

# *The Melvin Jones Fellowship*



Application Form

The Melvin Jones Fellowship provides 70 percent of Lions Clubs International Foundations' funding. Donations such as yours further LCIF's mission of helping Lions serve the world. The Foundation provides funding in the form of grants to financially assist Lions districts with large-scale humanitarian projects and assist Lions in responding to natural disasters. Through LCIF, Lions are making a greater impact in their local and world communities.



**LCIF**

LIONS CLUBS INTERNATIONAL FOUNDATION

## Completing this Melvin Jones Fellowship Application Form By Section

Recognition is sent once the donation and application are received and processed by LCIF. Please take time to type or print clearly and review the application carefully to ensure accuracy. Incomplete forms may delay processing. When planning a presentation, please allow several weeks for processing.

### SECTION 1: DONOR INFORMATION

Donors can be individuals, clubs, districts, multiple districts or other organizations. A receipt or acknowledgement of donation will be sent to whoever is making the donation. If this donation includes contributions from multiple individuals or clubs, please attach a detailed listing of donors and the amount contributed by each donor. Charitable donations are tax deductible as allowed by law.

### SECTION 2: DONATION DETAILS

Donations are payable by check/bank draft/money order, wire transfers or credit card for US\$1,000. Make checks payable to LCIF. **Important: Donation checks sent to LCIF must be in U.S. dollars, drawn upon a U.S. financial institution. Non-U.S./Canadian checks sent to LCIF will be returned to the donor.** When determining the amount of local funds required for exchange to U.S. dollars, please use the association's current monthly exchange rate shown on the club statement. Using an exchange rate other than the official association rate may cause a shortage of funds and delay processing of a recognition. Please fax, mail or e-mail a copy of the receipt or wire transfer form to LCIF so that we can match it with the advice from our bank, ensuring completion of the transaction. Include on the form the recipient's name, district, club and member number as well as the donor's name, district and club number, and the form of recognition requested (i.e., MJF, club plaque, etc.). **PLEASE DO NOT SEND CASH.** An installment program is also available. Installments can be made toward a fellowship in increments of US\$100 or greater. Donations toward the US\$1,000 needed for a fellowship must be completed within five years. Donors may also request LCIF to use previously donated funds when a recipient has not been named. Additional details on donations, including donating securities, can be found on the LCIF Web site at [www.lcif.org](http://www.lcif.org).

### SECTION 3: RECIPIENT INFORMATION

Melvin Jones Fellowships are bestowed upon an individual (one single recipient) when a donation is made either by the individual or in honor or in memory of an individual. Melvin Jones Fellowship donations are unrestricted (undesignated). Donations to restricted (designated) funds are not eligible for Melvin Jones Fellowship recognition except under special circumstances as directed by the LCIF Executive Board. In instances where a club, district or multiple district is making a donation and intends to name the recipient at a later date, it is not necessary to submit an application form. For memorial donations, please include the name and address of the individual to whom the recognition is being presented.

### SECTION 4: SHIPPING INFORMATION

Please include the name, street address, city, state, zip or postal code, country, telephone number and e-mail address, if available, to whom the materials are being shipping. **We are unable to ship recognitions to a PO Box.** In the event that this section is not completed, or there is difficulty in delivering to the ship to address, recognitions will be redirected to a club president, district governor or council chairperson. Refusals of payment of customs charged when warranted will result in abandonment of the shipment. Recognition will not be reshipped in this case unless LCIF receives written notification that any future customs charges will be paid.

### SECTION 5: SPECIAL INSTRUCTIONS

Please include any information that you feel LCIF needs in order to process the requested fellowship recognition.

More information and application forms can be downloaded from the LCIF Web site at [www.lcif.org](http://www.lcif.org).



# MELVIN JONES FELLOWSHIP APPLICATION FORM

Recognition is sent once donation and application are received and processed at headquarters.

Please type or print to ensure accuracy. Form may be duplicated.

300 W. 22nd Street • Oak Brook, Illinois, U.S.A. • Phone: 630-571-5466 Ext. 400 • Fax: 630-571-5735

www.lcif.org • E-mail: lcif@lionsclubs.org

## 1. DONOR INFORMATION

Club

Name \_\_\_\_\_ Club ID \_\_\_\_\_

District District No. \_\_\_\_\_

Multiple District Multiple District No. \_\_\_\_\_

Individual/Member

Name \_\_\_\_\_ Member ID \_\_\_\_\_

E-mail Address \_\_\_\_\_

Individual/Non-member

Name \_\_\_\_\_

Address (City, State, Province, Postal code, Country)

\_\_\_\_\_

\_\_\_\_\_

E-mail Address \_\_\_\_\_

Other

Donor Name \_\_\_\_\_

Address (City, State, Province, Postal code, Country)

\_\_\_\_\_

\_\_\_\_\_

E-mail Address \_\_\_\_\_

## 2. DONATION DETAILS

Payable By: *(Check all that apply)*

Check/bank draft/money order (drawn on a U.S. bank in U.S. dollars for US\$1000)

Bank receipt for deposit of local funds or wire transfer (refer to LCIF Web site for wire transfer information) payable to LCIF for net amount of US\$1,000

Completion of an installment for Melvin Jones Fellowship

Use MJF funds previously donated

Credit Card \_\_\_ Visa \_\_\_ Mastercard \_\_\_ American Express Card no. \_\_\_\_\_

Exp. Date: \_\_\_\_\_

Donation amount in US\$ \_\_\_\_\_

Print name of cardholder exactly as it appears on card:

X \_\_\_\_\_

Signature of cardholder:

X \_\_\_\_\_

**Check here to designate this donation to CSFII.**

## 3. RECIPIENT INFORMATION

Check here if the recipient is to be named later – if so, do not complete this section.

Name \_\_\_\_\_

*(Print clearly and exactly as name should appear on the plaque.)*

Address (Street or Apt#, City, State, Province, Country)

\_\_\_\_\_

\_\_\_\_\_

Is recipient a Lion? Yes \_\_\_ Member No. \_\_\_\_\_ No \_\_\_

Club Name \_\_\_\_\_

Club no. \_\_\_\_\_ District no. \_\_\_\_\_

Check here if this donation is for **progressive recognition** (donations of US\$1,000 beyond initial fellowship).

For memorials, include name and address of individual for plaque to be presented. This is required for recognition letter.

\_\_\_\_\_

\_\_\_\_\_

## 4. SHIPPING INSTRUCTIONS

Name \_\_\_\_\_

Member ID \_\_\_\_\_

Address (City, State, Province, Postal code, Country)

\_\_\_\_\_

\_\_\_\_\_

E-mail Address \_\_\_\_\_

Telephone # \_\_\_\_\_

## 5. SPECIAL INSTRUCTIONS

\_\_\_\_\_

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### FOR OFFICE USE ONLY

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## *What is a Melvin Jones Fellowship?*

The fellowship, which was created in 1973, is named in honor of the founder of Lions Cubs International, Melvin Jones. The fellowship was established as LCIF's highest form of recognition to acknowledge an individual's dedication to humanitarian service.

When an individual, club or district donates US\$1,000 to LCIF for a Melvin Jones Fellowship, an inscribed plaque and lapel pin are presented to the specified individual. The recipient being honored does not have to be a Lions member.



## *Progressive Melvin Jones Fellowship Program*

Many Melvin Jones Fellows further their commitment to humanitarian causes by participating in the Progressive Melvin Jones Fellowship Program. Lions clubs and districts also participate by making donations in the name of an individual who is already a Melvin Jones Fellow. For gifts of US\$1,000-US\$100,000, in addition to the initial US\$1,000 donation, fellows receive a lapel pin adorned with various gemstones according to the level of the Progressive Melvin Jones Fellowship program. For example, a Melvin Jones Fellow who donates an additional US\$1,000 will receive a one diamond yellow gold lapel pin. The levels of the Progressive program advance in US\$1,000 increments. Visit our Web site at [www.lcif.org](http://www.lcif.org) for a description of the pin levels.