



ACT

American College
of Toxicology

Request for ACT Support

Applications for ACT support will be reviewed periodically and should be sent to ACT Headquarters (acthq@actox.org). ACT strives to provide feedback on requests within a month of the submission deadline. ACT Committees may be asked to provide input on the merits of the proposal, benefits to members, and prior history of the proposed activity. We ask that proposals for new educational initiatives be sent to ACT eighteen months prior to proposed event date to ensure a successful initiative.

Please complete all fields (Incomplete applications will be returned for additional information).

Full name: _____

Organization/Affiliation: _____

Current position at organization: _____

Contact information (phone and email address): _____

Describe in detail the type of support being requested from ACT (including the scope of request and relevant background, date of activity, and any other relevant information. Attach an outline and detailed agenda for a proposal of a joint educational initiative). Please indicate all work that may be required from ACT staff for this initiative:



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Is financial support requested? Yes No

If yes, provide specific details as to amount requested and the intended use of requested funds:

Describe how this activity relates to ACT mission “to educate, lead, and serve professionals in toxicology and related disciplines by promoting the exchange of information and perspectives on applied toxicology and safety assessment.”:

ACT is limited in collaborating with nonprofit organizations. Please send the following information with your application:

- IRS certification letter of nonprofit status
- Most recent 990 federal tax return (or equivalent, if incorporated outside of the United States)

If ACT support is accepted for endorsement or funding,

- A Memorandum of Understanding (MOU) signed by both parties may be requested. MOU will require:
 - promotional materials list ACT, and (but may not be limited to)
 - the sponsoring organization’s website lists the ACT Annual Meeting on their upcoming meeting list.
- A detailed budget for the funding requested will be required.

If funding is received:

- The supported organization must send a post-meeting letter to ACT indicating level of program success and general use of funds.