



Common Questions About the Leo Club Program



How do you organize a Leo club?

Information about organizing a new Leo club is contained in a free Leo Club Organization Kit available from the Youth Programs Department at International Headquarters.

What costs are involved in Leo club sponsorship?

Lions club sponsors must pay a one-time Leo club organization fee of US\$100. This fee covers:

- ▶ 20 Leo new member entrance fees (Leo new member kits complete with lapel buttons and membership cards);
- ▶ a Certificate of Organization;
- ▶ a Leo club officers' kit;
- ▶ a Leo club sponsor kit.

If there are more than 20 members in the new Leo club, Lions can purchase additional new member kits for US\$5 each. A Lions club can pay these fees when applying for Leo club certification, or the association can bill the Lions club account.

To cover the administrative costs of the Leo Club Program, every Lions club sponsor is assessed an US\$90 annual Leo club levy. This levy is billed on the account of Lions club sponsors in August. The levy for newly organized Leo clubs is prorated depending upon the quarter of the year in which the club was certified.

How do Leo clubs receive their certification?

Once the prospective Leos agree to form a new club (it is suggested that new Leo clubs have at least 15 members), they elect their club officers. The president of the sponsoring Lions club then submits a completed Leo Club Organization Report (Leo-51 form) to the Youth Programs Department. Usually, the new club's official certification date is the date that this report is received at headquarters.

Are there age limits for Leos?

Yes. Leo club members must be between the ages of 12 and 28. Within this age range, Alpha clubs are for members between the ages of 12 and 17, and Omega clubs are for members between the ages of 18 and 28. Lions multiple districts, and single districts that are not part of multiple districts, may adopt age groups within the 12 to 28 age range, e.g., 16 to 23.

Must Leos be sons or daughters of Lions?

No. Leo club membership is open to any young person of good character. Eligibility is determined by the Leo club committee of the sponsoring Lions club.

Can more than one Lions club sponsor a Leo club?

Yes. With written approval of the district governor, two or more Lions clubs may jointly sponsor a single Leo club.

The Lions club sponsors will have equal representation on the Leo advisory committee. One Lions club sponsor should be designated to serve as the permanent liaison with International Headquarters concerning Leo club billings and administration.

There is no limit to the number of Leo clubs that a single Lions club can sponsor.

Can Lioness clubs sponsor Leo clubs?

No. Only Lions clubs can sponsor Leo clubs. Lioness club members can serve as co-advisors for Leo clubs.

What is the relationship between the sponsor Lions club and a Leo club?

The sponsor Lions club is responsible for guiding and counseling its Leo club. By working closely with Leos, Lions ensure that their sponsored club operates within the policies of Lions Club International. Lions supervise Leos in an open, constructive manner.

What is a Leo club advisor?

In consultation with the Leo club, a Lion is appointed to serve as an advisor for the Leo club. This individual should be someone who enjoys working with youth. The leadership provided by an advisor often affects the success of a Leo club. The advisor, along with two other appointed Lions, forms the Leo club advisory committee.

Often, school-based Leo clubs are required to have a faculty member as an advisor. If the faculty member is not a Lion, a Lion co-advisor should be selected to maintain close rapport with the Lions club.

The Leo club advisor and one or more members of the sponsoring Lions club should attend each Leo club and board of directors' meeting. In addition, three representatives from both clubs should meet monthly to review the actions of the Leo club and its board of directors. If arranging this meeting is difficult, Leos should submit a copy of their club or board meeting minutes to the Lions club for review.

Can Lions clubs pay Leo fees and levies from their activity account?

Yes. Leo clubs are an official Lions club activity. Therefore, Leo fees and levies can be paid from the Lions club's activity and/or administrative account. Likewise, either account may fund the administrative expenses of the Leo club.

Can Leo clubs pay their own fees or levies?

Indirectly. A sponsor Lions club is responsible for all fees and levies relating to its Leo club. However, some Leo clubs choose to repay their sponsor Lions clubs for these items.

Can Leos order supplies from Headquarters?

As a sponsored activity of a Lions club, a Leo club

does not have an account with the association. When purchasing items from International Headquarters, Leos can send a US dollar check or money order. Leo club purchases can be billed to the account of the Lions club sponsor if advance authorization is given.

Leos can order free materials directly from the Youth Programs Department.

What reports should Leos submit to Headquarters?

Before May 15, the Leo club secretary should submit the annual Leo Club Officers and Membership Report (Leo-72) to the Youth Programs Department. This report includes information concerning the Leo club advisor and incoming Leo club officers. The form is included in the Leo president/secretary packet. The Leo officers' packet is mailed on or about April 1 to the secretary of the sponsor Lions club. Name and/or address changes for these persons should be immediately reported to the Youth Programs Department.

Four times each year, (July 1, October 1, January 1, and April 1), Leo club secretaries should submit a Quarterly Project and Activities Report (Leo-61) to the Youth Programs Department. These report forms are included in the Leo president/secretary kit.

What awards are available for Leos?

Leadership, membership, and extension awards are available for Leos and Leo clubs. A complete list of Leo awards (Leo-204) is included in Leo new member, sponsor, and officers' kits. The list is also included in the annual Leo president/secretary mailing.

In addition, Leo awards are available for purchase through the *Official Supplies Catalog for Lions Clubs*.

Can Leo clubs be placed on "status quo?"

No. *Status quo* does not apply to Leo clubs. If a Leo club becomes inactive, the Lions club sponsor can choose to continue its sponsorship in anticipation of eventual reorganization. The Leo club retains its active status until the international office receives a written notice from the sponsor Lions club to cancel.

Can Leos serve on the Lions district cabinet?

If the Leo also happens to be a Lion, he or she may serve on the Lions district cabinet, if appointed.

What are Leo districts?

When there are six or more officially certified Leo clubs in a Lions district, the district governor can approve formation of a Leo district. The territorial boundaries of the Leo district must match those of the sponsoring Lions district. All Leo districts must follow the guidelines stated in the *Standard Leo District Constitution* approved by the international board of directors.

When there are 10 or more Leo clubs in a Lions multiple district, a Leo multiple district may be organized. Leo

membership within the multiple district must exceed 100. The council of governors must approve the formation of a Leo multiple district. The *Standard Leo Multiple District Constitution* approved by the International Board of Directors governs all multiple districts.

Do sponsoring Lions districts have authority over Leo districts?

Yes. Sponsoring Lions districts must approve of the following: scheduling of the annual Leo district conference, the actions of Leo district conferences, per capita Leo district taxes, and Leo district accounts. In addition, sponsoring Lions districts may terminate Leo districts after submitting a written notice of their withdrawal of sponsorship.

What happens to a Leo club when its Lions club sponsor is placed on status quo or is canceled?

A Leo club is not immediately affected when its sponsor Lions club is placed in *status quo*. If the sponsor Lions club is subsequently canceled, the Leo club is automatically canceled as well. Often, another Lions club will agree to assume sponsorship of a Leo club in this situation. The district governor or district Leo club chairman can be helpful in locating a new sponsor for the Leo club.

Are Leo club members and their volunteers covered under the association's comprehensive general liability insurance program?

Yes. The policy names Leo club members as insured. The policy covers injuries sustained by third parties as well as damage to property owned by third parties to a limit of US\$1 million per occurrence if the Leo club is held legally responsible. However, the policy does not apply to damage to property used by Leos, or in their care, custody, or control. The policy does not provide personal individual or accident insurance.

Can Leo clubs be incorporated?

After fulfilling certain criteria, Leo clubs can be incorporated. Clubs that are interested in incorporation should contact the Legal Division at International Headquarters.

Can the Leo emblem appear on articles sold to the public or other Lions?

No. The Leo emblem is a registered trademark of the association. Strict board policy prevents the use of association trademarks on items sold to the public.

The Fundraising Seal is available for use on fundraising items. Use of this seal requires written authorization from the Legal Division at International Headquarters before entering into a contract with a manufacturer.