

LCIF District Coordinator Duties & Responsibilities

The LCIF District Coordinator is nominated by the LCIF Multiple District Coordinator, in consultation with the District Governor, and appointed by the LCIF Chairperson, to serve for a three-year term. This position serves as an Ambassador for Lions Clubs International Foundation and reports directly to LCIF Multiple District Coordinator while working closely with District leadership. His/her responsibilities include:

- Be familiar with LCIF initiatives and educate Lions within the district on the various grants and projects supported by LCIF. Assist District Governors with grant applications to LCIF, as needed.
- Promote foundation initiatives in district publications, during district events and to the public at large.
- Ensure that local LCIF-funded projects receive proper promotion and follow grant-criteria guidelines.
- Encourage all Lions to contribute to LCIF and promote individual and club recognition programs as incentives to donate to LCIF.
- Identify potential major gift donors, local foundations, corporations, and businesses with the potential to support LCIF and, and when appropriate, be involved in the gift-request process.
- Assist with the submission of LCIF funds, MJF applications, and other donation information when necessary.
- Encourage Clubs to select a Lion to serve as the Club LCIF Coordinator (which may be the immediate past club president). Host an annual training for club LCIF Coordinators. Communicate with each LCIF Club Coordinator quarterly.

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- In collaboration with the District Governor and the LCIF Multiple District Coordinator, develop and execute a plan with agreed upon goals. Communicate monthly with the LCIF Multiple District Coordinator to discuss progress and challenges.



District Chairperson Report

DISTRICT 308-A2 MALAYSIA

FISCAL YEAR

SECTION C: List of Projects / Contributions

Club / Region / Zone	Date	Description	Remarks

Your Special Remarks or Comments (on any of the above projects or contributions):

SECTION D: Club Functions/ Projects/ Activities attended

Club / Region / Zone	Date	Remarks

SECTION E: Further Comments from Observation

Club / Region / Zone	Remarks

(Signature of District Chairperson)

Date:

