



Guidelines for SCIF Matching Grants Eligibility, Criteria and Application

The purpose of the SCIF Matching Grant Program is to help SCI Chapters support opportunities which further the mission of SCI/F through conservation, education and humanitarian services projects. The following guidelines should be used by Chapters when applying for a SCIF Matching Grant. The guidelines provide eligibility criteria and expectations for your chapter when a grant is awarded.

The grant application contained in this packet may be used for each of the categories. Please check the appropriate box on the application indicating which category applies to your grant.

There are separate matching grant guidelines for each grant category – Education, Humanitarian Services and Conservation. Please read them to assist you in completing the application form. If there are questions, please call the respective SCIF Department for assistance. The contact information follows:

SCIF Conservation Department
501 2nd St NE
Washington, D.C. 20002 USA
(202) 543-8733
FAX: (202) 543-1205

SCIF Education
4800 West Gates Pass Rd
Tucson, AZ 85745
(520) 620-1220 ext 231
FAX: (520) 618-3538

SCIF Humanitarian Services
4800 West Gates Pass Rd
Tucson, AZ 85745
(520) 620-1220 ext 480
(520) 618-3538

Conservation Matching Grant Projects

Conservation Matching Grants help SCI Chapters accomplish conservation projects that further the mission of SCI/F. At the same time, they build partnerships with state and federal agencies, organizations and other SCI Chapters. SCIF, as an organization, is proud to fund Chapter projects because they portray how hunters are seriously involved in conservation.

Conservation efforts include those projects that lead to the sustainable management of natural resources. The trend is to consider conservation not only in terms of huntable game populations, but also as the maintenance of functioning ecosystems which sustain quality habitat for all wildlife species. Since the costs associated with conservation efforts are escalating, no one organization can conserve wildlife on their own. Public and private coalitions are quickly becoming a mode by which significant conservation projects can be implemented. Such coalitions allow SCI/F to form and to participate in associations which further its mission of on-the-ground conservation.

Safari Club Chapters should strive to keep conservation-related projects mission oriented and aligned with the goals developed in SCIF strategic planning sessions. Conservation grant requests should be aligned with the following criteria:

Wildlife Management

Wildlife management refers to the active implementation of techniques or equipment to manage wildlife populations or their habitats. Examples of management projects may include:

- Population surveys, monitoring projects and species inventories **(SCIF priority)**
- Development and implementation of wildlife management plans **(SCIF priority)**
- Purchase of equipment for state agencies to conduct management prescriptions **(SCIF priority)**
- Reintroduction and translocation of species where they once occurred
- Habitat manipulation or enhancement projects

Research

Research projects should be credible programs carried out by qualified individuals with specific objectives. These objectives should enhance our abilities to sustain habitat and populations of all wildlife.

- Research of predators and their influence on prey **(SCIF research priority)**
- Behavior and ecology of a species
- Development and evaluation of wildlife management techniques, population surveys and modeling
- Wildlife disease research
- Species habitat associations, habitat quality and habitat modeling
- Studies of hunters and their interaction with wildlife and with each other (qualitative and quantitative surveys)

Enforcement

Enforcement includes activities associated with regulating wildlife use such as harvesting, access, and the enforcement of wildlife laws. Examples of enforcement projects may include:

- Supporting state agency anti-poaching efforts (purchase of animated anti-poaching decoys)
- Supporting state agency enforcement efforts (purchase of enforcement equipment)

Conservation Eligibility Criteria

1. To be eligible for a matching grant, a Chapter must be in compliance according to the SCI/F by-laws quoted in Article XVI, section 1 through 5. Grant requests from Chapters/Committees in existence for less than 12 months will be reviewed and approved at the discretion of the Matching Grants Committee only.
2. After receiving matching grant funds, each recipient Chapter must provide the Conservation Grants Subcommittee Chairman or SCIF Conservation staff a formal written report regarding the project. Submission of photographs is encouraged. **The report must contain the following information:**
 - How and when the money was spent.
 - How the matching grant/project contributed to the conservation goals of SCI/F.
 - How the matching grant/project benefited the recipient of the funds.
 - The publicity and public relations value realized by the local chapter or SCI/F.
 - The name, address and phone number of the person, company or organization that received the funds and the name, address and phone number of the representative of such recipient who is most knowledgeable regarding the contribution made by SCIF and the local chapter.
 - If possible, include any video footage or digital images and permission for SCI/F to use them as SCI/F wishes, including but not limited to the SCI/F website and SCI/F TV or video productions. Any format is acceptable.
 - **PLEASE NOTE: Failure to submit a formal written report may result in denial of any future Matching Grant applications.**
3. A Chapter or Chapter Sables Committee is limited to \$2,000 matching grants per year or current year maximum and a chapter cannot receive a matching grant in excess of 50% of the chapter's 30% payment to SCI/F. Matching Grants will not be awarded to both a Chapter and its Chapter Sables Committee for the same project.
4. There is a limit of \$10,000 in matching grants for any one project.
5. No matching grant can be given to any political party campaign, or be used for any political purpose, even if it is related to wildlife conservation such as a ballot initiative.
6. A receipt or proof of payment must be secured from the ultimate recipient/benefactor.

Conservation Application Procedure

1. Please send your application with proof of Chapter payment (e.g. , copy of cancelled check, front and back; thank you letter; bank statement by email, fax or mail to:

SCIF Conservation Department
501 2nd St NE
Washington, DC 20002 USA
Fax: (202) 543- 1205

2. Please include in your request all available information and detail to include: background regarding the application, a detailed description of the program or project to be supported, an explanation of how this expenditure of funds will assist the recipient of the funds, some information on how this expenditure of funds will support SCIF conservation goals, and any other related information available. **Be sure to specify the amount of money that will be contributed by the local chapter and the amount of money that Safari Club International Foundation is being asked to contribute.** Also, please specify to whom the SCIF grant should be sent, which is typically the SCI Chapter or the project administrator.
3. The Conservation Grants Subcommittee will review all applications arriving at the Washington DC Office quarterly. The subcommittee will ensure each chapter is in compliance with SCI/F Bylaws and that the project is within matching grant guidelines before a grant is awarded.
4. Once a funding decision has been made on a matching grant application, the Chapter will be notified by SCIF staff. Checks will be processed and sent to the address supplied by the Chapter. SCIF staff will contact a Chapter for additional information if necessary to make a funding decision, and these applications will be approved pending the necessary information identified within the Matching Grants Guidelines.

Payment

1. IF YOUR CHAPTER HAS REQUESTED A FULL MATCH (100% OF THE TOTAL CHAPTER CONTRIBUTION), SCIF WILL SEND THE CHECK DIRECTLY TO THE PROJECT ADMINISTRATOR. SCIF will provide a check that matches the Chapter's contribution. (e.g., the SCI Michigan Chapter contributes \$2,000 directly to Michigan Department of Natural Resources for a bear study and requests \$2,000 SCIF matching grant to be sent to the Michigan Department of Natural Resources.
2. IF YOUR CHAPTER HAS REQUESTED A REIMBURSEMENT (50 % OF THE TOTAL CHAPTER CONTRIBUTION), SCIF WILL SEND THE CHECK DIRECTLY TO THE CHAPTER. The Chapter can directly fund the entire amount of the grant to a respective project to receive a full credit for the contribution. SCI/F will then reimburse the Chapter, (e.g., the SCI Michigan Chapter contributes \$4,000 directly to Michigan Department of Natural Resources for a bear study and requests the maximum of \$2,000 in a SCIF matching grant as reimbursement to the Michigan Chapter).

Education Matching Grants Projects

The purpose of an Education Matching Grant is to assist SCI Chapters and SCIF Chapter Sables Committees to support opportunities that further the mission of SCI/F through education projects.

Please note that there are new grants available for CHAPTER YOUTH PROGRAMS. They are subject to different guidelines and criteria and are not addressed here. To request more information or documents to apply for a Chapter Youth Program grant, please contact Karen Crehan in our Education Department at (520) 620-1220 Ext. 231 or e-mail kcrehan@safariclub.org.

Education seeks to develop collaborative partnerships with like-minded organizations to maintain acceptable public attitudes on the value of hunting. Outreach will target adult, youth, women, college students and educators to increase public participation in hunting and outdoor recreation activities and increase positive attitudes.

Chapters and Chapter Sables Committees should strive to keep education-related projects in line with this overall goal, developed in SCI/F strategic planning sessions. Education grant requests may include such projects as:

- Support of natural resource education programs and teacher workshops (e.g. AWLS)
- Support of National Archery in the Schools Programs (NASP) and school-affiliated youth archery, wildlife or conservation clubs
- Events introducing youth to shooting sports, outdoor recreation or conservation education
- College programs such as on-campus shooting sports and hunting programs for wildlife management majors and college clubs
- Program to introduce women and men to conservation education, shooting sports and hunting
- Partnerships with like-minded organizations, such as The Salvation Army for summer camps and after school programs, other conservation organizations, sportsman's clubs, etc.
- Support of nature centers providing natural interpretation as it relates to conservation and the positive role of hunting

Education Eligibility Criteria

1. To be eligible for a matching grant, a Chapter or Chapter Sables Committee must be in compliance according to the SCI/F by-laws quoted in Article XVI, section 1 through 5. Grant requests from Chapters/Committees in existence for less than 12 months will be reviewed and approved at the discretion of the Matching Grants Committee only.
2. After receiving matching grant funds, each recipient Chapter or Chapter Sables Committee must provide the Matching Grants Committee Chairman with a formal written report and photos regarding the project. The report must contain, at least, the following information:
 - How and when the money was spent.
 - How the expenditure furthers the educational goals of Safari Club International.
 - How the expenditure benefited the recipient of the funds.
 - The publicity and public relations value realized by the local chapter or Chapter Sables Committee and Safari Club International.
 - The name, address and phone number of the person, company or organization that received the funds and the name, address and phone number of the representative of such recipient who is most knowledgeable regarding the contribution made by Safari Club and the local chapter.
 - At least one photograph, which relates to the project supported. (If possible, the photographs should be electronic, or 4" x 6" color.) Try to get an action shot that relates to the project being supported.
 - If possible, include any video footage and permission for SCI/F to use it as SCI/F wishes, including but not limited to the SCI/F website and SCI/F TV or video productions. Any format is acceptable, but DVDs are preferred.
 - In addition to the foregoing information, you must provide a written report on the project, which would be suitable for publication in either *SAFARI Magazine* or *SAFARI TIMES* newspaper.
- **PLEASE NOTE: Failure to submit a requested formal written report and/or photo(s) will result in denial of any future Matching Grant applications.**
3. A Chapter or Chapter Sables Committee is limited to \$2,000 matching grants per year or current year maximum and a chapter cannot receive a matching grant in excess of 50% of the chapter's 30%

payment to SCI/F. Matching Grants will not be awarded to both a Chapter and its Chapter Sables Committee for the same project.

4. There is a total limit of \$10,000 in matching grants for any one project.
5. No matching grant can be given to any political party or campaign.
6. A receipt or proof of payment must be secured from the ultimate recipient/benefactor.

Education Application Procedure

1. Send your request with **proof of Chapter or Chapter Sables Committee payment** (e.g., copy of cancelled check: front and back; thank you letter; bank statement) to the project to:

**SCIF Education Department
4800 West Gates Pass Road
Tucson, AZ 85745 USA
Fax: (520) 618-3538**

2. Include in your request all available information and detail to include: background regarding the application, a detailed description of the program or project to be supported, an explanation of how this expenditure of funds will assist the recipient of the funds, some information on how this expenditure of funds will support the conservation/education goals of Safari Club International (Foundation), and any other related information available. **Be sure to specify the amount of money that will be contributed by the local chapter and the amount of money that Safari Club International Foundation is being asked to contribute.**
3. The Matching Grants Committee will review later in the month all applications arriving at headquarters by the 15th of that month. The Chapter or Sables Committee will be reviewed to assure it is in compliance with SCI/F Bylaws. The Matching Grants Committee will assure the project is within guidelines.
4. All reviewed applications will be forwarded to the committee. The committee will have a conference call the end of each month to review and vote on applications. Checks will then be processed and chapters/Chapter Sables Committees will be notified of their application status. Chapters or Chapter Sables Committees not meeting all requirements will be notified as to what procedure to meet. These applications will carry over to the following month.
5. SCI/F will forward the check for the matching grant to the designated agency or the Chapter as stated below.

Note: There will be two payment methods of matching grants:

1. The chapter or Chapter Sables Committee can directly fund the entire amount of the grant to a respective project to receive full credit for the contribution. SCI/F will then reimburse the Chapter. (e.g., Iowa Chapter contributes \$4,000 directly to Iowa Public Schools for an archery program and requests \$2,000 from SCI/F as reimbursement to the chapter or Committee)
2. SCI/F will provide a direct reimbursement to the agency, matching the chapter's or Chapter Sables Committee's grant.

Humanitarian Services Matching Grants

HUMANITARIAN SERVICES develops and administers programs and projects worldwide that involve hunters or hunting in providing aid to people in need. This department also supports institutions and communities that, in turn, help people in need. Examples of such institutions are, but not limited to, The Salvation Army, Native American Indian Reservations, and local relief missions, schools for the blind, the Red Cross and other missions locally and abroad. The efforts of Humanitarian Services demonstrate that hunters care about people and hunters stand ready to make positive contributions to society. Some Humanitarian Services projects are:

- Development and staging of Sportsmen Against Hunger campaigns, SafariCare missions, hunting and shooting events for Disabled Hunters, and Sensory Safaris (including events, permanent displays and mobile units).
- Publication of Humanitarian Service-related materials such as booklets for disabled hunters and anglers about where to go to find adequate facilities, poster materials on local Sportsmen Against Hunger campaigns, etc.
- Cooperative agreements with other organizations that provide Humanitarian Services such as working to assist terminally ill children who wish to go hunting or shooting (SafariWish) or organizing Sensory Safari events on National Wildlife Refuges.

Humanitarian Services Eligibility Criteria

To be eligible for a matching grant, a Chapter must be in compliance according to the SCI/F by-laws quoted in Article XVI, section 1 through 5. Grant requests from Chapters in existence for less than 12 months will be reviewed and approved at the discretion of the Matching Grants Committee only.

After receiving Humanitarian matching grant funds, each recipient chapter must provide the Matching Grants Committee Chairman and the D.C. office, *if requested*, a formal written report and/or photos regarding the project. The report must contain, at least, the following information:

- How and when the money was spent.
- How the expenditure furthers the conservation/educational goals of Safari Club International.
- How the expenditure benefited the recipient of the funds.
- The publicity and public relations value realized by the local chapter and Safari Club International.
- The name, address and phone number of the person, company or organization that received the funds and the name, address and phone number of the representative of such recipient who is most knowledgeable regarding the contribution made by Safari Club and the local chapter.
- At least one photograph, which relates to the project supported. (If possible, the photographs should be electronic, or 4" x 6" color.) Try to get an action shot that relates to the project being supported.
- If possible, include any video footage and permission for SCI/F to use it as SCI/F wishes, including but not limited to the SCI/F website and SCI/F TV or video productions. Any format is acceptable, but DVDs are preferred.
- In addition to the foregoing information, you may provide a written report on the project, which would be suitable for publication in either *SAFARI Magazine* or *SAFARI TIMES* newspaper.

PLEASE NOTE: Failure to submit a requested formal written report and/or photo(s) will result in denial of any future Matching Grant applications.

1. A Chapter is limited to \$2,000 matching grants per year or current year maximum and a chapter cannot receive a matching grant in excess of 50% of the chapter's 30% payment to SCI/F.
2. There is a total limit of \$10,000 in matching grants for any one project.
3. No matching grant can be given to any political party or campaign.
4. A receipt or proof of payment must be secured from the ultimate recipient/benefactor.

Application Procedure – Humanitarian Services

1. Send your request with **proof of Chapter payment** (e.g., copy of cancelled check: front and back; thank you letter; bank statement) to the project to:

**Eva Wilson
4800 West Gates Pass Road
Tucson, AZ 85745 USA
Fax: (520) 618-3538**

2. Include in your request all available information and detail to include: background regarding the application, a detailed description of the program or project to be supported, an explanation of how this expenditure of funds will assist the recipient of the funds, some information on how this expenditure of funds will support the conservation/education goals of Safari Club International, and any other related information available. **Be sure to specify the amount of money that will be contributed by the local chapter and the amount of money that Safari Club International is being asked to contribute.**
3. The Matching Grants Committee will review later in the month all applications arriving at headquarters by the 15th of the month. The Chapter will be reviewed to assure it is in compliance with SCI/F Bylaws. The committee will assure the project is within guidelines.
4. All reviewed applications will be forwarded to the committee on the 16th of the month. The committee will have a conference call the end of each month to review and vote on applications. Checks will then be processed and chapters will be notified of their application status. Chapters not meeting all requirements will be notified as to what procedure to meet. These applications will carry over to the following month.
5. SCI/F will forward the check for the matching grant to the designated agency or the chapter as stated below.

Note: There will be two payment methods of matching grants:

1. The Chapter can directly fund the entire amount of the grant to a respective project to receive full credit for the contribution. SCI/F will then reimburse the chapter. (e.g., the Magnolia Chapter contributes \$4,000 directly to Mid-South Lions Sight & Hearing Program and requests \$2,000 from SCI/F as reimbursement to the chapter.
2. SCI/F will provide a direct reimbursement to the agency, matching the chapter's grant.



MATCHING GRANT APPLICATION

To be eligible for a matching grant, a chapter must be in compliance according to the SCI by-laws quoted in Article XVI, Section 1 through 5.

Chapter Name: _____
Submitted by: _____ Title: _____
Address: _____
Phone: _____ Fax: _____ Email: _____

Matching Grant Project (Include a detailed description of the program or project to be supported and an explanation of how this expenditure will assist the recipient.)

Explanation of how this project will support the Conservation/Education/Humanitarian goal of SCI/SCIF.

What kind of acknowledgement is your chapter of SCI receiving due to this project?

Amount Contributed by Chapter: \$_____.

Name of Chapter or Organization to receive SCIF matching amount: _____

Contact name: _____ Street Address: _____

City: _____ State: _____ Postal code: _____

Note: Any of the following three methods of "proof of payment" are acceptable: The front and back of your cancelled check; the front side of the check along with a copy of your bank statement showing payment; or a thank you letter from the above-mentioned program recipient showing the received amount.

Please keep in mind that SCIF Matching Grants cannot exceed the chapter's ultimate net expenditure on a project.

Chapter is eligible for 50% of Chapter's 30% contribution up to a maximum of \$2,000.00 annually.

Total Cost of Project: \$_____ Amount Requested from SCI/SCIF for this project: \$_____

Signature: _____ Date: _____

Chapter Representative

Dear Applicant: Please read the **Matching Grants Guidelines** to make sure that your project falls within one of the following categories. Please check applicable section(s).

- Conservation (including Research & Enforcement)
- Education
- Humanitarian Services

World Headquarters

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