



San Diego Lions Scholarship Foundation Fellow Nomination and Selection Process

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1. Purpose

The purpose of this document is to set the standards and processes for the nomination, consideration, selection, and approval of applications for the San Diego and Imperial Counties District 4L6 Scholarship Fellow Program under the direction of the San Diego Lions Scholarship Foundation (SDLSF).

2. Preamble

The SDLSF Board is honored to select outstanding members for the San Diego Fellow Scholarship Program. Without the individual and collective contributions of its members, the Lions Club would not be able to continue to perform its charter of non-political benevolence.

Selections are based on the virtue of meritorious contributions set forth within the Criteria Section. The nomination and selection as a Scholarship Fellow is a privilege and honor and is reserved for a select few. All nominees are expected to have met commonly held standards of LCI lion professional and personal ethics and moral principles. SDLSF Fellow nominees will only be posthumous lions as decided by the SDLSF Board and Special Committee.

Personal standards include the Lions Clubs International policies that SDLSF meetings and events remain apolitical for purposes of nomination, selection, and awarding of a new posthumous fellow. If a nominee has consciously disregarded any of these international rules, principles, and requirements during their term as a Lion and this information can be validated/vetted through other Lions, Lion Clubs, or other community organizations, the subject nominee shall not be considered for nomination as a Fellow of the scholarship program.

Professional standards include appropriate behavior as witnessed during past Club meetings, Lion events, and professional behavior in one's field of industry. As such, the San Diego Lions Scholarship Foundation strongly encourages those Fellow nominations to include the historically underrepresented demographics which include women, veterans, persons of color, persons with disabilities, and minority groups.

3. History

Our Foundation was created to honor the late Frank P. Rivera. He was the Charter President of the San Diego Forever Lions club and its prime organizer. He is considered the Godfather of all Fil-Am Lions Clubs in District 4-L6. The Frank P. Rivera Fellowship was created to help the Foundation raise funds for our Scholarship Program. To date,

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SDLSF awarded fifty-one (51) grants of \$500 each to those deserving students since our inception eight years ago. He will be forever honored through this foundation and will be greatly missed in our Lions family

In a tradition stretching back to the beginning of this foundation, two individuals have been recognized for their extraordinary achievements across clubs and District 4L6 and selected as Scholarship Fellows. As of July 2022, the two Fellows are Frank Rivera and Jim Ashcraft. Frank Rivera was the first (Charter) Lion member selected as a Fellow who provided the incentive to start the establishment of the San Diego Lions Scholarship Foundation. Lion Jim contributed significantly to Lionism and became the second Fellow to earn this honor. His reach went beyond San Diego County and served many people around the world; multi-country volunteer services as needed and many in a medical mission capacity.

4. Definitions

- a. Posthumous is defined as a post-mortem individual.
- b. Honorary is a Lion who is still living. The term is a purely titular position without authority.
- c. A Fellow is defined as an incorporated and continuous member for a minimum of 10 years or 36,500 continuous days, or if a member with a break in membership, must have a total of 36,500 days of membership, whose application has been submitted to the Scholarship Committee, reviewed, and approved by majority vote.
- d. "Good standing" is defined as a posthumous/current member, no felony record, no misdemeanor record, no outstanding warrants, and no outstanding litigation (except medical-related claims).

5. Criteria.

I. Posthumous Fellows.

- A. Lion who has been deceased for at least 12 months (365 calendar days) or longer may be nominated for the Posthumous Fellow Program.
- B. A Posthumous Fellow is a deceased individual who, after their death, was nominated and approved by a committee majority for the Posthumous Fellow Program.
- C. A Lion who is still living, will not, in anticipation of their death, or in haste due to impending death, be considered for the Posthumous Fellow Program, but may be considered under the Honorary Fellow Program.

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II. Honorary Fellow.

- A. A Lion who is still alive may be nominated for the Honorary Fellow Program.
- B. An Honorary Fellow is a living individual who meets the criteria for an enduring, substantial, and verifiable public service through the Lions Club, and/or other benevolent organizations such as religious organizations, public service organizations, non-profit organizations, governmental units, and to the community at large as set forth under the criteria mentioned in the “Definitions” section.
- C. If a Lion, who is being considered under the Honorary Fellow Program dies during the approval process, and if they are considered as fully qualified by Committee, the 12-month/365-day waiting period will be waived and they will be automatically approved for the Posthumous Fellow Program.
- D. A Lion who has been nominated for the Honorary Fellow Program but dies before December 31, will be considered for the Posthumous Fellow Program.
- E. A Lion who has been nominated for the Honorary Fellow Program but dies during the selection process between January and February must still meet the criteria for selection, and the Committee is prohibited from waiving and/or modifying the selection criteria.

III. Additional Posthumous Fellowship Criteria

- A. 10 years or more, Lion in good standing.
- B. Must have held at least one primary Officer position at the club level.
- C. Must have been appointed/elected at the District Level Cabinet position and completed a full Lion fiscal year in good standing.
- D. Fellow Nominees must include significant contributions in the holding and execution of leadership positions at both club and district levels – or beyond.
- E. Projects of extreme prominence and or value (i.e., saving a life or lives, restoring community, community/village level humanitarian engagement, international engagement, medical mission(s), community/village level feeding the hungry, increasing technology for a community/village, teaching skill and or increasing knowledge for education, safety, survival knowledge, and similar events or projects.
- F. Distinguished services to our global communities as well as communities on a national level.
- G. Accomplishments must be documented/certified/vetted at the LCI, MD4, District, Region, and or Club level and must be included with a Fellow nomination form/package request.

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- H. Nominees are those Lions who have contributed substantially to the profession of being a “distinguished Lion.”
- I. A prolonged history of appointment or election to fill an administrative cabinet/district position multiple times, and or in multiple positions shall increase the value and criteria for selection and appointment as a Scholarship Fellow.
- J. A Lion or Lion Club or person(s) and or submitting organization who lies on a Fellow nomination application shall immediately disqualify the candidate and render the posthumous nominee ineligible for consideration or reconsideration, without exception. The infraction will be noted by official correspondence within the Executive Committee and placed on the historical record for any future consideration and or selection.
- K. A Lion member, Lion Club, or Lion affiliated organization who has previously lied on a Fellow Nomination Application about qualifications for consideration shall never be considered for honor as a Scholarship Fellow or Honorary Fellow.
- L. A club officer, executive committee member, or any other officer or member with authority not explicitly mentioned herein who holds authority or influence within the Lions Clubs International infrastructure, and who allows the submission of an application with a lie(s), misrepresentations, or inaccuracies, shall also be permanently excluded from the SDLSF Committees, nomination, selection, and approval from and within the Scholarship Fellow Program. If this should occur, those lions, officers, or executive committee members will be removed permanently as participants within and for the SDLSF.
- M. Inaccuracies in nominations packets shall be documented by the Executive Committee within 30 days of discovery. The document shall become a part of a permanent file which shall be referenced for future selection/decision boards.

6. Procedures.

- I. **Nomination.** The following may nominate for the Posthumous or Honorary Fellow Program:
 - 1. Club officers
 - 2. Zone or Region Chairs
 - 3. District Executive officers
 - 4. Relatives of Lions who are members of the Lions Club in good standing
 - 5. Relatives of Lions who are not members of the Lions Club

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6. A participating Lion of the San Diego Lions Scholarship Foundation in good standing
7. A community organization or person of the community not related to the Lion who can substantiate “good deeds” of the nominated Lion

II. Rolling submission period.

1. Nomination packets are accepted throughout the year.
2. Nomination packets will be held by the Committee until December 31 of every year.
3. Incomplete packets will not be accepted.
4. Late packets past the deadline date will not be accepted
5. Incomplete packets that were mistakenly accepted must be returned to the applicant within 30 days of the discovery of the mistake.
6. If an incomplete application is not re-submitted by Dec 31, the packet will not be considered for the January Decision Board.
7. The Committee will not hold nomination packets for longer than one year but will be kept under lock and key.
8. Nominations that are not selected must be destroyed NLT 01 March of the selection year.
9. Nominations that do not qualify during the selection process will not be held longer than 01 March.
10. Nominations that were not selected may be resubmitted to the committee NLT 31 December.
11. Only one new Scholarship Fellow, if submitted and approved, may be established every “odd” year (i.e., 2023, 2025, etc.) as decided and approved by the Chair and appointed Special Committee.

III. Selection.

1. The Selection Committee will convene an odd number of committee members, no less than five (5) members.
2. Only one (1) Posthumous and one (1) Honorary Fellow will be selected per calendar year. However, if none of the packets meet the criteria for selection, the Committee will not be compelled to select a Posthumous or Honorary Fellow for the year to be established during the “odd year” selection timeframe.
3. The selection will occur between 01 January and the end of February and will take no longer than 58 calendar days.

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4. The announcement to select, or not select from the year's roster of nominations packets will be made NLT 30 March via official Lions Club correspondence.
5. Applications that did not qualify for either the Honorary or Posthumous Program may be considered at a future date.
6. The Committee must articulate by written document the reasons why an applicant was not selected.
7. There is no limit to the number of times a Lion may be nominated for the Posthumous or Honorary Fellow Program.

IV. Two Step Review Process

- A. The San Diego Lions Scholarship Foundation Board will conduct a two-step review process for Lions nominated to have a Scholarship named on their behalf.
- B. In the first step, responsibility for reviewing the Fellowship nomination(s) is assigned to the Special Committee as designated by the San Diego Lions Scholarship Foundation.
- C. Nominations undergo review by the appropriate five-member Steering Group (comprising the Chair, and Special Committee Members) which reviews all Fellow nominations.
- D. Each Fellowship nominee must receive the approval of a majority of the Chair and Special Committee members to be included in the slate of Fellow nominees presented to the whole of the San Diego Lions Scholarship Foundation for a final vote.
- E. The Chair and Special Committee is the governing body tasked with reviewing and officially electing the Fellow for the whole foundation to vote on. During this part of the process, nominations may be challenged by any member of the San Diego Lions Scholarship Foundation and or it membership.

V. General Timeline

All Submissions NLT – annually 31 Dec

Chair and Special Committee Review – every January

Nomination Status Announcement – each March

VI. Announcements

Final decisions are generally announced in late March. New Fellowships are honored at the next Spring event following the March announcement as appropriate and posted, when selected, during the odd year approval timeframe.

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VII. Appeals

- A. Sponsors of a rejected nomination have the option of appealing to the Chair and Special Committee of the San Diego Lions Scholarship Foundation.
- B. A challenged Fellowship nomination will be re-reviewed by the Chair and Special Committee accounting for any new or additional information received from the Fellow Sponsor nominating Club.
- C. A determination and decision will be made within 90 days of the convening Committee for reconsideration.

////////////////////////////////////NOTHING FOLLOWS////////////////////////////////////