



Lions Save Sight Community Challenge

An activity of the Lions NSW-ACT Save Sight and Public Healthcare Foundations

Administration and Information Manual



“We need you to help us, so that we can help you, so that you can help them.”



Lions Save Sight Community Challenge

AIMS, PURPOSE & GOAL

The **Lions Save Sight Community Challenge** is a fundraising

activity of the
Lions NSW-ACT Save Sight & Public Healthcare Ltd
as trustee for the

Lions NSW-ACT Save Sight Foundation,
whose objects are: To promote, advance and assist the research into the causes, diagnosis, prevention and
treatment of anomalies and diseases of the eye.

and the
Lions Clubs NSW-ACT Public Health Care Foundation
whose objects are: To promote, advance and assist the research into the causes, diagnosis, prevention and
treatment of illness, sickness and afflictions of all kinds suffered by humans.

The **Lions Save Sight Community Challenge** is an
initiative/activity of the Lions NSW-ACT Save Sight & Public Health Care Foundations (the Foundations) that has
multiple aims, goals and purposes.

These include:

- Raising funds to finance the ongoing & benevolent work of your Foundations.
- Fostering an attitude of Community Service by members of our society.
- Providing an avenue for participants to both mature and gain in confidence as a focal point and leader within their community, while having fun and meeting a wide range of new people from all walks of life.
- Promoting your Foundations, their objects and accessibility across NSW and the ACT.
- For entrants to see themselves anew, along with a new value of community, of self and service.

What is the Lions Save Sight Community Challenge?

We encourage female or male citizens, 18 years of age, and over to accept a challenge to make a difference. By working actively within their community to organise fundraising and other events for the Lions NSW-ACT Save Sight & Public Health Care Foundations, while promoting our aims, objects and purposes along with the work, service and history of the foundations, the [Lions Eye Bank](#) and the [Save Sight Institute](#).

At the end of the Challenge the entrants will be eligible for two awards:

- The Charity Award – for the highest \$'s raised by a single entrant, and
- The Lions Community Service Award – For their involvement in Community Service through Lions Clubs and/or other Community Service organisations. Monies raised is not taken into account for this award.
 - o Community Service is defined as service through a recognised Service Organisation, or that which will benefit their Community.
 - o Innovation in Community service activities and/or innovation in a fundraising event/initiative will be considered in deciding the award.
- The Sponsoring Lions Club must provide a report to the District Chairman on Fundraising & Service to the Community performed by the entrant no later than 14 days before Final Judging.

The aims, purpose and goals may need to change on occasions; entrants and clubs will be advised.

Lions Save Sight Community Challenge

CHALLENGE GUIDELINES

Entrants:

The eligibility criteria is for citizens - female or male, 18 years of age and over

Each entrant gets a sash to wear when speaking to an organisation or Lions Club and when participating in a fundraising event.

Entrants when they come to Sydney for the judging get the accommodation paid for one night plus up to \$50 per day reimbursement for meals. No maximum any one meal. If coming by car the mileage repayment is 50c per KM.

Challenge

The Foundations issue a challenge to entrant to make a difference by working actively within their community, to organise fundraising and other events, for the Lions NSW-ACT Save Sight & Public Health Care Foundations, while promoting our aims, objects and purposes along with the work, service and history of the foundations, the [Lions Eye Bank](#) and the [Save Sight Institute](#).

Limitations

Entrants are to do nothing to bring Foundation into disrepute. This would include, but not limited to, any fundraising deemed illegal, projects such as strip shows or anything of an immoral nature.

If entrants, club chairman or any external organisation are in doubt please contact District Chairman for a discussion and a decision.

Banking

All banking of raised funds must be handled via the sponsoring club or sponsoring business and remitted to the Foundation on behalf of the entrant i.e. No funds are to be banked in an account held by the entrant.

Banking is to be done by Clubs with all funds deposited with Hon Treasurer by no later than the 1st August unless discussed with, and approved by, the District Chairman and the Hon. Treasurer.

If entrants, club chairman or any organising committee have questions please contact District Chairman.

Fundraising Laws

If an organisation, other than a Lions Club, undertakes to carry out fundraising for this project, that organisation must be in compliance with the current and appropriate State or Territory Legislation i.e. Gaming & Racing, Charities Act etc.

Directions

Entrants and external organisations must comply with directions, which may be issued, from the Foundation, District & Club Chairman when required.

Insurance

Only Activities that are directly controlled by a Lions Club are insured under Lions Insurances. Any Event that is organised directly by an Entrant or one of their Voluntary Workers without the control by a Lions member would not be insured.

Entrants and their Voluntary Workers involved in planning or running an Event that a Lions Club has not been involved in, would not be covered

The foundation will also be looking at Insurance on cash held until banked as it is to be banked through the Foundation's Accounts. As it stands there would not be any insurance cover on Cash in the possession of an Entrant.

Lions Save Sight Community Challenge

ENTRANT NOMINATION FORM

Full Name of Entrant

Preferred NameDOB...../ / Gender - M/F

Address

Email (please print clearly)

Phone (H) (M) (W).....

Name of Lion, Lioness, Leo's Club or sponsoring organisation:

.....
Club Chairman or Sponsoring Organisation

Address.....

(Phone/s)..... (Email) Print.....

What prompted you to enter the Challenge?

..... Attach a sheet if needed

What are your current plans to fundraise perform services in your community and promote the NSW-ACT Lions Save Sight and Public Healthcare Foundations.

..... Attach a sheet if needed

Please attach a sheet advising your previous community service background i.e. Leo's, Duke of Edinburgh, schools activities, Scouts etc along with any involvement in Lion community activities

Agreement I agree to abide by the directions that are set by the Governing Committee of the Lions Community Challenge and I will conduct myself to bring honour on the Foundations, the club and the community that I will represent and will not do anything to bring them into disrepute.

Signed:/.../.... Witness:/.../....

Lions Save Sight Community Challenge

TIMELINES

1 st July	Commence
Last Sunday in June	Challenge Closes All funds received to be forwarded to the Honorary Treasurer By the 16 th July approximately each year. Note: Funds not received Cannot be used in the decision making.
1 st Saturday in July	Final Club Report due to District Chairman and Challenge Ambassador
2 nd Saturday in July	District Chairman to follow up on missing reports, review and forward all Reports due to the Challenge Committee Chairman, and Challenge Ambassador and decide on the District nominee's to the Challenge final 1 entrant from each District to contest State Final <ul style="list-style-type: none">• A total of 6 entrants including one Leo, to come forward to the state Final.• Expenses paid on Transportation,• Accommodation of up to a maximum of 2 nights with Meals (Up to \$50 per day).
3 rd Saturday in July	District Committee Awards Decisions (to decide the District's entrant.)
1 st Saturday in August	Finalists will be notified and told of Arrangements For Judging and Presentation Dinner.
Saturday in August	Award Presentation Award Dinner (at the discretion of the Foundation Chairman) Dinner and Presentation to be held at

BANKSTOWN SPORTS CLUB
8 Greenfield Parade,
Bankstown 2200

- Presentation and Dinner to be organised by Foundations' Chairman with input from Challenge
Committee Chairmen.

Lions Save Sight Community Challenge Awards

The Lions Community Service Award

For their involvement in Community Service through Lions Clubs and/or other Community Service organisations.

- Community Service is defined as service through a recognised Service Organisation, or that which will benefit the Community.
- Innovation in Community service activities and/or innovation in a fundraising event/initiative will be considered in deciding the award.

The District Chairman of each District will decide on their District nominee's to the Challenge final based on the club reports:

- One entrants from each N District to contest the Final
- One Leo entrant representing all districts to contest the Final
- A total of 6 entrants to come forward to the Community Challenge Judging
- Expenses paid on Transportation, if coming by car there will be payment of 50c per Km Accommodation of up to a maximum of 2 nights with Meals (\$50 per day)
- The Challenge winner to get \$3,000.and a Community Challenge Award plaque.

District Challenge Award nominee's to receive a Community Challenge award certificate.

The Charity Award is for the highest \$'s raised by a single entrant in the Challenge and is to get \$3,000.and a Community Challenge Award plaque.

District Charity winners to receive a Community Challenge award plaque

All contestants to receive a Community Challenge Certificate of Participation. Clubs can apply for 25% of car raffle sales over \$400, which can go towards a Community Challenge Candidate or Awards.

Club Award

A banner patch and Appreciation Certificate to be given to each Club participating in the Challenge

District Award

A banner patch and Appreciation Certificate to be given to each District gaining a minimum of 8 clubs participating in the Challenge

Lions Save Sight Community Challenge

FINAL CLUB REPORT

Entrant Name

Club Sponsor / External Sponsor

Fundraising \$ received and banked \$.....

Service performed to the Community

.....

.....

..... (Attach another sheet if needed)

Specific Innovation in Community service activities

.....

.....

..... (Attach another sheet if needed)

Specific innovation in a fundraising event/initiative

.....
.....
.....
..... (Attach another sheet if needed)

Additional comments/information

.....
.....
..... (Attach another sheet if needed)

Signature of Club PresidentDate.../.../.....

Forwarded to District Chairman/...../.....

Received by District Chairman/...../.....

Signature of District Chairman

Forwarded to Challenge Chairman

WHO CAN ENTER? Any member of the public sponsored by a Lions, Lioness or Leo Club. Suitable entrants can come from other clubs and organisations but, must be under the auspices of a Lions, Lioness or Leo Club.

ADDITIONAL FUNDRAISING INFORMATION: To assist entrants, any entrant who sells

An AWARD of the Foundations eg a Harry Hession Award etc or Life Member etc will have the FULL amount of that award credited to his/her total amount raised.

LEOS: Will be treated separately to Lions Clubs, if they wish. This has the Support of National Leos Chairman, and the District Governors of. This Means Leo Clubs can be judged separately and compete against Leo Clubs. The Final Dinner and Award night will have 5 N District Challenge Nominees, 5 District Charity Nominees and 1 Leo Challenge Nominee, plus 1 Leo Charity Nominee.

Lions Save Sight Community Challenge

Lions Community Service Award Competition Judging Criteria for Final

Each District is entitled to one entrant to contest the final. A competition interview will select a candidate based on their responses to questions regarding their involvement in Community Service through Lions Clubs and/or other Community Service Organisations and knowledge of the Foundations.

The amount of funds raised is not relevant in this competition, being covered in the 'Charity Award'.

The following criteria will apply:

1. Community Service through a recognised service organisation or that which will benefit their community.
2. Innovation in community service activities.
3. Innovation and variety in fundraising events and initiatives.
4. Evidence of promotion of the Aims and Purposes of the Foundations to their community.
5. Involvement of community and lions clubs in events.
6. Knowledge of the history of the Foundations, the Lions Eye Bank and the Save Sight Institute.

Questions that may be asked of each candidate:

1. Tell us what you know about the Foundations and what they are set up to do?
2. What community service activities have you undertaken in your community? Eg in the past or currently.
3. Why did you enter into the Community Challenge and how did you gain support for your events?
4. Can you tell us how you raised funds for the Challenge?
5. How did you promote the Foundations in your community?
6. Would you recommend this Challenge to others in your community or club? Why?

Lions Save Sight Community Challenge

DISTRICT CHAIRMAN

(Reference to Lions Clubs included Lions, Lioness & Leo Clubs)

District N1

District N2

District N3

District N4

PDG Barbara Andrews
Bathurst Lions Club
76 Opperman Way
Bathurst NSW 2795
(M) 0417 433 988
Email missdaisy57@gmail.com

District N5

Lion Rosemary Sheather (Lion John)
Epping Eastwood Lions Club
PO Box 2406
Carlingford Court NSW 2118
(h) 02 9899 5099
0412 475 392

Rosemary sheather@jaslegal.com.au



Role & Responsibility Statement

1. To endeavour to visit (or contact by phone or email) as many clubs as possible/practical, within your District before the challenge commences to inform the clubs of the concept of the **Lions Save Sight Community Challenge**.
2. Undertake to attend at least one meeting of each Zone, with the assistance of the Lions NSW-ACT Save Sight & Public Health Care Foundation Directors, within the first 6 months before the Challenge commences, to reinforce to the Zone Chairman and the attending Club Exec of the concept & purpose of the **Challenge**.
3. To promote at your District Convention and work with your Foundation directors to ensure that delegates and attendees are aware of the **Lions Save Sight Community Challenge**.
4. To enthusiastically sponsor the **Challenge** throughout your district with the intention of gaining the highest number of entrants possible, with a goal of 8+ per District for this year.
5. To ensure that your clubs are aware of the **Lions Save Sight Community Challenge** and that the Clubs nominate and support an entrant in the challenge.
6. To urge Clubs to appoint a “**Lions Save Sight Community Challenge** Project Chairman” to inspire interest in the project, enabling you to have a club contact who is prepared to seek the necessary information on what is to be achieved and become aware of the aims, objects and purposes of the **Challenge**.
7. That once a club has nominated an entrant, that you discuss with the Club to ensure that they become aware of the aims, objects and purposes of the **Lions Save Sight Community Challenge** and
 - a. Assist the Club’s Chairman to obtain the knowledge of the work, service and history of the Lions NSWACT Save Sight & Public Health Care Foundations, the Lions Eye Bank and the Save Sight Institute.
 - b. Also to re-enforce to the Club’s Chairman, any specific limitations that may be placed on their fundraising activities.
8. To actively promote the Lions NSW-ACT Save Sight & Public Health Care Foundations within your District at Cabinet, Region, Zone and Club and Member level.
9. To promote the Foundations support of the Save Sight Institute and the Lions Eye Bank within your District and be aware of grants from the Lions NSW-ACT Save Sight & Public Health Care Foundations to your district over recent years.
10. To work co-operatively with your District Lions NSW-ACT Save Sight & Public Health Care Foundation Directors.
11. Contact the Sponsoring Lions Club 10 or 11th July to ensure they provide the detailed report on Fundraising & Service to the Community, performed by the entrant. This report must be received by you, no later than 18th July each year so District Judging can be arranged in conjunction with your District Challenge Director.
12. To follow up on missing club reports, ensure funds have been banked by entrants/clubs, review reports for completion, sign the report and forward it to the Challenge Chairman. Select the District Nominee’s for State Final of Challenge Award with concurrence of the District Challenge Director .

13. To Notify the District Challenge Director of the Name, Club and amount raised by the participants with emphasis on the Highest amount raised so Charity winner can be known and plaques ordered.

Please send copy of all details to:
PDG Phil Bower,
Email: philbower@bigpond.com

The Foundations have two excellent display kits containing, Laptop, Larger separate screen, videos of an actual eye operation, literature, “pull up” pictorial displays on Foundations’ activities and other info.

These kits may be borrowed by Districts or Clubs, BUT, you damage anything and you pay for it. This also applies if you lose anything in the kit.

These kits are great as “back up” for fund raisers, District Conventions, information nights and many other occasions. Contact Phil Bower or Stella McLeish for information.

Email: philbower@bigpond.com (CHAIR)
Phone: 0429043299
OR
Stella McLeish
Email kennstel@y7mail.com
Phone: 0404 369 092

How to use this manual: The manual is supplied as a “loose leaf document”. This allows for upgrades to be substituted without “confusing” information on same item. It allows for the user to copy what he/she needs without the expense of the whole manual. Entry Forms and Reports, officers Registrations etc can be printed as required.

A copy of ALL completed entry forms, Club Chairman forms etc are to be forwarded to the Foundations Community Challenge Directors Chairman;
PDG Phil Bower,
P.O.Box 77, Boggabri 2382
Ph. 1800 043 299 Bh 02 6743 4218 Ah 0429 043 299 Mob
Fax 02 67 434 266 email philbower@bigpond.com

IF there is something you don’t understand, need clarification, need help to get started, please contact the above.

WHAT THE FOUNDATIONS SUPPORT

This is a sample of the Grants that the Foundations have approved.

Source of Grant Funds

Grants are funded entirely from the income earned on the investment of capital accumulated over the years from the proceeds of the Foundation's fundraising activities.

Lions NSW-ACT Save Sight Foundation Grants

Save Sight Institute \$110,000 annually

Lions NSW Eye Bank \$110,000 annually

Save Sight Institute \$55,000 – purchase of Visu-cam Retinal camera installed at R.P.A.

Lions Clubs NSW-ACT Public Health Care Foundation

RECENT GRANTS APPROVED

Grant 673 Lions Club of Young Inc (N4) Insulin pump for a 26 year old lady with Type 1 Diabetes Grant requested \$1,910.00 TOTAL \$8,410.00.

Grant 674 Lions Club of Gungahlin Inc Lecky Squiggles seating system & accessories. Beneficiary Clients of the Cerebral Palsy Alliance ACT aged between one & five years with moderate to severe physical disabilities. Grant requested \$ 4,870

Grant 675 Lions Club of Sri Lankan Inc. Six ACEA Biosciences E-plate upgrade plates to support the use of an X Celligence System and a Olagen Quavac 24 plus Vacuum pump and Olvac connecting system used in cancer patient blood sample analysis. Beneficiary Children's Cancer Research Unit at Childrens Westmead Hospital. Grant \$2,503

Grant 676 lions Club of West Pennant Hills-Cherrybrook Inc Specialist Research technology- Leica Bond RX Upgrade (for cancer diagnostic & treatment research) Beneficiary The Children's Cancer Research Unit at Childrens Westmead Hospital. Grant \$5,000

Grant 677 Lions Club of Batemans Bay Inc Two Stryker model 1089 Day Theatre Surgery Trolleys Beneficiary Day patients at Batemans Bay Hospital Grant \$7,900

Grant 678 Lions Club of Carlingford Dundas Two Novacott Huntington beds. Beneficiary The Allawah Presbyterian Childrens Hospital Dundas Valley with complex disability & healthcare needs Grant \$8520.

Grant 679 Lions Club of Wagga Wagga South Inc Ceiling hoist prism transactive TXE 2000 for the Leisure Company for clients in wheelchairs Grant \$3,632.65



Hillston Grant



GRANTS