

# SCIFI, Inc. GRANT REQUEST FORM

## GRANT REQUEST RULES

1. All requests must be made using this form. Please download the form, complete it, and email one (1) copy, along with supporting documentation, to the Corresponding Secretary at [grantrequest@scifiinc.org](mailto:grantrequest@scifiinc.org). In addition, a second copy, along with supporting documentation, sent via postal mail, is required. Please send hardcopy requests to:  
  
 SCIFI, Inc.  
 Post Office Box 8442,  
 Van Nuys, CA 91409  
  
*Two copies of the request are required in order to best ensure that at least 1 copy will be received.*
2. Completed requests must be received no later than 15 days prior to the next scheduled meeting of the SCIFI Board of Directors. Please refer to the home page of this web site ([www.scifiinc.org](http://www.scifiinc.org)) for information on the next Board meeting. Completed requests received after that date will be deferred to the following meeting. Incomplete requests, regardless of the date received, will be returned.
3. Grant requests are limited in scope to:
  - a. Logistical support for science fiction, fantasy, or related genre focused conventions.
  - b. Fan funds such as TAFF or DUFF – dedicated to bringing or sending fans from one fan community to another.
  - c. Science fiction, fantasy, or fannish related conservation projects.
  - d. Science fiction and fantasy related education support.
4. Grant requests for the following reasons will not be accepted:
  - a. Convention or club start-up funds
  - b. Convention bid support
  - c. Non-genre related project support
  - d. Budgetary incompetence and/or poor planning
5. A complete budget covering the event/potential event, project, or function for which the grant funds are being requested must accompany the grant request.

<b>Name of Organization Making the Request</b>	
<b>Type of Organization</b> ( <i>for profit, not for profit, SF Club, etc. If a non-profit organization, please include the qualifying IRS paragraph &amp; number</i> )	
<b>Organization Web Site</b>	
<b>Contact person</b> ( <i>name, address, phone number, email address, and position within requesting organization</i> )	
<b>Amount of Request</b> (enter a specific amount rather than a range)	
<b>Reason for request</b>	
<b>Please explain precisely to what use the SCIFI funds will be put if granted</b>	
<b>What other organization(s) has this organization applied or intends to apply for funds for this project?</b>	