



# DUNS SCOTUS GRANT APPLICATION

Note: After completing the application, save the file and add the applicant name to the end of the file name.

<b>1. Name of Region &amp; Region Number:</b>		<b>Grant Funding Cycle:</b>
		July-Sept <input type="checkbox"/> Jan-Mar <input type="checkbox"/> Oct-Dec <input type="checkbox"/> Apr-June <input type="checkbox"/>
<b>2. Name of Applicant</b> (if other than the Region):		<b># of Members in Region:</b>
<b>3. Name of Contact Person #1:</b>	<b>Email Address:</b>	<b>Phone Number:</b>
<b>Name of Contact Person #2:</b>	<b>Email Address:</b>	<b>Phone Number:</b>
<b>4. Name &amp; Address where award check should be mailed:</b>		
<b>5. Grant Description:</b>		
<b>A. Purpose and goals of event.</b>		
<b>B. Intended audience.</b>		
<b>C. Outline of Program, presentation and/or event.</b>		

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**D. Relevant information on presenters.**

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**E. What are the anticipated results or benefits of the event?**

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**6. Detailed estimate of the cost of this event.**

**A. Costs related to the team and presenters:**

If Applicable	# Team Members	Cost Per	Amount	Notes
Travel			\$	
Lodging			\$	
Meals			\$	
Supplies			\$	
Stipends**			\$	
Other (list detail)			\$	
			\$	
			\$	
<b>TOTAL COST FOR PRESENTERS</b>			<b>\$</b>	

**B. Costs related to attendees:**

If Applicable	# Attendees	Cost Per	Amount	Notes
Travel			\$	
Lodging			\$	
Meals			\$	
Supplies			\$	
Stipends**			\$	
Other (list detail)			\$	
			\$	
			\$	
			\$	
<b>TOTAL COSTS FOR ATTENDEES</b>			<b>\$</b>	

**A + B = TOTAL COST OF EVENT**

			<b>\$</b>	
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\*\* The DSFF considers a stipend to be a monetary gift *over and above* the amount given to cover a person's expenses. Examples of a stipend would be (1) a gift of money that should always be given to a Spiritual Assistant and other persons who provide services at an event, or (2) a "speaker's fee" that a presenter might expect.

Note: Reasonable costs for travel, lodging and meals for OFS members, Spiritual Assistants and others, who fulfill a particular function at an event, should always be covered.

<b>7. Financial Information</b>			
Amount to be contributed by Attendees		\$	
Amount to be contributed by Region		\$	
Amount to be contributed by Local Fraternities		\$	
Amount requested from DSFF		\$	
Total Cost of Event (must be same as #6 above)			
<b>8. Within 90 days after the completion of the event, DSFF requires a written summary of the outcomes, including a detailed financial report.</b>			
<b>9.</b>			
<b>X</b>		<b>X</b>	
Regional Minister Signature	Date	Formation Director Signature	Date
<b>X</b>		<b>X</b>	
Applicant Signature (if applicable)	Date		Date