

Chapter & SIG Grant Application

Please review all guidelines of the ACBS Chapter & Sig Grant application which can be found at https://contextualscience.org/chapter\_sig\_seed\_loans . Please answer all of the following questions, taking as much space as needed, and submit an electronic copy of the application along with any supporting documents to: [community@contextualscience.org](mailto:community@contextualscience.org) . Upon receipt of your application, you will receive an email notification of receipt of all required documents. Please allow 4-6 weeks for review\*

**Chapter or SIG Name:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Location:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Current Treasury Funds: \_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Representative Contact #1:**

**Name:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Email:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Phone:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Representative Contact #2 (optional):**

**Name:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Email:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Phone:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Amount Requested (Up to $1000):** $\_\_\_\_.\_\_

**Date 1st half of funds is needed by:** \_\_/\_\_/\_\_\_\_

**Date 2nd half of funds is needed by:** \_\_/\_\_/\_\_ (typically 2 months later)

**Check payable to**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ or

Bank transfer details:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Purpose of Loan:**

Please indicate the reason that you are requesting funds and describe in detail what you intend to use the loan money for. Note that, for detailed expenses, an itemized budget would be helpful in outlining your expense plan.

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**Benefit towards Chapter or SIG:**

Please indicate how you believe the use of the loan money, if allocated, would help benefit your Chapter or SIG:

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**Financial Concerns:**

Please indicate how you intend to re-pay the loan funds and whether you expect to adhere to the three-month timeline for repayment. In the unusual circumstance that you may be seeking funds without an intention to re-pay, please explain:

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Please indicate any additional expenses that your chapter or SIG is intending to cover with either chapter/SIG funds or personal donations. In other words, is this loan intended to be combined with other funds? What percentage of total costs will be covered by other sources (e.g. member donations, treasury funds) and what percentage of costs will be covered by the requested loan?

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What risks do you anticipate may reduce the success of your event and/or your ability to repay the loan? Please detail any obstacles or problems that may interfere with your event, and then describe how you intend to address those obstacles or plan to overcome them. This is an opportunity to demonstrate that you have thoroughly thought through all of the potential risks and rewards in conducting your event.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Other Information:**

Please indicate if there is anything else that you would like us to know about your grant request:

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I have carefully read the above terms, along with the terms described in “loan guidelines” document, agree to abide by the terms set forth in these documents, and have answered all of the relevant questions with full disclosure.

Below are the signatures of the board members of this chapter/SIG:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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\*ACBS is not liable for any outstanding financial obligation that may occur with the help of this loan, nor is it liable for the quality of the training, or for any damages that may occur as a result of the event.  The awarding of a loan through this program does not imply ACBS endorsement of any kind.