leo@lionsclubs.org

Copy Distribution:
1) Youth Programs Department / Lions Clubs International
2) District Leo club chairperson
3) Sponsoring Lions club's records
4) Leo club's records

Leo-72.EN 03/14

LEO AND LIONS EMBLEMS



LOGOS TO BE USED



1987

Nepal receives status of full fledged district 325

1997

Nepal was granted Multiple District 325 status with District A and B by LCI

2012

Multiple District 325 was further bifurcated to four districts in the name of District A1, A2 and B1, B2

2022/23

15 districts

LEO DISTRICT AND MULTIPLE DISTRICT OFFICERS

- Serve as leaders of the Leo Club Program in their region
- Encourage clubs to share ideas
- Strengthen community service
- Promote the Leo Club Program
- Focus on membership growth and expansion
- Offer leadership development opportunities





“Healthy membership is critical to the success of Leo clubs ”

LEO CLUB MEMBERSHIP

MEMBER IS STRENGTH, THE POWER IS ENDLESS

NEW MEMBER ELIGIBILITY

Potential new Leo club members should meet the following qualifications:

- Must fall within the appropriate Alpha (12-18) or Omega (18-30) age range
- Must possess good character
- Must be deemed eligible by the Leo club committee of the sponsoring Lions club



MEMBERSHIP GROWTH
COORDINATOR

RECRUITING NEW MEMBERS

- Sharing the benefits of LEO clubs, verbally whenever there is mass meet or gathering in family, school, college.
- Place a recruitment announcement “ CALL FOR MEMBERSHIP” through printed or verbal media in social medias.
- Create a Leo club website and share information about activities, meetings and service projects.



Leo Membership Growth Month

October is Leo Membership Growth Month. Any Leo who invites three or more new members to his or her Leo club during October is eligible to receive the Leo October Membership Growth Award. For more information, visit the Leos section of the LCI website..

Did you know?

Omega Leos may continue in the program until their 31st birthday.

APPLICATION FORM FOR LEO CLUB MEMBERSHIP

NEW MEMBERS INDUCTION/ INITIATION

Induction Ceremony

- The Leo club advisor or an officer of the sponsoring Lions club presides over the ceremony
- Extend invitations to Leo club members, sponsoring Lions club members and local community representatives
- Present the Leo with new member materials and lapel pin

SECTION IV: PARENTAL/GUARDIAN REVIEW AND CONSENT

I hereby give permission for my child to become a member of the above-named Leo club. I understand that a Leo club is sponsored by a local serving the community and provides young people with an opportunity to develop their leadership skills while participating in various projects, etc.

I understand that by and may also be asked to provide transportation to various events. In addition, Clubs International may be used solely to understand a privacy policy of hand corner of the

Please check the appropriate box:

I grant a member

I grant these Lion and

I grant to be

By signing participant submitted

Child's Name _____
Parent _____
Street _____
State _____
E-mail _____
Signature _____

ALPHA APPLICATION FOR LEO CLUB MEMBERSHIP

Both pages of this form must be completed for all Leos under the legal age of majority and returned to the Leo club advisor who is a member of the sponsoring Lions club. Because it is the responsibility of the sponsoring Lions club to maintain records on parental/guardian consent for any young person under the legal age of majority who joins a Leo club, it is imperative that this completed form be kept on file with the sponsoring Lions club. Completed forms should not be sent to International Headquarters.

SECTION I: APPLICANT INFORMATION

First (Given) Name _____ Middle Name _____
Last (Family) Name _____
Street Address _____
City _____ State _____ Postal Code _____
Country _____
Preferred Phone _____ E-mail _____
Gender _____ Year of Birth _____
Other organizations of which I am a member _____
I am a: New Member Transfer Member Former Member Member Number _____
If unknown, e-mail leo@lionsclubs.org
Previous Club Name _____ Previous Club Number _____

SECTION II: APPLICANT SIGNATURE

I, the undersigned, am in good standing in my school and/or community, and in accordance with the constitution and bylaws of this club, hereby apply for membership in the _____ Leo Club, sponsored by the _____ Lions Club. I believe the above information to be true and complete, and I desire membership in this club. I believe I can make a contribution to the club and be worthy of the friendship of its members. My parents/guardian(s) and I understand that the entrance fee will be _____ and the annual dues will be _____. I also understand that, pending parental/guardian consent, my personal data will be entered into Lions Clubs International member databases and used to facilitate communications with and between LCI members. Parental/guardian consent section can be found on the second page of this form.

SIGNATURE OF APPLICANT DATE _____

SECTION III: FOR LIONS USE ONLY

Copy of completed application added to Leo club's files Leo added to club roster via MyLCI
 Parental/Guardian consent received Parental/Guardian consent approved via MyLCI
APPROVED BY _____ DATE _____
Leo Club Advisor Signature _____

Leo-50A 1/13 Please complete both sides of this form

SECTION III: FOR LEO CLUB SECRETARY OR LEO CLUB ADVISOR USE ONLY

Copy of completed application added to Leo club's files Leo added to club roster via MyLCI
APPROVED BY _____ DATE _____
Leo Club Secretary/Advisor Signature _____

OMEGA APPLICATION FOR LEO CLUB MEMBERSHIP

As the Omega Leo Club Program is designed for young adults ages 18-30, this form is intended to be completed by new Leo members who are over the age of legal majority, up to the age of 30. New Leos who are under the legal age of majority should complete the Alpha Application for Leo Club Membership. It is the responsibility of the sponsoring Lions club to maintain records on Leo new member consent, this form should be completed and returned to your Leo club secretary or Leo club advisor who is a member of the sponsoring Lions club. Completed forms should be kept on file with the sponsoring Lions club, forms should not be sent to International Headquarters.

SECTION I: APPLICANT INFORMATION

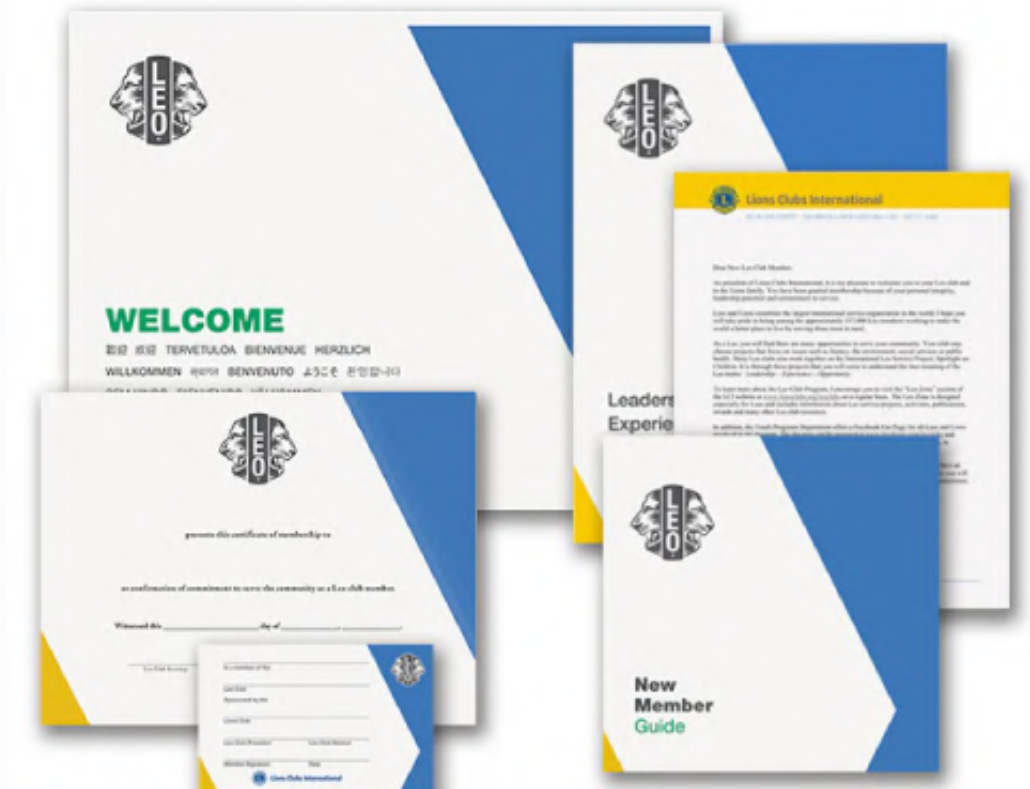
First (Given) Name _____ Middle Name _____
Last (Family) Name _____
Street Address _____
City _____ State _____ Postal Code _____
Country _____
Preferred Phone _____ E-mail _____
Gender _____ Year of Birth _____
Other organizations of which I am a member _____
I am a: New Member Transfer Member Former Member Member Number _____
If unknown, e-mail leo@lionsclubs.org
Previous Club Name _____ Previous Club Number _____

SECTION II: APPLICANT SIGNATURE

I, the undersigned, am in good standing in my school and/or community, and in accordance with the constitution and bylaws of this club, hereby apply for membership in the _____ Leo Club, sponsored by the _____ Lions Club. I believe the above information to be true and complete, and I desire membership in this club. I believe I can make a contribution to the club and be worthy of the friendship of its members. I understand that the entrance fee will be _____ and the annual dues will be _____. I also understand that, pending my consent, my personal data will be entered into Lions Clubs International member databases and used to facilitate communications with and between LCI members. The consent section can be found on the second page of this form.

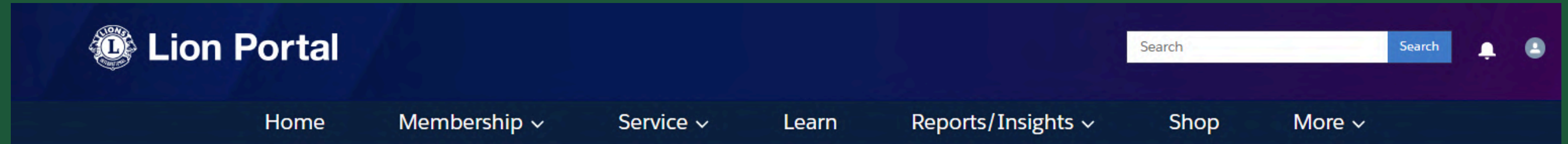
SIGNATURE OF APPLICANT DATE _____

Leo-50-O 1/14 Please complete both sides of this form



REPORTING NEW MEMBERS

For registered Leo Members, the new Leo should be recorded in Lion Portal by the Leo Officers: Club President or Club Secretary



MEMBER SATISFACTION AND RETENTION

LEO CLUB should encourage inclusion and involvement

- Acknowledge, recognize, and reward members
- Maintain age balance
- Gather feedback from club members
- Keep members informed of projects and activities
- Plan social events to bring members closer together
- Integrate new members on teams with long-term members
- Promote leadership opportunities

BEST PRACTICES FOR RETENTION

COMMON REASONS FOR LEAVING

HOW TO PREVENT IT

Disorganized Club Leadership

Leo club officers should seek advice from the Leo club advisor, sponsoring Lions club, Leo district officers and district Leo club chairperson. The sponsoring Lions club or Leo district leaders can provide additional leadership training for club officers.

Inadequate Orientation

Leo club officers should provide a thorough orientation for new members and conduct an impressive induction ceremony.

Social Cliques

Leo club officers should combine new and old members to serve on committees.

Lack of Recognition

Leo club officers should praise members and present awards whenever appropriate.

Lack of Club Membership

Leo club officers can meet with the Leo club advisor and district Leo club chairperson to discuss suggestions for growth and development, including new ways to promote the Leo club and to attract new members.

Lack of Important Activities

Leo club officers can form a committee to study local needs.

Lack of Interest in a Club Project

Leo leaders can consider altering or adding projects using ideas from Leo members.

“ WE SERVE ”

LEO CLUB SERVICE ACTIVITIES PLAN



PROJECT IDEA

Six Steps for Successful Planning

- Identify **a need** within your community
- **Contact** other community organizations for possible collaboration
- Calculate costs and determine your **budget** for the project
- Establish a timeline and measurable **goals**
- Create a **work plan** for reaching project goals
- **Publicize** the project



Leos and Lions have an opportunity to learn from each other.

COMPLETING THE SERVICE ACTIVITIES

Recognize and reward participants

- Acknowledge contributions from all participants
- Thank partner organizations for support
- Host a celebration with the project team
- Publish a story about a project leader in the social media or printed media
- Encourage involvement and input in other activity planning

Evaluate your service

- Did you meet your project goals?
- Did the project make a positive impact?
- What were the results of the project?
- Was the project well organized?
- Were partnerships used/beneficial?
- How can this activity be replicated or improved?
- In what ways, will this project continue to positively impact the local community?

SUBMIT SERVICE ACTIVITY REPORT TO LEO LEADERS, LEO DISTRICT AND IN LION PORTAL.

“ Everyone deserve some recognition ”

LEO AWARDS AND RECOGNITION

TRUE EARNING IN SOCIAL WORK

— Individual Leo and Leo Advisor Awards

International President Award: There is a special recognition opportunity available to Leo club presidents of newly formed clubs. The International President is awarding a Presidential Certificate of Appreciation to Leo club presidents when they add all of the originating Leo members to their club roster within 30 days of the club's formation. To qualify, Leo members should be entered into the online reporting system.

Leos of the Year Award: A multiple district council of governors or single district (that is not part of a multiple district) may nominate one high-achieving Leo each year for this medallion and certificate award. **Applications** must be submitted by **March 1**.

Congratulations to all the current award recipients!

Leo Club President Achievement Award: A Leo club president who meets specific requirements during their year in office may be awarded this certificate by the Leo club advisor with the approval of the sponsoring Lions club president. **Award criteria** categories include leadership development, membership extension, administration and Leo club activities.

Leo October Membership Growth Award: Leo club advisors may present this award to any Leo who recruits three or more new members who are reported in the online reporting system during the month of October. For a Leo to earn this award, Leo club advisors must submit the **nomination form** by **November 15**.

Leo Award of Honor: Leos may nominate a fellow Leo member for this award to recognize their outstanding accomplishments during the year. The lapel medal can be purchased from **Club Supplies**.

Leo Club Advisor Outstanding Service Award: The Leo club president may present this award to Leo club advisors who meet **specific requirements** and demonstrate outstanding service in guiding and developing their Leo clubs. **Nomination forms** are accepted April-June each year.

Leo Club Advisor Five-Year Service Award: Sponsoring Lions club presidents may honor Leo club advisors who successfully complete five years of dedicated service with this award. Sponsoring Lions club presidents should complete and submit this **application** to obtain the five-year service pin and certificate.

Leo Club Extension Award: Sponsoring Lions club presidents and Leo club advisors receive these certificates upon official certification of a new Leo club. The sponsoring Lions club can request additional certificates by emailing **leo@lionsclubs.org** for anyone it wishes to thank for assisting in organizing the new Leo club.

<https://www.lionsclubs.org/en/resources-for-members/resource-center/leo-leo-lion-awards-recognitions#:~:text=Leos%20and%20Leo-Lions%20are,patch%20and%20club%20plaque%20award>

CLICK HERE 

— Leo Clubs and Sponsoring Lions Clubs

Leo Club Pride Award: Leo clubs that have excelled in reporting their service, member and officer information will receive the Leo Club Pride Award. Clubs who meet the following **criteria** based on reports in the online reporting system by June 30 will be sent the award automatically, no application is necessary.

Leo Club Excellence Award: All districts may endorse one Leo club to receive this prestigious award. **Applications** are due August 15. Winners will receive a banner patch and chevron in Leo colors. **Congratulations to all the current award recipients!**

Serving Together Award: A banner patch featuring the Leo and Lions club logo is awarded to both the Leo club and the sponsoring Lions club for successful completion of joint projects and other types of activities supporting Leo and Lion collaboration. Award requirements are on the **application**. Ideas to successfully work together can be found on the **Leo and Lion Positive Collaboration webpage**.

Leo Club and Sponsoring Lions Club Anniversary Patches: Leo clubs who have achieved the fifth anniversary of their certification and their sponsoring Lions club can receive anniversary patches sent from the Leo Club Program staff. Patches are sent at anniversaries in multiples of five years thereafter. To receive the anniversary patch, please complete the following **form**.

Leo Club Sponsorship Patch: A banner patch is issued to the sponsoring Lions club upon certification of a new Leo club.

<https://www.lionsclubs.org/en/resources-for-members/resource-center/leo-leo-lion-awards-recognitions#:~:text=Leos%20and%20Leo-Lions%20are,patch%20and%20club%20plaque%20award.>

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BESIDES THESE,

Leo District Council 325G always evaluate the clubs and appreciated in Trimester and Best Leo Club in end of L.Y. Tenure.

Similarly, the members are also awarded by Club in different categories, appreciating their dedication

**"YOU CAN'T GET VERY FAR UNTIL YOU START DOING
SOMETHING FOR SOMEBODY ELSE"
-MELVIN JONES**



**DON'T HESITATE TO SPEAK
ASK QUESTIONS, LEARN MORE**

**WELCOME YOURSELF ONCE AGAIN
IN LEO JOURNEY, RATE YOURSELF HIGHER**

Compiled by : Leo Nishant Koju (Bhaktapur Suryabinayak Leo Club)



DISTRICT TRAINING POOL COMMITTEE



LEO PRAKRITI ARYAL
(V.D.P., COMMITTEE CHAIRPERSON)

LEO NISHANT KOJU
LEO SMARIKA GHIMIRE
LEO BRONISH DHARSANDHARI
(COMMITTEE MEMBER)

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