

## SLAS Support Request Form

SLAS is a global organization that exists to provide forums for education and information exchange to encourage study and advance laboratory science and technology for the drug discovery, agrochemical, biotechnology, chemical, clinical diagnostic, consumer product, energy, food, forensic, pharmaceutical, security and other industries.

SLAS works hard to deliver tangible educational programs and services to its members. In support of its purpose, mission, and core values SLAS is prepared to objectively review and award financial and/or in-kind support for appropriate projects and organizations.

**Please see Disclaimer, Indemnification and Exclusion Clauses at the end of this document.**

Your Organization's Name: \_\_\_\_\_

Is Your Organization:                      Non-Profit                      For-Profit  
     501 c3  
     501 c6  
     Other: \_\_\_\_\_

Name (Lead Contact Person): \_\_\_\_\_

Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_                      Email: \_\_\_\_\_

### Financial Support Request<sup>1</sup>

\$500  
 \$700  
 \$1,000

### In-Kind Support Request<sup>2</sup>

Administrative  
 Publicity/Marketing Support  
 Technology

### Explanation of Project

Using non-technical terms, identify the major objectives (added member and industry value, education, revenue generation) of the proposed project and the results expected:

| Major Project Components | Budget |
|--------------------------|--------|
|                          |        |
|                          |        |
|                          |        |
|                          |        |
|                          |        |
|                          |        |

Is this a:      One-Year Project                      Two-Year Project                      Other: \_\_\_\_\_

**How will the value of this project be assessed?**

*Example: This project will be evaluated via a member satisfaction survey at its completion. Or, the success of this project will be determined two-fold: through a member survey and whether or not it meets revenue goals.*

**What is the return on this objective (ROO) for SLAS?**

**How does this project relate to the SLAS mission and strategic plan, and how will it be of value to the overall organization and its members?**

**Please list all participating organization(s) and contact information:**

Project Launch Date: \_\_\_\_\_

Project Completion Date: \_\_\_\_\_

Request Submission Date: \_\_\_\_\_

**I have fully read and understand the SLAS Support Request Form and hereby acknowledge and agree with the parameters of this agreement:**

Printed Name: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_

This is a fillable PDF. Please submit via email or fax to:

Greg Dummer, SLAS CEO

[gdummer@slas.org](mailto:gdummer@slas.org)

F: +1.630-741-SLAS (7527)

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**For Office Use Only**

Request Approval Date: \_\_\_\_\_

Final Project Evaluation Report Due Date: \_\_\_\_\_

SLAS CEO Approval: \_\_\_\_\_

SLAS Board of Director's Approval: \_\_\_\_\_

<sup>1</sup> **Financial Support Requests:** SLAS is limited to awarding financial support pursuant to the policies and guidelines outlined herein. Awards are based on merit and correlation to the SLAS mission and exempt purpose. Awards are available in three levels: \$1,000, \$750 and \$500; special requests and exceptions may be considered, but are not an obligation of SLAS. All approved and/or declined grants will be reported to the SLAS Board of Directors on a monthly basis. Any requests over \$1,000 and/or special requests will be reviewed and approved/declined by the SLAS Board of Directors at the earliest possible convenience.

<sup>2</sup> **In-Kind Support Requests:** SLAS is limited to awarding in-kind support pursuant to the policies and guidelines outlined herein. Awards are based on merit and correlation to the SLAS mission and exempt purpose. In-kind support may take the form of promotional copy and/or advertising in existing SLAS communications

## Exclusion, Disclaimer, Liability and Indemnification Clause

The SLAS Support Request Program (“program”) is in accordance with the policies, bylaws and regulations of the Society for Laboratory Automation and Screening (SLAS). SLAS policies govern all provisions.

1. **ELIGIBILITY:** Subject to additional restrictions below, this program is open to all relevant organizations to which this initiative is available via the SLAS Web site and other SLAS communications vehicles. The following list of individuals is not eligible to participate in this program: SLAS Board of Directors, officers, contractors, employees, family members, and/or those considered to be "insiders." Applicants affiliated with anyone on the Board of Directors are permitted to participate, but the Board member must recuse him or herself from evaluating that particular application. All federal, state, and local laws and regulations apply. Void where prohibited by law.
2. **HOW TO APPLY:** Funding and/or in-kind requests are through established electronic association submission mechanisms on the SLAS Web site and comprise the appropriate program application form. SLAS reserves the right to disqualify illegitimate and/or bogus applications. Only one application is permitted annually per individual, institution and/or entity. This program is annual in accordance with the Board-approved fiscal-year budget. Funding and in-kind support is limited pursuant to the Board-approved fiscal-year budget on a first-come, first-served basis.
3. **SELECTION & NOTIFICATION:**
  - Each application will be evaluated by the Board of Directors based on the merit of the initiative and correlation to the SLAS mission – which must relate to the SLAS exempt purpose of advancing the science and education of technologies in the laboratory. Applications will be reviewed and awarded by the Board of Directors on a first-come, first-served basis in accordance with budget parameters.
  - Once an application is approved by the Board of Directors, the applicant must sign the SLAS Letter of Intent recognizing sole responsibility for the support and releasing SLAS of liability, taxes, applicant employer/institutional policies, and any other obligations.
  - In recognition of the varying employer/institutional policies governing employee acceptance of support, those employer/institutional policies will be recognized and honored by SLAS to the extent they are not inconsistent with and do not conflict with SLAS policy and/or GAAP. However, SLAS will not be responsible or liable for said policies. Applicants have the option to decline the support.
  - The funding and/or in-kind support is not to be considered an obligation of SLAS.
  - The applicant will be notified by phone, email, or mail. If any notification is returned as undeliverable, that applicant will forfeit the support.
  - Submission of the application form for program support constitutes permission to use applicant's name, support award, hometown, likeness and statement and other personally identifiable information for online posting and promotional, advertising and marketing purposes without further compensation or notice, except where prohibited by law. All taxes related to the value of the support are the responsibility of the applicant.

- Funding and in-kind support are non-assignable and nontransferable. No substitutions allowed by the applicant. The applicant is solely responsible for reporting and payment of any taxes on the support.
4. **GENERAL:** In no event shall program support be awarded more than once within a 12-month period to the same individual, institution or entity. SLAS is not responsible for late, lost, stolen, damaged, garbled, incomplete, misaddressed, or misdirected applications or communications; for errors, omissions, interruptions, deletions, defects, or delays in operations or transmission of information, in each case whether arising by way of technical or other failures or malfunctions of computer hardware, software, communications devices, or transmission lines or data corruption, theft, destruction, unauthorized access to or alteration of entry materials, loss or otherwise. SLAS disclaims any liability for damage to any computer system resulting from participation in, or accessing or downloading information in connection with this program, and reserves the right, at its sole discretion, to modify, cancel, terminate or suspend this program should any virus, bug, technical failures, unauthorized human intervention or other causes beyond the control of SLAS corrupt or affect the administration, security, fairness or proper conduct of this program. In the event of such cancellation, termination or suspension, a notice will be posted. SLAS reserves the right, at its sole discretion, to disqualify any submission if an applicant's fraud or misconduct affects the integrity of the program. In recognition of support, SLAS requires appropriate sponsor status with your initiative, event or project using the SLAS corporate logo. Official use and placement of the SLAS logo is to be pre-approved by the SLAS Executive Director.
  5. **EXPULSION: ANY ATTEMPT BY AN APPLICANT TO DELIBERATELY DAMAGE OR UNDERMINE THE LEGITIMATE OPERATION OF THIS PROGRAM WILL RESULT IN THE EXPULSION OF THE APPLICANT. SHOULD SUCH AN ATTEMPT BE MADE, SLAS RESERVES THE RIGHT TO SEEK DAMAGES FROM ANY SUCH APPLICANT TO THE FULLEST EXTENT PERMITTED BY LAW. ANY APPLICANT DEEMED ILLEGITIMATE AND/OR BOGUS BY SLAS WILL RESULT IN THE EXPULSION OF THE APPLICANT.**
  6. **LIABILITY:** You agree to defend, indemnify and hold harmless SLAS, its directors, officers, and employees from and against all claims, actions or causes of action, liabilities, and costs arising from the defense of any claim, action, cause of action or liabilities in connection with your initiative, event or project you use the SLAS program funding or in-kind support for.
  7. **INDEMNIFICATION:** Under no circumstances shall SLAS or its directors, officers, employees, or agents be liable for any direct or indirect losses or damages arising out of or in connection with this program, and/or the event, initiative, or project you are using the SLAS program funding or in-kind support for. You hereby waive any and all claims, demands, actions, or causes of action of any kind you may have directly or indirectly against SLAS or its directors, officers, employees, agents and other representatives resulting from, arising out of, or in any way related to your access to, use of, or participation in this program and/or the event, initiative, or project you are using the SLAS program funding or in-kind support for. Your participation in this program warrants that an agreement was entered into in the state of Illinois, and shall be governed by the substantive laws of the state of Illinois. You have read this disclaimer and understand all of its terms and conditions. As a condition of participation in this program you agree to the terms and conditions outlined above.

8. **NON-DISCRIMINATION STATEMENT:** Discrimination based on race, religion, gender, age, national origin, ethnicity, veterans status, or disability in regard to this program is prohibited. Each applicant shall be evaluated based on the merit of the initiative and SLAS's mission which must relate to SLAS's exempt purpose of advancing the science and education of technologies in the laboratory.