

District 4-A3 Contest Rules 2015-2016
Effective 07/01/2015

Section 1 - General Information

- A) The District Governor encourages each club to appoint a Contest Rules Chairperson.
- B) All contests and awards will be under the jurisdiction of the District Governor and/or his/her designated committee **and as such the District Governor is not eligible to participate in the Contest.** In the case of any discrepancies, the sitting Governor has the final decision.
- C) All rules pertain to the current fiscal year and/or the Official Contest Period
- D) Official Contest Period: July 1 to March 31, with the exception of the Roving Lions and visitations, which will be April 1 to March 31 **and Newsletter/Bulletin contest July 1 to April 15th.**
- E) The Contest Categories:
 - (1) Bulletin Contest: **Print & Digital**
 - (2) President's Yearbook Contest
 - (3) Roving Lion Contest
 - (4) District Governor's Special Contest
 - (5) District Activities Contest
 - (6) Number One Club by Size**
 - (7) District Number One Club Contest
- F) Recognition Awards:
 - (1) Lions/Club Short Tail Award(s)
 - (2) Lions/Club Long Tail Award(s)
 - (3) 100% President's Award
 - (4) President's Excellence Award
 - (5) 100% Secretary's Award
 - (6) Secretary's Excellence Award
 - (7) 100% Membership Chair Award
 - (8) Membership Chair Excellence Award
 - (9) 100% Club Award by size**
 - (10) Lion of the Year

G) Judging:

Bulletin judges and Yearbook judges may not judge their own clubs' submissions. The President's Yearbook Chairperson, at his/her own discretion, may choose non-Lions to judge the books. Winners will be determined by ranking the average score, obtained by adding the score from each judge and dividing by the number of judges that evaluated the entry. All judges in both contests will use pre-printed scoring sheets showing the rules and point allocations. The Sweepstakes winner is the entry which received the most points overall.

H) **Contest Awards:**

The **District Contest Chairperson** or his/her designated Lion shall present First Place (Sweepstakes) awards to the Contest Category winners 1-7 and the Recognition Awards winners 1-7. The District Contest Chairperson or his/her designated Lion, shall present the sweepstakes award to the winner of the district president's yearbook entry, which will be submitted to MD-4 for the MD-4 yearbook contest. Winners of all contests and awards will be announced at various sessions of the 4-A3 Convention, except **Number One Club by Size** and District Number One Club which will be announced on the last day of the convention.

I) **Contest Rules Notification:**

It shall be the duty of the District Governor-Elect to see that all Club Secretaries-Elect are notified by June 20th of the District Governor's Contests Rules, the names and addresses of the chairperson to whom District Contests reporting forms are to be sent, of the Yearbook Judge Chairperson, and of all judges and other individuals to whom the bulletins are to be sent. The due dates for submitting report entries will be stated on the report form, except for bulletins where the dates are specified in the bulletin contest rules.

J) **Club Size for reporting:** The club size is determined at the beginning of the year, July 1st of the year. If the club declines or increases in membership during the year, the number of members is and will remain as of July 1 for contests. When the New Year starts, the new membership count will be recognized at that time for the new membership size.

- 1) **Small: 24 or less**
- 2) **Medium: 25 - 59**
- 3) **Large: 60 & above**

Section 2 - Bulletin Contest

A) Purpose: To promote timely and ongoing bulletin publishing by all clubs and encourage informative and quality bulletins.

B) Rules:

- (1) **Official Contest Period is July 1 to April 15th.**
- (2) All clubs will submit only one bulletin (paper or e-mail) **per bi-monthly period (one every two months).**
- (3) **For paper submission send by U.S. mail to each Newsletter/bulletin judge as listed under Annual Committees District Contest – Newsletter.**
- (4) **For E-mail submission email to Bulletin@lions4a3.org. Email bulletins may be submitted as PDF attachments or with a link in the body of the email that points to an online version of the bulletin. A maximum of 5 (five) bulletins during the contest period will be allowed. If more than one bulletin is published for the same bi-monthly period and sent to Web Master, only the first bulletin will be judged.**
- (5) A valid entry is defined as the submission of one bulletin **per bi-monthly period (one every two months) in the contest period (maximum 5 bulletins). A club may submit less than the required number of bulletins. Bulletins must be received by end of every bi-monthly period.**
- (6) Postmark or e-mail date will validate the timeliness of the bulletins. E-mailed bulletins should contain these words in the subject line (to not be considered spam): Club name, bulletin (issue month).
- (7) Batched bulletins will not be judged
- (8) **The March-April bulletin must be received by April 15.**
- (9) Each bulletin must have a masthead showing:
 - a) **The club name, mailing address & emailing address**
 - b) Name of **current** President and Secretary
 - c) Editor's name, address, & phone number
 - d) Date of Publication

C) Scoring:

- (1) Neatness, overall quality, & interest: Up to 30 pts
- (2) Club meetings (*what happened at the meeting*):
with photo Up to 40 pts
- without photo Up to 5 pts.
- (3) Club activities, (*what has or will happen, calendar of events, projects*):
with photo Up to 50 pts
- without photo Up to 5 pts.
- (4) District 4-A3 activities, (*other clubs, zone, region district events*):
With photo Up to 30 pts.
Without photo Up to 5 pts.
- (5) MD-4 activities, (*any MD4 meetings, events, news*):
with photo Up to 25 pts.
Without photos Up to 5 pts.
- (6) Lion information, (*general Lionism info, LCI, Lion world events*): Up to 15 pts
- (7) Cartoons, humor and quizzes, (*in good taste*): Up to 5 pts
- (8) Editorials and/or letters to the editor, (*i.e., club President's message*): Up to 5 pts
- (9) **Logos, artwork, drawings:** Bonus-Up to 10 pts
- (10) Timeliness of publication: **Bonus-5 pts**
- (11) **Maximum points each issue - 215 points**

D) Judging: Each judge will accumulate the total score for each issue on scoring sheets provided. At the end of the contest, each judge will total the scores of each entry, up to 5 entries **and add them all together for a final score.**

Section 3 - President's Yearbook

A) Purpose: To prepare a book that is a year's history of the club. It should be done in such a manner as to be interesting, informative, and a book the President will be proud to receive as a tribute to his/her leadership.

B) Rules:

There will be two categories of yearbook entries:

- 1) One will be an open category without specific requirements concerning size, contents, etc. All entries in the open category will receive 25-100 points **toward the Number One Club by Size**. Points achieved will be determined on a sliding scale by the District Governor and Yearbook Chairperson depending on effort not content. The yearbooks submitted in the open category will not be judged against each other.
- 2) The second category will consist of a yearbook that is eligible for judging at District level and at the MD-4 level. All yearbooks qualifying at this level will receive 250 points to be judged **against one another to proceed to next level. Yearbooks cannot be submitted into both categories.**

Rules for yearbooks to be judged:

- (1) Maximum cover size is 19" X 25"
- (2) Once the yearbook is purchased, no commercial resources, including professionals or Lions who are commercially involved in this kind of activity, shall be used in any part of the preparation of the yearbook. The yearbook must be prepared by club members and/or family members.
- (3) The yearbook will be identified on the first page with the Club name, District, the names of the officers, directors, and the yearbook chairperson. This page should not be tabbed. A plain flysheet may precede the title page to protect it from abrasion if desired. A Table of Contents must follow the title page.
- (4) The yearbook shall consist of a title page and eight (8) sections arranged in the sequence (see C)(2) Section Arrangement). Each section must be identified by a tabbed section divider.
- (5) The book is to be received by the Yearbook Contest Chairperson at a date to be announced but no later than the Saturday two weeks prior to the District Convention, at a location to be announced. The Chairperson and his/her committee will conduct the judging in private; they will then secure the books until the opening of the District Convention where the books will be displayed. Clubs must reclaim their books at the time specified on the Convention Agenda.

C) Scoring - **250** points maximum:

- (1) General appearance and overall quality; Organization and Table of Contents **15 pts.**
- (2) Section Arrangement and suggested inclusions:
 - a) Officers & Board: Portrait, individual or group pictures **25 pts.**
 - b) Local Community Service: Projects such as enhancement of parks and playgrounds, clean-up and landscape projects, recycling/environment projects, blood banks, elderly or disabled assistance, food/clothing for the needy, fundraising events, support for others such as walkathons, etc. **30 pts.**
 - c) District Activities: The District Convention, Governor's official visitation, District, Zone and Region Meetings, District Training Sessions, Work at an Endorsed Charity, any activities designated as Special Contests by the District Governor, etc. **25 pts.**
 - d) MD-4 Activities: MD-4 convention, committee service, Rose Parade Float project, Student Speakers, Flag Day, White Cane, Wilderness Camp, City of Hope, etc. **30 pts.**
 - e) International Activities: International Convention, Twinning, Sister City Program, Hearing Days, Melvin Jones Presentations, etc **30 pts.**
 - f) Youth Activities: LEO Club projects, Youth Exchange, Boys & Girls Clubs, Boy Scouts/Girl Scouts, Drug Awareness, support of local schools/sports, etc **35 pts.**
 - g) News Media Coverage: Clippings, flyers, brochures, club members in the news, radio/television affidavits, etc. **35 pts.**
 - h) Club Social Activities: Installation, meetings, socials, charter night events, award recognition, board meetings, New Member Inductions, Past Presidents' Day, etc. **25 pts.**

Section 4 – Roving Lions Contest:

A) Purpose: To promote the spirit of Lionism, fellowship, and friendship (keeping and making new friends) while encouraging assistance to other clubs:

B) Rules:

- (1) Official Contest Period is April 1 to March 31.
- (2) **A valid entry is 2 or more service/fundraising projects completed by a club with a minimum of one club being assisted.**
- (3) Official projects can be completed at any Lions Club within District 4-A3 during the contest period. An official project is defined as any club service or fundraising project entered in the club activities section of the Lions Club International Website. Attendance at such projects will be credited after the completion of a "shift" at the event as determined by the project chair.
- (4) Club size rules apply for the Roving Lions Contest.
- (5) Attendance will be recorded on the back of the District Governor's Visitation Card and signed by the project chair after the completion of the "shift".
- (6) The District Governor MAY NOT be counted as one of his/her club's attendees at a service/fundraising project.
- (7) A special "Roving Lion Award" will be presented to the club with the most projects completed during the contest period.
- (8) The completed project card shall be turned into the Contest Chair after the official end of the contest by the date specified in the contest rules.
- (9) All clubs completing a valid entry will be awarded **30 points in the Number One Club by Size Contest.**

C) **Required club's minimum membership attendance for regular and Roving Lions is as follows:**

- (1) One (1) Member for Small clubs (24 or less)**
- (2) Three (3) Members for Medium clubs (25 to 59)**
- (3) Four (4) Members for Large clubs (60 or more)**

D) The club size is determined at the beginning of the year, July 1st of the year. If the club declines or increases in membership during the year, the number of members is and will remain as of July 1 for this contest. When the new year starts, the new membership count will be recognized at that time for the new membership size.

E) Visitation Protocol:

- (1) Roving Lions shall give sufficient advance notice with the hosting club project chair of their offer to participate in the host club project so that effective shift scheduling can be accomplished. All Lions are encouraged to share information about Lions projects around the district to provide Roving Lion opportunities.
- (2) Borrowing of club property shall not occur during a club fundraiser or service project.

Section 5 - Short Tail Award

- A) Objective: To visit all Lions Clubs in a District 4-A3 Region or any 8 different clubs in District 4 A3.
- B) Rules: The Award will be given in two categories:
 - (1) Club award to each Lions Club completing official visitations to all clubs in a District 4-A3 Region **or number of clubs in their Region equal to or greater than a Region with the lowest number of clubs in 4A3.** Club size rules apply.
 - (2) Individual Lion award to each Lion completing visitations to all clubs in a District 4-A3 Region **or number of clubs in their Region equal to or greater than a Region with the lowest number of clubs in 4A3.**
 - (3) A visitation is defined as attendance at any regular club meeting, club charter night, club officer installation, club student speaker contest, club holiday party, club service or fundraising project. (A club service/fundraising project is defined as any project entered into the club activities section of the Lions Club International Website). For all such attendance credit at another club's service/fundraising project, the requirement for a flag salute to be performed at the "visitation" will be waived.)
- C) The District Governor's Official Visitation does not count towards a Short Tail Award for the District Governor.
- D) Club visitations made to two or more clubs on the same day to clubs with overlapping meeting times will cause all such visitations to be void. An exclusion to this applies to club service/fundraising projects, as many will overlap during the year. In the event of this, clubs participating must have different groups of people working at the simultaneous events.
- E) Two or more visitations made by an individual Lion on the same day to clubs with overlapping meeting times will cause all such visitations to be void
- F) Visitations must be completed within the official contest period April 1 through March 31.
- G) Each club or Lion will keep its/his/her own records. When visitations are completed, turn in the record to the District Contest Chairperson after the end of the contest period by the date specified on the visitation contest reporting form.

Visiting Protocol (applicable for Short Tails and Long Tails)

- (1) Inform the Club Secretary or Club President to be visited one week in advance so that adequate food preparation can be made and provide approximate number that will be visiting, date of visit and how many will be eating.
- (2) The club bell, gavel, and banner are the only three items that are subject to 'borrowing' and then only between the opening and closing of the meeting and not during a program. Opening and closing are defined as the first and last bell of the meeting. At no time shall attempts to borrow property be disruptive or discourteous to the Presiding Officer. Good common sense must always prevail on both sides.
- (3) Borrowing of club property shall not occur during any of the following: District Governor visitations, Charter or Installation functions, Holiday parties, Student Speaker meetings, Leo recognition meetings, Past President recognition meetings, club meetings with guest speakers, service or fundraising projects.
- (4) All borrowed property shall be returned to the rightful club no later than the next District/Cabinet meeting. In the alternative, arrangements may be made with the District Secretary to return the borrowed property at the next District/Cabinet meeting with an appropriate ceremony approved by the District Secretary.

Section 6 - Long Tail Award

- A) Objective: To visit all Lions Clubs in District 4-A3
- B) Rules: The award will be given in two categories:
 - (1) Club award to each Lions Club completing official visitations to a regular, charter night, officer installation, club Student Speakers Contest, Holiday parties, club service or fundraising project of all clubs in District 4-A3. (A club service/fundraising project is defined as any project entered into the club activities section of the Lions Club International Website). For all such attendance credit at another club's service/fundraising project, the requirement for a flag salute to be performed at the "visitation" will be waived.)
 - (2) Individual Lion award to each Lion completing visitations to a regular, charter night, officer installation, club Student Speakers Contest, Holiday parties, club service or fundraising project of all clubs in District 4-A3. (A club service/fundraising project is defined as any project entered into the club activities section of the Lions Club International Website). For all such attendance credit at another club's service/fundraising project, the requirement for a flag salute to be performed at the "visitation" will be waived.)
- C) Club visitations made to two or more clubs on the same day with overlapping meeting times will cause all such visitations to be void. An exclusion to this applies to club service/fundraising projects, as many will overlap during the year. In the event of this, clubs participating must have different groups of people working at the simultaneous events.
- D) Two or more visitations made by an individual Lion on the same day to clubs with overlapping meeting times will cause all such visitations to be void.
- E) The District Governor's Official Visitations do not count towards a Long Tail Award for the District Governor.

- F) There is no time limit to complete the visitations/projects (for clubs or individual Lions).
- G) Each club or Lion will keep its/his/her own records using the District Governor Visitation Card. When visitations are completed, turn in the record to the District Contest Chairperson after the end of the contest period by the date specified on the visitation contest reporting form.
- H) **Campus Club exemption. Due to closure of school campuses during summer and the highly flexible meeting schedules of campus clubs, visitations to campus clubs are not required to complete a long tail.**
- I) **Campus Club excellence points. Any Clubs or individual visiting a campus club meeting will receive a onetime point bonus toward Number One Club by Size during contest period for that year. 300 pts**

Section 7 - District Governor's Special Contest:

- A) Purpose: To encourage Lions Clubs to expand their membership, be active in their communities, and, be involved in District 4-A3 activities that promote friendship and companionship with other Lions within their club and the district.
- B) Club Membership Growth by March 31, 2016:
For each member increase who becomes a Proud Lion over the Governors year: 100 pts
- C) **Points in this category are by club size for each Student Speaker award given out:**

Small club –	Aslan: 200pts up to 1000pts:	Stanford: 250 pts.	Synder: 400 pts.	Smith: 600 pts.
Medium size –	Aslan: 50 pts.	Stanford: 100 pts.	Synder: 200 pts.	Smith: 300 pts.
Large Size -	Aslan: 25 pts.	Stanford: 50 pts.	Synder 100 pts	Smith: 200 pts.
- D) **For each Melvin Jones Fellowship given out to past President: 100 pts.**
- E) **For each club that meet's LCI's Women's Membership Initiative Program and brings in 10% or 5 new members. Cannot be combined with any other item 2000 pts.**
- F) **For each club that enacts the Family Membership Program and brings in 10% or 5 new members Cannot be combined with any other item 2000 pts.**
- G) **Sponsor a Branch Club: 1000 pts.**
- H) **Sponsor a LEOS Club: 1000 pts.**
- I) **Each article with photos submitted to local news media: 100 pts. up to 1000 pts.**
- J) **Sponsor a full size club 2500 pts.**

Section 8 - District Activities Contest

- A) Purpose: To stimulate attendance at District Activities and meetings in order to increase interest and participation.
- B) Rules:
 - (1) Club Size visitation rules apply to earn club attendance points. (ref. Sect 1, J.)
 - (2) A valid entry is the timely reporting of 7 or more District Activities
 - (3) Only the following District Activities will be scored points:
 - a) Club attendance at Zone meetings: 5 points per Zone meeting up to 15 points
 - b) Club attendance at Region meetings: 5 points per Region meeting up to 15 points
 - c) Club attendance at Zone Student Speakers Contest: 100 points
 - d) Club attendance at Region Student Speakers Contest 100 points
 - e) Club attendance at the first 3 District Cabinet Meetings: 15 points each – maximum 45 points
 - f) Club attendance at the District Convention: 100 points
 - g) Club attendance at the MD-4 Convention: 15 points
 - h) Club attendance at the International **Convention for incoming Governor** : 15 points
 - i) 1st VP attendance at USA/Canada Leadership Forum: 100 points
 - j) Other VP attendance at US/Canada Leadership Forum: 100 points
 - k) Each club member attending Leadership Institute: 100 points; up to 300 points
 - (4) Attendance verification: Attendance at District Cabinet Meetings is subject to verification by the District Governor's attendance records. Attendance at Zone and Region meetings (including Student Speakers Contests) are subject to verification by the Zone and Region Chairmen's attendance records. Attendance at Conventions requires official registration at the convention(s).
 - (5) Reporting Form: The District Contest Chairperson will supply each Club Secretary-Elect with a "District Activities Reporting Form" prior to June 20. All District Activities must be recorded on this form then certified by the Club Secretary and submitted to the District Contest Chairperson after the end of the contest period by the date specified on the reporting form.

Please note: The Contest Chairperson will accept forms which promise attendance at the District Convention. Verification of said attendance will be made prior to the contest awards being presented.

Section 9 - 100% President Award

- A) Purpose: to encourage the president to demonstrate his/her leadership abilities by promoting club participation, as well as his/her own, in District, Multiple District, and International Activities and strive for 100% Club.
- B) The president must complete/comply with **rules 1 through 7 plus 3 of rules 8 through 16 of categories below:**
 - (1) Have the recommendation of the majority of his/her Board of Directors
 - (2) **Have a fundraiser with photos submitted to District newsletter and/or local news media**

- (3) **Have a Community service project with photos submitted to District newsletter and/or local news media.**
- (4) **Personally visit another club with photos submitted to newsletter**
- (5) **Personally attend Zone Student Speaker meeting with photos submitted to District newsletter and/or local news media**
- (6) Make certain that Semi-Annual Dues are paid by Treasurer as follows:
 - a) Lions Club International Dues must be paid by September 30 and March 31.
 - b) MD-4 and District Dues (included on same statement) are paid by September 30 and March 31.
 - c) Club does not owe any more than 'current due' on March 31 to Lions Clubs International
- (7) **Add either one new member under the Family Membership Program or one new member under Women's Membership Initiative Program to club.**
- (8) **Personally or send a special delegate in their place to attend all Region and Zone meetings.**
- (9) **Personally or send a special delegate in their place to attend the first 3 District meetings.**
- (10) **Register and personally attend or send a special delegate(s) based on club size rules to the District Convention that is held during his/her term of office.**
- (11) Personally attend the president's workshop/training session (either as 1st VP or President).
- (12) Have perfect attendance at his/her own club during his/her term of office.
- (13) His/her club must have a valid entry in at least three of the following categories:
 - a) Bulletin contest
 - b) Yearbook contest
 - c) Visitation contest/Roving Lion Contest
 - d) District activities contest
 - e) District governor's special contest
- (14) His/her club must participate in at least three of the following categories:
 - a) Club Student Speaker's contest
 - b) White Cane Day
 - c) City of Hope Lions Appreciation Day
 - d) Youth Exchange program
 - e) Sponsor a Leo Club
 - f) Flag Day
 - g) **Sponsor a Branch or Extension club**
 - h) **Sponsor a Lions club**
 - i) **Declare your existing and/or create and implement your club signature project**
- (15) His/her home club must have conducted at least one major service project which involves at least 20% of the membership as determined by the July 1 Club MMR report.
- (16) His/her home club must have conducted at least one major fund-raising project which involves at least 20% of the membership as determined by the July 1 Club MMR report.

Exception: the District Governor may waive an individual's compliance in no more than two meetings as described in all categories for emergency or unusual circumstances upon written request and supporting documentation from the club secretary. If a waiver is granted, the District Governor will notify the Contest Chairperson and District Secretary in writing.

C) Certification Form:

The Club Secretary will complete and sign the 100% Club President Certification Form, attesting that the President has completed rules as outlined above, and submit this form to the District Contest Chairperson after the end of the contest period by the date specified on the reporting form.

Section 10 – President's Excellence Award

- A) Purpose: to encourage the president and the club to strive for the District Number One Club title.
- B) Rules: **The President must complete/comply to first 11 rules as outlined under 100% President.**
- C) **President must complete 2 more categories in 12 through 16, not already completed under 100% President.**
- D) **Certification Form: The Club Secretary will complete and sign the 100% Club President Certification Form, attesting that the President has completed rules as outlined above, and submit this form to the District Contest Chairperson after the end of the contest period by the date specified on the reporting form.**

Section 11 - 100% Secretary Award

- A) Purpose: To encourage the Secretary to strive to complete all club duties in an exemplary manner and to attend activities at the Zone, Region, and District levels. Help the Club attain the Region Number One Club title.
- B) **Rules: The Secretary must complete/comply with rules 1-4 plus 3 of rules 5-10 below:**
 - (1) Have the recommendation of his/her Board of Directors.
 - (2) All WMMR or written membership reports must be postmarked no later than the 20th of each month or filed electronically no later than the last day of that month.

- (3) Personally attend the secretary's workshop/training session (available at the district and region/zone levels).
- (4) Complete the Annual Report (PU 101) for new officers and have postmarked no later than April 16 to Lions International, MD-4, and District 4-A3 Vice District Governor.
- (5) Attend personally one Zone meeting.**
- (6) Attend personally one Region meeting.**
- (7) Attend personally the first 3 District meetings.
- (8) LCI Activity reports must be submitted quarterly, or by fifteen days after the end of the quarter, except for the quarter ending in March, for which reports must be submitted by April 5th.
- (9) Have perfect attendance at his/her own club meetings during the current fiscal year.
- (10) Register for and attend personally the District Convention during his/her term in office.

Exception: the District Governor may waive an individual's compliance in no more than two of the meetings as described in categories 5, 6, and 7, for emergency or unusual circumstances upon written request and supporting documentation from the club secretary. If a waiver is granted, the district governor will notify the Contest Chair and district secretary in writing.

C) Certification Form:

The club President will complete and sign the 100% Secretary Certification Form, attesting that the Secretary has completed/conformed to rules 1-4 plus 3 of rules 5-10 above, and submit this form to the District Contest Chairperson after the end of the contest period by the date specified on the reporting form.

Section 12 - Secretary's Excellence Award

- A) Purpose: To encourage the Secretary to strive for excellence within him/herself and help the Club be the best it can be.
- B) Rules: The Secretary must complete/comply with all 10 rules as outlined under 100% Secretary.
- C) Certification Form:
The Club President will complete and sign the Club Secretary Excellence Certification Form, attesting that the Secretary has completed/complied with 10 of the 10 rules above, and submit this form to the District Contest Chairperson after the end of the contest period by the date specified on the reporting form.

Section 13 – 100% Membership Chair Award

- A) Purpose: To encourage the Membership Chair to develop his/her leadership abilities by promoting the LIONS message and vision in the community, in his/her own club and throughout the district.
- B) Rules: The Membership Chair is required to complete 1-5 below and 3 of 6-9
 - (1) Have the recommendation of the majority of his/her Board of Directors.
 - (2) Provide new member orientation to new Lions within two months of the date the new member joins the club; the training materials should be obtained from the Lions Club International Website.
 - (3) Have a net increase in membership based on the club census as of July 1st.
 - (4) Attend membership training at the zone, region, district, multiple-district, or international level.
 - (5) Work to provide a mentor for each new Lion.
 - (6) Personally attend one out of the first three district meetings.**
 - (7) Sign-up for and attend the District Convention.
 - (8) Check on the reason(s) members leave the club and report this to the zone chair for your zone.
 - (9) Communicate with zone chair and /or district global membership team member in your area – can be by phone, e-mail, mail, or in person.

Section 14 – Membership Chair's Excellence Award

(Award based on Club membership as of July 1 of the next Lions year—presented at the District Installation for the following year)

- A) Purpose: To encourage the Membership Chair to actively support his/her club in bringing in, supporting and keeping members.
- B) Rules: The Membership Chair must complete/comply with all 9 rules as outlined in 100% Membership Chair.
- C) Certification Form:
The Club President will complete and sign the Club Membership Chair Excellence Certification Form, attesting that the Membership Chair has completed/complied with 9 of the 9 rules above, and submit this form to the District Contest Chairperson after the end of the contest period by the date specified on the reporting form.

Section 15 - 100% Club Award

- A) Purpose: To create enthusiasm among club members and encourage every club to form bonds with surrounding Lions Clubs of its Zone, Region, and District.
- B) Rules:
 - (1) Official Contest Period is July 1 to March 31.
 - (2) Club must have a 100% President.
 - (3) Club must complete 3 of the categories 4 through 10**
 - (4) Club must complete at least one 'hands on' project during the year. 'Hands-on' project includes any activity with at least **10%** of club members participating (measured by July 1 WMMR census) wherein

the members form as an organized Lions Club group, visible in the community, at a scheduled event, donating time and labor to accomplish a tangible goal for the betterment of the community. 'Hands-on' specifically excludes fund-raising projects and community service projects which principally involve donations of money, food, goods, property. This requirement seeks to raise the visibility of the good works of the club in the community.

- (5) **Club must have submitted an article or photos with caption to news media of their Community service project.**
 - (6) **Club must have submitted an article or photos with caption to news media of their fundraiser project.**
 - (7) **Clubs must have held a Student speaker contest**
 - (8) Club must contribute to at least **3** Endorsed District and/or Multiple District Charities as listed in the current District and Multiple District Directories.
 - (9) The club must submit a delegate list and have at least 50% of the allowable delegates certified at the MD-4 Convention. For the purposes of this contest only, PDGs may be included as a member of the delegate list.
 - (10) The club must submit a delegate list and have 100% of the allowable delegates certified at the District 4-A3 Convention. For the purposes of this contest only, PDGs may be included as a member of the delegate list.
 - (11) The club must complete either a valid bulletin contest entry or a valid **yearbook** entry – either in the open category or judged category.
- C) Certification Form:
The Club Secretary will complete and sign the 100% Club Certification Form, attesting that the Club has completed/conformed to rules as listed above and submit the form to the District Contest Chairperson after the end of the contest period by the date specified on the reporting form.

Section 16 - Number One Club by Size Contest

- A) Purpose: To encourage clubs of all sizes to participate in Region and District Activities; to promote fellowship among all our Lions; to strengthen our clubs in District 4-A3. **Three awards to be given by club size rules.**
- B) Rules:
- (1) Official Contest Period is July 1 to March 31.
 - (2) A Club must be a 100% Club.
 - (3) A Club must have a 100% Secretary
 - (4) **A club must not have dropped more than 10% membership in months of July and August. Governors exemption can apply due to untimely events**
 - (5) Bonus Points:

a) For 10% net growth of membership:	500 pts.
b) For each club Short Tail Award:	10 pts.
c) Sponsor a New Leo Club:	500 pts.
d) Sponsor a New Lions Club:	1500 pts.
e) Sponsor a new Branch or Extension Club	1000 pts.
f) For a valid bulletin contest entry:	75 pts.
g) For a valid open category yearbook entry:	25-100 pts.
h) For a valid judged category yearbook entry:	100 pts.
i) For a valid Roving Lions contest entry:	75 pts.
j) For a Campus Club visitation	300 pts.
k) For each Club Long Tail:	10 pts.
l) Club with 100% Membership Chair:	100 pts.
m) Club Membership Chair with Excellence, extra points:	25 pts.
 - (6) The Club with the highest total of bonus points plus fulfilled requirements number 1-4 of this contest will be declared the Region's Number One Club.
- C) Reporting Form:
 The District Contest Chairperson will supply each Club Secretary Elect with the Region Number One Contest Form and the Bonus Point Reporting Form prior to June 20. All bonus points must be recorded and the contest form completed and signed by the Club Secretary, then submitted to the District Contest Chairperson after the end of the contest period by the date specified on the reporting form.

Section 17 - District Number One Club Contest

- A) Purpose: To encourage clubs of all sizes to participate in District activities, which promote Lionism within each club, in our communities, and our world; to promote fellowship among all our Lions and to strengthen our clubs.
- B) Rules:
- (1) Official Contest Period is July 1 to March 31.
 - (2) **A Club must qualify to be Number One Club by Size.**

(3) **In addition to fulfilling all of the requirements for 100% president, the home club must increase NET membership by 20% or 13 members or have the highest percentage increase within club size category from July 1 to March 31 during the President's term of office.**

(4) Bonus Points:

For involvement in community service activities: Club census determined by July 1 WMMR

a) For each community service project with participation of at least 20% of the membership: 5 pts.

b) **For each project under (a) in which the Club 1st Vice President participates: 5 pts.**

Note: the 1st Vice President may be included in membership count for (a).

c) **For each Proud Lion Award granted over the Governors year: 5 pts.**

Each Community Service Project must be explained completely by the Club Secretary on the "Contest Reporting Form," including the number of Lions who participated and the number of hours donated and entered onto the LCI Website as an activity report for the club

(5) The club with the highest total of bonus points plus fulfilled requirements numbers 1, 2, and 3 of this contest will be declared the District's Number One Club.

C) Reporting Form:

The District Contest Chairperson will supply each Club Secretary-Elect with the District Number One Contest Form and the Bonus Point Reporting Form prior to June 20. All bonus points must be recorded and the Contest Form completed and signed by the Club Secretary, then submitted to the District Contest Chairperson after the end of the contest period by the date specified on the reporting form.

Section 18 – District Lion of the Year

The District Governor will select the Lion of the Year.