

# Lions Quest Promotional Grant Report Form



*Please follow the outline below. The Lions should retain a copy of the final reports for their records.*

District/Multiple District \_\_\_\_\_ Date of Report \_\_\_\_\_

Person completing the report (name/title) \_\_\_\_\_

1. Summary of activities completed to date. This summary should include:

- Details on Lions Quest promotional activities, including informational sessions for Lions, educators, government officials and other potential partners involved with these activities.
  
- Details on any partnerships that were established with school districts, community organizations, and government agencies.
  
- Photos of promotional activities, or other related activities.

2. What benefits or advantages have been gained as a result of this project? (ex: new or potential partners, new schools interested, new funding sources or leads, government support, other developments)

3. What next steps will be taken to capitalize on the interest in the Lions Quest program following the promotional activities?

4. Financial information on the activities for this report:

Please provide a budget showing all income and expenses for activities carried out under the Promotional grant. Income should equal expenses. Provide appropriate documentation to verify expenses, including paid receipts/contracts.

Income		Expense	
LCIF Promotional Grant	\$1,500 USD	Venue Rental	
Other Income (Please specify)		Snacks/Beverages	
		Audio/Video Equipment	
		Presenter Fee	
		Presenter Expenses	
		Printing/Shipping	
		Publicity	
		Other (Please specify)	
<b>Total Income</b>		<b>Total Expense</b>	

*\*Some categories may not be applicable to your project.*

Comments on budget:

5. Additional comments:

6. Signature and endorsement:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name

\_\_\_\_\_  
Email

\_\_\_\_\_  
Telephone



A Program of Lions Clubs International Foundation

Lions Quest  
Lions Clubs International Foundation  
300 W. 22nd Street  
Oak Brook, IL 60523 USA  
Email: lionsquest@lionsclubs.org  
Phone: 844-LNQUEST (844-567-8378)