



TANA DAVIS, CPA
LORETTA DASH, CPA

February 21, 2008

William M. Whitney
Southern California Conferences for Undergraduate Research
SFPO 139-74 Caltech
1200 E. California Blvd.
Pasadena, CA 91125

Dear William,

Enclosed for your records is a copy of the Form 1023 and attached documents sent to the IRS.

If you have any questions, please do not hesitate to contact me.

Sincerely,

A handwritten signature in cursive script that reads "Tana".

Tana Davis



TANA DAVIS, CPA
LORETTA DASH, CPA

February 21, 2008

Internal Revenue Service
201 West Rivercenter Blvd.
Attn: Extracting Stop 312
Covington, KY 41011

Re: Southern California Conferences for Undergraduate Research
FEIN: 56-2484474

Dear Sir:

Enclosed please find Form 1023 checklist, Form 2848 Power of Attorney, Application Form 1023 and attachments, Articles of incorporation, Bylaws, and other attachments for your consideration. If you need additional information, please do not hesitate to contact Loretta Dash, CPA at (818) 222-2044 ext.16.

Sincerely,

Tana Davis

Encl.

Form 1023 Checklist

(Revised June 2006)

Application for Recognition of Exemption under Section 501(c)(3) of the Internal Revenue Code

Note. Retain a copy of the completed Form 1023 in your permanent records. Refer to the General Instructions regarding Public Inspection of approved applications.

Check each box to finish your application (Form 1023). Send this completed Checklist with your filled-in application. If you have not answered all the items below, your application may be returned to you as incomplete.

- Assemble the application and materials in this order:
- Form 1023 Checklist
 - Form 2848, *Power of Attorney and Declaration of Representative* (if filing)
 - Form 8821, *Tax Information Authorization* (if filing)
 - Expedite request (if requesting)
 - Application (Form 1023 and Schedules A through H, as required)
 - Articles of organization
 - Amendments to articles of organization in chronological order
 - Bylaws or other rules of operation and amendments
 - Documentation of nondiscriminatory policy for schools, as required by Schedule B
 - Form 5768, *Election/Revocation of Election by an Eligible Section 501(c)(3) Organization To Make Expenditures To Influence Legislation* (if filing)
 - All other attachments, including explanations, financial data, and printed materials or publications. Label each page with name and EIN.
- User fee payment placed in envelope on top of checklist. DO NOT STAPLE or otherwise attach your check or money order to your application. Instead, just place it in the envelope.
- Employer Identification Number (EIN)
- Completed Parts I through XI of the application, including any requested information and any required Schedules A through H.
- You must provide specific details about your past, present, and planned activities.
 - Generalizations or failure to answer questions in the Form 1023 application will prevent us from recognizing you as tax exempt.
 - Describe your purposes and proposed activities in specific easily understood terms.
 - Financial information should correspond with proposed activities.
- Schedules. Submit only those schedules that apply to you and check either "Yes" or "No" below.
- | | | | | | |
|------------|---------|--|------------|---|--|
| Schedule A | Yes ___ | No <input checked="" type="checkbox"/> | Schedule E | Yes ___ | No <input checked="" type="checkbox"/> |
| Schedule B | Yes ___ | No <input checked="" type="checkbox"/> | Schedule F | Yes ___ | No <input checked="" type="checkbox"/> |
| Schedule C | Yes ___ | No <input checked="" type="checkbox"/> | Schedule G | Yes <input checked="" type="checkbox"/> | No ___ |
| Schedule D | Yes ___ | No <input checked="" type="checkbox"/> | Schedule H | Yes <input checked="" type="checkbox"/> | No ___ |

- An exact copy of your complete articles of organization (creating document). Absence of the proper purpose and dissolution clauses is the number one reason for delays in the issuance of determination letters.
 - Location of Purpose Clause from Part III, line 1 (Page, Article and Paragraph Number) II B (p 1 of 3)
 - Location of Dissolution Clause from Part III, line 2b or 2c (Page, Article and Paragraph Number) or by operation of state law VI (p 2 of 3)
- Signature of an officer, director, trustee, or other official who is authorized to sign the application.
 - Signature at Part XI of Form 1023.
- Your name on the application must be the same as your legal name as it appears in your articles of organization.

Send completed Form 1023, user fee payment, and all other required information, to:

Internal Revenue Service
P.O. Box 192
Covington, KY 41012-0192

If you are using express mail or a delivery service, send Form 1023, user fee payment, and attachments to:

Internal Revenue Service
201 West Rivercenter Blvd.
Attn: Extracting Stop 312
Covington, KY 41011



**Power of Attorney
and Declaration of Representative**

OMB No. 1545-0150

For IRS Use Only

Received by:

Name _____

Telephone _____

Function _____

Date / /

► **Type or print.** ► See the separate instructions.

Part I **Power of Attorney**

Caution: Form 2848 will not be honored for any purpose other than representation before the IRS.

1 Taxpayer information. Taxpayer(s) must sign and date this form on page 2, line 9.

Taxpayer name(s) and address

**SOUTHERN CALIFORNIA CONFERENCES FOR UNDERGRADUATE
RESEARCH
SFPO 139-74 CALTECH, 1200 E. CALIFORNIA BLVD.
PASADENA, CA 91125**

Social security number(s)

Daytime telephone number
(626) 395-2885

Employer identification
number

56 : 2484474

Plan number (if applicable)

hereby appoint(s) the following representative(s) as attorney(s)-in-fact:

2 Representative(s) must sign and date this form on page 2, Part II.

Name and address

**LORETTA DASH
5010 N PARKWAY CALABASAS, STE 104
CALABASAS, CA 91302**

CAF No. **9005-79752R**

Telephone No. **818-222-2044**

Fax No. **818-222-2920**

Check if new: Address Telephone No. Fax No.

Name and address

**TANA DAVIS
5010 N PARKWAY CALABASAS, STE 104
CALABASAS, CA 91302**

CAF No. **9005-21421**

Telephone No. **818-222-2044**

Fax No. **818-222-2920**

Check if new: Address Telephone No. Fax No.

Name and address

CAF No. _____

Telephone No. _____

Fax No. _____

Check if new: Address Telephone No. Fax No.

to represent the taxpayer(s) before the Internal Revenue Service for the following tax matters:

3 Tax matters

Type of Tax (Income, Employment, Excise, etc.) or Civil Penalty (see the instructions for line 3)	Tax Form Number (1040, 941, 720, etc.)	Year(s) or Period(s) (see the instructions for line 3)
INCOME TAX	990	2077
EXEMPTION APPLICATION	1023	2077

4 Specific use not recorded on Centralized Authorization File (CAF). If the power of attorney is for a specific use not recorded on CAF, check this box. See the instructions for **Line 4. Specific uses not recorded on CAF.**

5 Acts authorized. The representatives are authorized to receive and inspect confidential tax information and to perform any and all acts that I (we) can perform with respect to the tax matters described on line 3, for example, the authority to sign any agreements, consents, or other documents. The authority does not include the power to receive refund checks (see line 6 below), the power to substitute another representative, the power to sign certain returns, or the power to execute a request for disclosure of tax returns or return information to a third party. See the line 5 instructions for more information.

Exceptions. An unenrolled return preparer cannot sign any document for a taxpayer and may only represent taxpayers in limited situations. See **Unenrolled Return Preparer** on page 2 of the instructions. An enrolled actuary may only represent taxpayers to the extent provided in section 10.3(d) of Circular 230. See the line 5 instructions for restrictions on tax matters partners.

List any specific additions or deletions to the acts otherwise authorized in this power of attorney: _____

6 Receipt of refund checks. If you want to authorize a representative named on line 2 to receive, **BUT NOT TO ENDORSE OR CASH**, refund checks, initial here _____ and list the name of that representative below.

Name of representative to receive refund check(s) ► _____

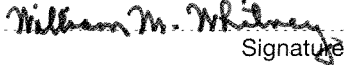
- 7 Notices and communications.** Original notices and other written communications will be sent to you and a copy to the first representative listed on line 2.
- a** If you also want the second representative listed to receive a copy of notices and communications, check this box
 - b** If you do not want any notices or communications sent to your representative(s), check this box

8 Retention/revocation of prior power(s) of attorney. The filing of this power of attorney automatically revokes all earlier power(s) of attorney on file with the Internal Revenue Service for the same tax matters and years or periods covered by this document. If you **do not** want to revoke a prior power of attorney, check here.

YOU MUST ATTACH A COPY OF ANY POWER OF ATTORNEY YOU WANT TO REMAIN IN EFFECT.

9 Signature of taxpayer(s). If a tax matter concerns a joint return, **both** husband and wife must sign if joint representation is requested, otherwise, see the instructions. If signed by a corporate officer, partner, guardian, tax matters partner, executor, receiver, administrator, or trustee on behalf of the taxpayer, I certify that I have the authority to execute this form on behalf of the taxpayer.

▶ IF NOT SIGNED AND DATED, THIS POWER OF ATTORNEY WILL BE RETURNED.



 Signature	2/4/2008 Date	TREASURER Title (if applicable)
WILLIAM M. WHITNEY Print Name	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> PIN Number	SOUTHERN CALIFORNIA CONFERENCES FOR UNDERGRADUATE RESEARCH Print name of taxpayer from line 1 if other than individual
Signature	Date	Title (if applicable)
Print Name	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> PIN Number	

Part II Declaration of Representative

Caution: Students with a special order to represent taxpayers in Qualified Low Income Taxpayer Clinics or the Student Tax Clinic Program, see the instructions for Part II.

- Under penalties of perjury, I declare that:
- I am not currently under suspension or disbarment from practice before the Internal Revenue Service;
 - I am aware of regulations contained in Treasury Department Circular No. 230 (31 CFR, Part 10), as amended, concerning the practice of attorneys, certified public accountants, enrolled agents, enrolled actuaries, and others;
 - I am authorized to represent the taxpayer(s) identified in Part I for the tax matter(s) specified there; and
 - I am one of the following:
 - a** Attorney—a member in good standing of the bar of the highest court of the jurisdiction shown below.
 - b** Certified Public Accountant—duly qualified to practice as a certified public accountant in the jurisdiction shown below.
 - c** Enrolled Agent—enrolled as an agent under the requirements of Treasury Department Circular No. 230.
 - d** Officer—a bona fide officer of the taxpayer's organization.
 - e** Full-Time Employee—a full-time employee of the taxpayer.
 - f** Family Member—a member of the taxpayer's immediate family (i.e., spouse, parent, child, brother, or sister).
 - g** Enrolled Actuary—enrolled as an actuary by the Joint Board for the Enrollment of Actuaries under 29 U.S.C. 1242 (the authority to practice before the Service is limited by section 10.3(d) of Treasury Department Circular No. 230).
 - h** Unenrolled Return Preparer—the authority to practice before the Internal Revenue Service is limited by Treasury Department Circular No. 230, section 10.7(c)(1)(viii). You must have prepared the return in question and the return must be under examination by the IRS. See **Unenrolled Return Preparer** on page 2 of the instructions.

▶ IF THIS DECLARATION OF REPRESENTATIVE IS NOT SIGNED AND DATED, THE POWER OF ATTORNEY WILL BE RETURNED. See the Part II instructions.

Designation—Insert above letter (a-h)	Jurisdiction (state) or identification	Signature	Date
b	CA		1/11/08
b	CA		1/11/08

**Application for Recognition of Exemption
Under Section 501(c)(3) of the Internal Revenue Code**

Use the instructions to complete this application and for a definition of all **bold** items. For additional help, call IRS Exempt Organizations Customer Account Services toll-free at 1-877-829-5500. Visit our website at www.irs.gov for forms and publications. If the required information and documents are not submitted with payment of the appropriate user fee, the application may be returned to you.

Attach additional sheets to this application if you need more space to answer fully. Put your name and EIN on each sheet and identify each answer by Part and line number. Complete Parts I - XI of Form 1023 and submit only those Schedules (A through H) that apply to you.

Part I Identification of Applicant

1 Full name of organization (exactly as it appears in your organizing document)		2 c/o Name (if applicable)	
Southern California Conferences for Undergraduate Research		William M. Whitney	
3 Mailing address (Number and street) (see instructions) California Institute of Technology 1200 East California Boulevard	Room/Suite SFPO 08-31	4 Employer Identification Number (EIN) 56-2484474	
City or town, state or country, and ZIP + 4 Pasadena, CA 91125		5 Month the annual accounting period ends (01 - 12)	
6 Primary contact (officer, director, trustee, or authorized representative) a Name: Loretta Dash, CPA Davis and Dash		b Phone: 818-222-2044 ext. 16	
		c Fax: (optional) 818-222-2920	
7 Are you represented by an authorized representative, such as an attorney or accountant? If "Yes," provide the authorized representative's name, and the name and address of the authorized representative's firm. Include a completed Form 2848, <i>Power of Attorney and Declaration of Representative</i> , with your application if you would like us to communicate with your representative.		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
8 Was a person who is not one of your officers, directors, trustees, employees, or an authorized representative listed in line 7, paid, or promised payment, to help plan, manage, or advise you about the structure or activities of your organization, or about your financial or tax matters? If "Yes," provide the person's name, the name and address of the person's firm, the amounts paid or promised to be paid, and describe that person's role.		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
9a Organization's website: www.sccur.org			
b Organization's email: (optional) swiftj@oxy.edu			
10 Certain organizations are not required to file an information return (Form 990 or Form 990-EZ). If you are granted tax-exemption, are you claiming to be excused from filing Form 990 or Form 990-EZ? If "Yes," explain. See the instructions for a description of organizations not required to file Form 990 or Form 990-EZ.		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
11 Date incorporated if a corporation, or formed, if other than a corporation. (MM/DD/YYYY)		04 / 19 / 2007	
12 Were you formed under the laws of a foreign country? If "Yes," state the country.		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	

Part II Organizational Structure

You must be a corporation (including a limited liability company), an unincorporated association, or a trust to be tax exempt. (See instructions.) **DO NOT file this form unless you can check "Yes" on lines 1, 2, 3, or 4.**

- 1 Are you a **corporation**? If "Yes," attach a copy of your articles of incorporation showing **certification of filing** with the appropriate state agency. Include copies of any amendments to your articles and be sure they also show state filing certification. **Yes** **No**
- 2 Are you a **limited liability company (LLC)**? If "Yes," attach a copy of your articles of organization showing certification of filing with the appropriate state agency. Also, if you adopted an operating agreement, attach a copy. Include copies of any amendments to your articles and be sure they show state filing certification. Refer to the instructions for circumstances when an LLC should not file its own exemption application. **Yes** **No**
- 3 Are you an **unincorporated association**? If "Yes," attach a copy of your articles of association, constitution, or other similar organizing document that is dated and includes at least two signatures. Include signed and dated copies of any amendments. **Yes** **No**
- 4a Are you a **trust**? If "Yes," attach a signed and dated copy of your trust agreement. Include signed and dated copies of any amendments. **Yes** **No**
- b Have you been funded? If "No," explain how you are formed without anything of value placed in trust. **Yes** **No**
- 5 Have you adopted **bylaws**? If "Yes," attach a current copy showing date of adoption. If "No," explain how your officers, directors, or trustees are selected. **Yes** **No**

Part III Required Provisions in Your Organizing Document

The following questions are designed to ensure that when you file this application, your organizing document contains the required provisions to meet the organizational test under section 501(c)(3). Unless you can check the boxes in both lines 1 and 2, your organizing document does not meet the organizational test. **DO NOT file this application until you have amended your organizing document.** Submit your original and amended organizing documents (showing state filing certification if you are a corporation or an LLC) with your application.

- 1 Section 501(c)(3) requires that your organizing document state your exempt purpose(s), such as charitable, religious, educational, and/or scientific purposes. Check the box to confirm that your organizing document meets this requirement. Describe specifically where your organizing document meets this requirement, such as a reference to a particular article or section in your organizing document. Refer to the instructions for exempt purpose language. Location of Purpose Clause (Page, Article, and Paragraph): **II B**
- 2a Section 501(c)(3) requires that upon dissolution of your organization, your remaining assets must be used exclusively for exempt purposes, such as charitable, religious, educational, and/or scientific purposes. Check the box on line 2a to confirm that your organizing document meets this requirement by express provision for the distribution of assets upon dissolution. If you rely on state law for your dissolution provision, do not check the box on line 2a and go to line 2c.
- 2b If you checked the box on line 2a, specify the location of your dissolution clause (Page, Article, and Paragraph). Do not complete line 2c if you checked box 2a. **VI**
- 2c See the instructions for information about the operation of state law in your particular state. Check this box if you rely on operation of state law for your dissolution provision and indicate the state:

Part IV Narrative Description of Your Activities

Using an attachment, describe your *past, present, and planned* activities in a narrative. If you believe that you have already provided some of this information in response to other parts of this application, you may summarize that information here and refer to the specific parts of the application for supporting details. You may also attach representative copies of newsletters, brochures, or similar documents for supporting details to this narrative. Remember that if this application is approved, it will be open for public inspection. Therefore, your narrative description of activities should be thorough and accurate. Refer to the instructions for information that must be included in your description.

Part V Compensation and Other Financial Arrangements With Your Officers, Directors, Trustees, Employees, and Independent Contractors

1a List the names, titles, and mailing addresses of all of your officers, directors, and trustees. For each person listed, state their total annual **compensation**, or proposed compensation, for all services to the organization, whether as an officer, employee, or other position. Use actual figures, if available. Enter "none" if no compensation is or will be paid. If additional space is needed, attach a separate sheet. Refer to the instructions for information on what to include as compensation.

Name	Title	Mailing address	Compensation amount (annual actual or estimated)
John N. Swift, Ph.D.	President	Occidental College 1600 Campus Rd., LA, CA 90041	None
Carolyn Ash	Secretary	Caltech, 1200 E California Blvd. Pasadena, CA 91125	None
William M. Whitney	Treasurer	JPL-Caltech, 1200 E California Pasadena, CA 91125	None
See attached for other directors			

Part V Compensation and Other Financial Arrangements With Your Officers, Directors, Trustees, Employees, and Independent Contractors (Continued)

b List the names, titles, and mailing addresses of each of your five highest compensated employees who receive or will receive compensation of more than \$50,000 per year. Use the actual figure, if available. Refer to the instructions for information on what to include as compensation. Do not include officers, directors, or trustees listed in line 1a.

Name	Title	Mailing address	Compensation amount (annual actual or estimated)
None			

c List the names, names of businesses, and mailing addresses of your five highest compensated independent contractors that receive or will receive compensation of more than \$50,000 per year. Use the actual figure, if available. Refer to the instructions for information on what to include as compensation.

Name	Title	Mailing address	Compensation amount (annual actual or estimated)
None			

The following "Yes" or "No" questions relate to *past, present, or planned* relationships, transactions, or agreements with your officers, directors, trustees, highest compensated employees, and highest compensated independent contractors listed in lines 1a, 1b, and 1c.

- 2a Are any of your officers, directors, or trustees **related** to each other through **family or business relationships**? If "Yes," identify the individuals and explain the relationship. Yes No
- b Do you have a business relationship with any of your officers, directors, or trustees other than through their position as an officer, director, or trustee? If "Yes," identify the individuals and describe the business relationship with each of your officers, directors, or trustees. See attachment Yes No
- c Are any of your officers, directors, or trustees related to your highest compensated employees or highest compensated independent contractors listed on lines 1b or 1c through family or business relationships? If "Yes," identify the individuals and explain the relationship. Yes No

3a For each of your officers, directors, trustees, highest compensated employees, and highest compensated independent contractors listed on lines 1a, 1b, or 1c, attach a list showing their name, qualifications, average hours worked, and duties.

- b Do any of your officers, directors, trustees, highest compensated employees, and highest compensated independent contractors listed on lines 1a, 1b, or 1c receive compensation from any other organizations, whether tax exempt or taxable, that are related to you through **common control**? If "Yes," identify the individuals, explain the relationship between you and the other organization, and describe the compensation arrangement. Yes No

4 In establishing the compensation for your officers, directors, trustees, highest compensated employees, and highest compensated independent contractors listed on lines 1a, 1b, and 1c, the following practices are recommended, although they are not required to obtain exemption. Answer "Yes" to all the practices you use.

- a Do you or will the individuals that approve compensation arrangements follow a conflict of interest policy? Yes No
- b Do you or will you approve compensation arrangements in advance of paying compensation? Yes No
- c Do you or will you document in writing the date and terms of approved compensation arrangements? Yes No

Part V Compensation and Other Financial Arrangements With Your Officers, Directors, Trustees, Employees, and Independent Contractors (Continued)

- d Do you or will you record in writing the decision made by each individual who decided or voted on compensation arrangements? Yes No
- e Do you or will you approve compensation arrangements based on information about compensation paid by **similarly situated** taxable or tax-exempt organizations for similar services, current compensation surveys compiled by independent firms, or actual written offers from similarly situated organizations? Refer to the instructions for Part V, lines 1a, 1b, and 1c, for information on what to include as compensation. Yes No
- f Do you or will you record in writing both the information on which you relied to base your decision and its source? Yes No
- g If you answered "No" to any item on lines 4a through 4f, describe how you set compensation that is **reasonable** for your officers, directors, trustees, highest compensated employees, and highest compensated independent contractors listed in Part V, lines 1a, 1b, and 1c.

5a Have you adopted a **conflict of interest policy** consistent with the sample conflict of interest policy in Appendix A to the instructions? If "Yes," provide a copy of the policy and explain how the policy has been adopted, such as by resolution of your governing board. If "No," answer lines 5b and 5c. Yes No

- b What procedures will you follow to assure that persons who have a conflict of interest will not have influence over you for setting their own compensation?
- c What procedures will you follow to assure that persons who have a conflict of interest will not have influence over you regarding business deals with themselves?

Note: A conflict of interest policy is recommended though it is not required to obtain exemption. Hospitals, see Schedule C, Section I, line 14.

6a Do you or will you compensate any of your officers, directors, trustees, highest compensated employees, and highest compensated independent contractors listed in lines 1a, 1b, or 1c through **non-fixed payments**, such as discretionary bonuses or revenue-based payments? If "Yes," describe all non-fixed compensation arrangements, including how the amounts are determined, who is eligible for such arrangements, whether you place a limitation on total compensation, and how you determine or will determine that you pay no more than reasonable compensation for services. Refer to the instructions for Part V, lines 1a, 1b, and 1c, for information on what to include as compensation. Yes No

b Do you or will you compensate any of your employees, other than your officers, directors, trustees, or your five highest compensated employees who receive or will receive compensation of more than \$50,000 per year, through non-fixed payments, such as discretionary bonuses or revenue-based payments? If "Yes," describe all non-fixed compensation arrangements, including how the amounts are or will be determined, who is or will be eligible for such arrangements, whether you place or will place a limitation on total compensation, and how you determine or will determine that you pay no more than reasonable compensation for services. Refer to the instructions for Part V, lines 1a, 1b, and 1c, for information on what to include as compensation. Yes No

7a Do you or will you purchase any goods, services, or assets from any of your officers, directors, trustees, highest compensated employees, or highest compensated independent contractors listed in lines 1a, 1b, or 1c? If "Yes," describe any such purchase that you made or intend to make, from whom you make or will make such purchases, how the terms are or will be negotiated at **arm's length**, and explain how you determine or will determine that you pay no more than **fair market value**. Attach copies of any written contracts or other agreements relating to such purchases. Yes No

b Do you or will you sell any goods, services, or assets to any of your officers, directors, trustees, highest compensated employees, or highest compensated independent contractors listed in lines 1a, 1b, or 1c? If "Yes," describe any such sales that you made or intend to make, to whom you make or will make such sales, how the terms are or will be negotiated at arm's length, and explain how you determine or will determine you are or will be paid at least fair market value. Attach copies of any written contracts or other agreements relating to such sales. Yes No

8a Do you or will you have any leases, contracts, loans, or other agreements with your officers, directors, trustees, highest compensated employees, or highest compensated independent contractors listed in lines 1a, 1b, or 1c? If "Yes," provide the information requested in lines 8b through 8f. Yes No

- b Describe any written or oral arrangements that you made or intend to make.
- c Identify with whom you have or will have such arrangements.
- d Explain how the terms are or will be negotiated at arm's length.
- e Explain how you determine you pay no more than fair market value or you are paid at least fair market value.
- f Attach copies of any signed leases, contracts, loans, or other agreements relating to such arrangements.

9a Do you or will you have any leases, contracts, loans, or other agreements with any organization in which any of your officers, directors, or trustees are also officers, directors, or trustees, or in which any individual officer, director, or trustee owns more than a 35% interest? If "Yes," provide the information requested in lines 9b through 9f. Yes No

Part V Compensation and Other Financial Arrangements With Your Officers, Directors, Trustees, Employees, and Independent Contractors (Continued)

- b Describe any written or oral arrangements you made or intend to make.
- c Identify with whom you have or will have such arrangements.
- d Explain how the terms are or will be negotiated at arm's length.
- e Explain how you determine or will determine you pay no more than fair market value or that you are paid at least fair market value.
- f Attach a copy of any signed leases, contracts, loans, or other agreements relating to such arrangements.

Part VI Your Members and Other Individuals and Organizations That Receive Benefits From You

The following "Yes" or "No" questions relate to goods, services, and funds you provide to individuals and organizations as part of your activities. Your answers should pertain to *past, present, and planned* activities. (See instructions.)

- 1a In carrying out your exempt purposes, do you provide goods, services, or funds to individuals? If "Yes," describe each program that provides goods, services, or funds to individuals. Yes No
- b In carrying out your exempt purposes, do you provide goods, services, or funds to organizations? If "Yes," describe each program that provides goods, services, or funds to organizations. Yes No
- 2 Do any of your programs limit the provision of goods, services, or funds to a specific individual or group of specific individuals? For example, answer "Yes," if goods, services, or funds are provided only for a particular individual, your members, individuals who work for a particular employer, or graduates of a particular school. If "Yes," explain the limitation and how recipients are selected for each program. Yes No
- 3 Do any individuals who receive goods, services, or funds through your programs have a family or business relationship with any officer, director, trustee, or with any of your highest compensated employees or highest compensated independent contractors listed in Part V, lines 1a, 1b, and 1c? If "Yes," explain how these related individuals are eligible for goods, services, or funds. Yes No

Part VII Your History

The following "Yes" or "No" questions relate to your history. (See instructions.)

- 1 Are you a **successor** to another organization? Answer "Yes," if you have taken or will take over the activities of another organization; you took over 25% or more of the fair market value of the net assets of another organization; or you were established upon the conversion of an organization from for-profit to non-profit status. If "Yes," complete Schedule G. Yes No
- 2 Are you submitting this application more than 27 months after the end of the month in which you were legally formed? If "Yes," complete Schedule E. Yes No

Part VIII Your Specific Activities

The following "Yes" or "No" questions relate to specific activities that you may conduct. Check the appropriate box. Your answers should pertain to *past, present, and planned* activities. (See instructions.)

- 1 Do you support or oppose candidates in **political campaigns** in any way? If "Yes," explain. Yes No
- 2a Do you attempt to **influence legislation**? If "Yes," explain how you attempt to influence legislation and complete line 2b. If "No," go to line 3a. Yes No
- b Have you made or are you making an **election** to have your legislative activities measured by expenditures by filing Form 5768? If "Yes," attach a copy of the Form 5768 that was already filed or attach a completed Form 5768 that you are filing with this application. If "No," describe whether your attempts to influence legislation are a substantial part of your activities. Include the time and money spent on your attempts to influence legislation as compared to your total activities. Yes No
- 3a Do you or will you operate bingo or **gaming** activities? If "Yes," describe who conducts them, and list all revenue received or expected to be received and expenses paid or expected to be paid in operating these activities. **Revenue and expenses** should be provided for the time periods specified in Part IX, Financial Data. Yes No
- b Do you or will you enter into contracts or other agreements with individuals or organizations to conduct bingo or gaming for you? If "Yes," describe any written or oral arrangements that you made or intend to make, identify with whom you have or will have such arrangements, explain how the terms are or will be negotiated at arm's length, and explain how you determine or will determine you pay no more than fair market value or you will be paid at least fair market value. Attach copies or any written contracts or other agreements relating to such arrangements. Yes No
- c List the states and local jurisdictions, including Indian Reservations, in which you conduct or will conduct gaming or bingo.

Part VIII Your Specific Activities (Continued)

- 4a** Do you or will you undertake **fundraising**? If "Yes," check all the fundraising programs you do or will conduct. (See instructions.) **Yes** **No**
- mail solicitations
 - email solicitations
 - personal solicitations
 - vehicle, boat, plane, or similar donations
 - foundation grant solicitations
 - phone solicitations
 - accept donations on your website
 - receive donations from another organization's website
 - government grant solicitations
 - Other

Attach a description of each fundraising program.

- b** Do you or will you have written or oral contracts with any individuals or organizations to raise funds for you? If "Yes," describe these activities. Include all revenue and expenses from these activities and state who conducts them. Revenue and expenses should be provided for the time periods specified in Part IX, Financial Data. Also, attach a copy of any contracts or agreements. **Yes** **No**
- c** Do you or will you engage in fundraising activities for other organizations? If "Yes," describe these arrangements. Include a description of the organizations for which you raise funds and attach copies of all contracts or agreements. **Yes** **No**
- d** List all states and local jurisdictions in which you conduct fundraising. For each state or local jurisdiction listed, specify whether you fundraise for your own organization, you fundraise for another organization, or another organization fundraises for you.
- e** Do you or will you maintain separate accounts for any contributor under which the contributor has the right to advise on the use or distribution of funds? Answer "Yes" if the donor may provide advice on the types of investments, distributions from the types of investments, or the distribution from the donor's contribution account. If "Yes," describe this program, including the type of advice that may be provided and submit copies of any written materials provided to donors. **Yes** **No**

5 Are you **affiliated** with a governmental unit? If "Yes," explain. **Yes** **No**

6a Do you or will you engage in **economic development**? If "Yes," describe your program. **Yes** **No**

b Describe in full who benefits from your economic development activities and how the activities promote exempt purposes.

7a Do or will persons other than your employees or volunteers **develop** your facilities? If "Yes," describe each facility, the role of the developer, and any business or family relationship(s) between the developer and your officers, directors, or trustees. **Yes** **No**

b Do or will persons other than your employees or volunteers **manage** your activities or facilities? If "Yes," describe each activity and facility, the role of the manager, and any business or family relationship(s) between the manager and your officers, directors, or trustees. **Yes** **No**

c If there is a business or family relationship between any manager or developer and your officers, directors, or trustees, identify the individuals, explain the relationship, describe how contracts are negotiated at arm's length so that you pay no more than fair market value, and submit a copy of any contracts or other agreements.

8 Do you or will you enter into **joint ventures**, including partnerships or **limited liability companies** treated as partnerships, in which you share profits and losses with partners other than section 501(c)(3) organizations? If "Yes," describe the activities of these joint ventures in which you participate. **Yes** **No**

9a Are you applying for exemption as a childcare organization under section 501(k)? If "Yes," answer lines 9b through 9d. If "No," go to line 10. **Yes** **No**

b Do you provide child care so that parents or caretakers of children you care for can be **gainfully employed** (see instructions)? If "No," explain how you qualify as a childcare organization described in section 501(k). **Yes** **No**

c Of the children for whom you provide child care, are 85% or more of them cared for by you to enable their parents or caretakers to be gainfully employed (see instructions)? If "No," explain how you qualify as a childcare organization described in section 501(k). **Yes** **No**

d Are your services available to the general public? If "No," describe the specific group of people for whom your activities are available. Also, see the instructions and explain how you qualify as a childcare organization described in section 501(k). **Yes** **No**

10 Do you or will you publish, own, or have rights in music, literature, tapes, artworks, choreography, scientific discoveries, or other **intellectual property**? If "Yes," explain. Describe who owns or will own any copyrights, patents, or trademarks, whether fees are or will be charged, how the fees are determined, and how any items are or will be produced, distributed, and marketed. **Yes** **No**

Part VIII Your Specific Activities (Continued)

- 11** Do you or will you accept contributions of: real property; conservation easements; closely held securities; intellectual property such as patents, trademarks, and copyrights; works of music or art; licenses; royalties; automobiles, boats, planes, or other vehicles; or collectibles of any type? If "Yes," describe each type of contribution, any conditions imposed by the donor on the contribution, and any agreements with the donor regarding the contribution. Yes No
-
- 12a** Do you or will you operate in a **foreign country or countries**? If "Yes," answer lines 12b through 12d. If "No," go to line 13a. Yes No
- b** Name the foreign countries and regions within the countries in which you operate.
- c** Describe your operations in each country and region in which you operate.
- d** Describe how your operations in each country and region further your exempt purposes.
-
- 13a** Do you or will you make grants, loans, or other distributions to organization(s)? If "Yes," answer lines 13b through 13g. If "No," go to line 14a. Yes No
- b** Describe how your grants, loans, or other distributions to organizations further your exempt purposes.
- c** Do you have written contracts with each of these organizations? If "Yes," attach a copy of each contract. Yes No
- d** Identify each recipient organization and any **relationship** between you and the recipient organization.
- e** Describe the records you keep with respect to the grants, loans, or other distributions you make.
- f** Describe your selection process, including whether you do any of the following:
- (i)** Do you require an application form? If "Yes," attach a copy of the form. Yes No
- (ii)** Do you require a grant proposal? If "Yes," describe whether the grant proposal specifies your responsibilities and those of the grantee, obligates the grantee to use the grant funds only for the purposes for which the grant was made, provides for periodic written reports concerning the use of grant funds, requires a final written report and an accounting of how grant funds were used, and acknowledges your authority to withhold and/or recover grant funds in case such funds are, or appear to be, misused. Yes No
- g** Describe your procedures for oversight of distributions that assure you the resources are used to further your exempt purposes, including whether you require periodic and final reports on the use of resources.
-
- 14a** Do you or will you make grants, loans, or other distributions to foreign organizations? If "Yes," answer lines 14b through 14f. If "No," go to line 15. Yes No
- b** Provide the name of each foreign organization, the country and regions within a country in which each foreign organization operates, and describe any relationship you have with each foreign organization.
- c** Does any foreign organization listed in line 14b accept contributions earmarked for a specific country or specific organization? If "Yes," list all earmarked organizations or countries. Yes No
- d** Do your contributors know that you have ultimate authority to use contributions made to you at your discretion for purposes consistent with your exempt purposes? If "Yes," describe how you relay this information to contributors. Yes No
- e** Do you or will you make pre-grant inquiries about the recipient organization? If "Yes," describe these inquiries, including whether you inquire about the recipient's financial status, its tax-exempt status under the Internal Revenue Code, its ability to accomplish the purpose for which the resources are provided, and other relevant information. Yes No
- f** Do you or will you use any additional procedures to ensure that your distributions to foreign organizations are used in furtherance of your exempt purposes? If "Yes," describe these procedures, including site visits by your employees or compliance checks by impartial experts, to verify that grant funds are being used appropriately. Yes No

Part VIII Your Specific Activities (Continued)

- 15 Do you have a **close connection** with any organizations? If "Yes," explain. Yes No
- 16 Are you applying for exemption as a **cooperative hospital service organization** under section 501(e)? If "Yes," explain. Yes No
- 17 Are you applying for exemption as a **cooperative service organization of operating educational organizations** under section 501(f)? If "Yes," explain. Yes No
- 18 Are you applying for exemption as a **charitable risk pool** under section 501(n)? If "Yes," explain. Yes No
- 19 Do you or will you operate a **school**? If "Yes," complete Schedule B. Answer "Yes," whether you operate a school as your main function or as a secondary activity. Yes No
- 20 Is your main function to provide **hospital or medical care**? If "Yes," complete Schedule C. Yes No
- 21 Do you or will you provide **low-income housing** or housing for the **elderly or handicapped**? If "Yes," complete Schedule F. Yes No
- 22 Do you or will you provide scholarships, fellowships, educational loans, or other educational grants to individuals, including grants for travel, study, or other similar purposes? If "Yes," complete Schedule H. Yes No

Note: Private foundations may use Schedule H to request advance approval of individual grant procedures.

Part IX Financial Data

For purposes of this schedule, years in existence refer to completed tax years. If in existence 4 or more years, complete the schedule for the most recent 4 tax years. If in existence more than 1 year but less than 4 years, complete the statements for each year in existence and provide projections of your likely revenues and expenses based on a reasonable and good faith estimate of your future finances for a total of 3 years of financial information. If in existence less than 1 year, provide projections of your likely revenues and expenses for the current year and the 2 following years, based on a reasonable and good faith estimate of your future finances for a total of 3 years of financial information. (See instructions.)

A. Statement of Revenues and Expenses

Type of revenue or expense	Current tax year	3 prior tax years or 2 succeeding tax years			(e) Provide Total for (a) through (d)
	(a) From 4/9/07 To 12/31/07	(b) From 1/1/08 To 12/31/08	(c) From 1/1/09 To 12/31/09	(d) From 1/1/10 To 12/31/10	
Revenues					
1 Gifts, grants, and contributions received (do not include unusual grants)	9,572	9,000	11,000	14,000	43,572
2 Membership fees received					
3 Gross investment income					
4 Net unrelated business income					
5 Taxes levied for your benefit					
6 Value of services or facilities furnished by a governmental unit without charge (not including the value of services generally furnished to the public without charge)					
7 Any revenue not otherwise listed above or in lines 9-12 below (attach an itemized list)					
8 Total of lines 1 through 7	9,572	9,000	11,000	14,000	43,572
9 Gross receipts from admissions, merchandise sold or services performed, or furnishing of facilities in any activity that is related to your exempt purposes (attach itemized list)					
10 Total of lines 8 and 9	9,572	9,000	11,000	14,000	43,572
11 Net gain or loss on sale of capital assets (attach schedule and see instructions)					
12 Unusual grants					
13 Total Revenue Add lines 10 through 12	9,572	9,000	11,000	14,000	43,572
Expenses					
14 Fundraising expenses					
15 Contributions, gifts, grants, and similar amounts paid out (attach an itemized list)		2,000	5,000	7,000	14,000
16 Disbursements to or for the benefit of members (attach an itemized list)					
17 Compensation of officers, directors, and trustees					
18 Other salaries and wages					
19 Interest expense					
20 Occupancy (rent, utilities, etc.)					
21 Depreciation and depletion					
22 Professional fees		600	450	450	1,500
23 Any expense not otherwise classified, such as program services (attach itemized list)	102	4,086	4,736	4,736	13,660
24 Total Expenses Add lines 14 through 23	102	6,686	10,186	12,186	29,160

Part IX Financial Data (Continued)

B. Balance Sheet (for your most recently completed tax year)

Year End: **12/31/07**

Assets		(Whole dollars)
1	Cash	9,730
2	Accounts receivable, net	
3	Inventories	
4	Bonds and notes receivable (attach an itemized list)	
5	Corporate stocks (attach an itemized list)	
6	Loans receivable (attach an itemized list)	
7	Other investments (attach an itemized list)	
8	Depreciable and depletable assets (attach an itemized list)	
9	Land	
10	Other assets (attach an itemized list)	
11	Total Assets (add lines 1 through 10)	9,730
Liabilities		
12	Accounts payable	260
13	Contributions, gifts, grants, etc. payable	
14	Mortgages and notes payable (attach an itemized list)	
15	Other liabilities (attach an itemized list)	
16	Total Liabilities (add lines 12 through 15)	260
Fund Balances or Net Assets		
17	Total fund balances or net assets	9,470
18	Total Liabilities and Fund Balances or Net Assets (add lines 16 and 17)	9,730
19	Have there been any substantial changes in your assets or liabilities since the end of the period shown above? If "Yes," explain.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Part X Public Charity Status

Part X is designed to classify you as an organization that is either a **private foundation** or a **public charity**. Public charity status is a more favorable tax status than private foundation status. If you are a private foundation, Part X is designed to further determine whether you are a **private operating foundation**. (See instructions.)

- 1a Are you a private foundation? If "Yes," go to line 1b. If "No," go to line 5 and proceed as instructed. If you are unsure, see the instructions. Yes No
- b As a private foundation, section 508(e) requires special provisions in your organizing document in addition to those that apply to all organizations described in section 501(c)(3). Check the box to confirm that your organizing document meets this requirement, whether by express provision or by reliance on operation of state law. Attach a statement that describes specifically where your organizing document meets this requirement, such as a reference to a particular article or section in your organizing document or by operation of state law. See the instructions, including Appendix B, for information about the special provisions that need to be contained in your organizing document. Go to line 2.
- 2 Are you a private operating foundation? To be a private operating foundation you must engage directly in the active conduct of charitable, religious, educational, and similar activities, as opposed to indirectly carrying out these activities by providing grants to individuals or other organizations. If "Yes," go to line 3. If "No," go to the signature section of Part XI. Yes No
- 3 Have you existed for one or more years? If "Yes," attach financial information showing that you are a private operating foundation; go to the signature section of Part XI. If "No," continue to line 4. Yes No
- 4 Have you attached either (1) an affidavit or opinion of counsel, (including a written affidavit or opinion from a certified public accountant or accounting firm with expertise regarding this tax law matter), that sets forth facts concerning your operations and support to demonstrate that you are likely to satisfy the requirements to be classified as a private operating foundation; or (2) a statement describing your proposed operations as a private operating foundation? Yes No
- 5 If you answered "No" to line 1a, indicate the type of public charity status you are requesting by checking one of the choices below. You may check only one box.
- The organization is not a private foundation because it is:
- a 509(a)(1) and 170(b)(1)(A)(i)—a church or a convention or association of churches. Complete and attach Schedule A.
 - b 509(a)(1) and 170(b)(1)(A)(ii)—a **school**. Complete and attach Schedule B.
 - c 509(a)(1) and 170(b)(1)(A)(iii)—a **hospital**, a cooperative hospital service organization, or a medical research organization operated in conjunction with a hospital. Complete and attach Schedule C.
 - d 509(a)(3)—an organization supporting either one or more organizations described in line 5a through c, f, g, or h or a publicly supported section 501(c)(4), (5), or (6) organization. Complete and attach Schedule D.

Part X Public Charity Status (Continued)

- e 509(a)(4)—an organization organized and operated exclusively for testing for public safety.
- f 509(a)(1) and 170(b)(1)(A)(iv)—an organization operated for the benefit of a college or university that is owned or operated by a governmental unit.
- g 509(a)(1) and 170(b)(1)(A)(vi)—an organization that receives a substantial part of its financial support in the form of contributions from publicly supported organizations, from a governmental unit, or from the general public.
- h 509(a)(2)—an organization that normally receives not more than one-third of its financial support from gross investment income and receives more than one-third of its financial support from contributions, membership fees, and gross receipts from activities related to its exempt functions (subject to certain exceptions).
- i A publicly supported organization, but unsure if it is described in 5g or 5h. The organization would like the IRS to decide the correct status.

6 If you checked box g, h, or i in question 5 above, you must request either an advance or a definitive ruling by selecting one of the boxes below. Refer to the instructions to determine which type of ruling you are eligible to receive.

- a Request for Advance Ruling: By checking this box and signing the consent, pursuant to section 6501(c)(4) of the Code you request an advance ruling and agree to extend the statute of limitations on the assessment of excise tax under section 4940 of the Code. The tax will apply only if you do not establish public support status at the end of the 5-year advance ruling period. The assessment period will be extended for the 5 advance ruling years to 8 years, 4 months, and 15 days beyond the end of the first year. You have the right to refuse or limit the extension to a mutually agreed-upon period of time or issue(s). Publication 1035, Extending the Tax Assessment Period, provides a more detailed explanation of your rights and the consequences of the choices you make. You may obtain Publication 1035 free of charge from the IRS web site at www.irs.gov or by calling toll-free 1-800-829-3676. Signing this consent will not deprive you of any appeal rights to which you would otherwise be entitled. If you decide not to extend the statute of limitations, you are not eligible for an advance ruling.

Consent Fixing Period of Limitations Upon Assessment of Tax Under Section 4940 of the Internal Revenue Code

For Organization

William M. Whitney (Signature of Officer, Director, Trustee, or other authorized official)

William M. Whitney (Type or print name of signer)

2/12/2008 (Date)

Treasurer (Type or print title or authority of signer)

For IRS Use Only

IRS Director, Exempt Organizations

(Date)

b Request for Definitive Ruling: Check this box if you have completed one tax year of at least 8 full months and you are requesting a definitive ruling. To confirm your public support status, answer line 6b(i) if you checked box g in line 5 above. Answer line 6b(ii) if you checked box h in line 5 above. If you checked box i in line 5 above, answer both lines 6b(i) and (ii).

(i) (a) Enter 2% of line 8, column (e) on Part IX-A. Statement of Revenues and Expenses.

(b) Attach a list showing the name and amount contributed by each person, company, or organization whose gifts totaled more than the 2% amount. If the answer is "None," check this box.

(ii) (a) For each year amounts are included on lines 1, 2, and 9 of Part IX-A. Statement of Revenues and Expenses, attach a list showing the name of and amount received from each disqualified person. If the answer is "None," check this box.

(b) For each year amounts are included on line 9 of Part IX-A. Statement of Revenues and Expenses, attach a list showing the name of and amount received from each payer, other than a disqualified person, whose payments were more than the larger of (1) 1% of line 10, Part IX-A. Statement of Revenues and Expenses, or (2) \$5,000. If the answer is "None," check this box.

7 Did you receive any unusual grants during any of the years shown on Part IX-A. Statement of Revenues and Expenses? If "Yes," attach a list including the name of the contributor, the date and amount of the grant, a brief description of the grant, and explain why it is unusual. Yes No


Part XI User Fee Information

You must include a user fee payment with this application. It will not be processed without your paid user fee. If your average annual gross receipts have exceeded or will exceed \$10,000 annually over a 4-year period, you must submit payment of \$750. If your gross receipts have not exceeded or will not exceed \$10,000 annually over a 4-year period, the required user fee payment is \$300. See instructions for Part XI, for a definition of gross receipts over a 4-year period. Your check or money order must be made payable to the United States Treasury. User fees are subject to change. Check our website at www.irs.gov and type "User Fee" in the keyword box, or call Customer Account Services at 1-877-829-5500 for current information.

- 1 Have your annual gross receipts averaged or are they expected to average not more than \$10,000? Yes No
 If "Yes," check the box on line 2 and enclose a user fee payment of \$300 (Subject to change—see above).
 If "No," check the box on line 3 and enclose a user fee payment of \$750 (Subject to change—see above).
- 2 Check the box if you have enclosed the reduced user fee payment of \$300 (Subject to change).
- 3 Check the box if you have enclosed the user fee payment of \$750 (Subject to change).

I declare under the penalties of perjury that I am authorized to sign this application on behalf of the above organization and that I have examined this application, including the accompanying schedules and attachments, and to the best of my knowledge it is true, correct, and complete.

Please Sign Here


(Signature of Officer, Director, Trustee, or other authorized official)

William M. Whitney
(Type or print name of signer)

Treasurer
(Type or print title or authority of signer)

2/12/2008
(Date)

Reminder: Send the completed Form 1023 Checklist with your filled-in-application.

Schedule G. Successors to Other Organizations

1a Are you a successor to a for-profit organization? If "Yes," explain the relationship with the predecessor organization that resulted in your creation and complete line 1b. Yes No

b Explain why you took over the activities or assets of a for-profit organization or converted from for-profit to nonprofit status.

2a Are you a successor to an organization other than a for-profit organization? Answer "Yes" if you have taken or will take over the activities of another organization; or you have taken or will take over 25% or more of the fair market value of the net assets of another organization. If "Yes," explain the relationship with the other organization that resulted in your creation. Yes No

b Provide the tax status of the predecessor organization.

c Did you or did an organization to which you are a successor previously apply for tax exemption under section 501(c)(3) or any other section of the Code? If "Yes," explain how the application was resolved. Yes No

d Was your prior tax exemption or the tax exemption of an organization to which you are a successor revoked or suspended? If "Yes," explain. Include a description of the corrections you made to re-establish tax exemption. Yes No

e Explain why you took over the activities or assets of another organization.

3 Provide the name, last address, and EIN of the predecessor organization and describe its activities.

Name: Southern California Conferences for Undergraduate Res EIN: -

Address: c/o California Institute of Technology, 1200 E California Blvd, SFPO 08-31 Pasadena, CA 91125

4 List the owners, partners, principal stockholders, officers, and governing board members of the predecessor organization. Attach a separate sheet if additional space is needed.

Name	Address	Share/Interest (If a for-profit)
John N. Swift	Occidental College, 1600 Campus Rd Los Angeles, CA 90041	
Carolyn Ash	Caltech, 1200 E California Blvd. Pasadena, CA 91125	
William M. Whitney	JPL-Caltech, 1200 E California Blvd. Pasadena, Ca 91125	

5 Do or will any of the persons listed in line 4, maintain a working relationship with you? If "Yes," describe the relationship in detail and include copies of any agreements with any of these persons or with any for-profit organizations in which these persons own more than a 35% interest. Yes No

6a Were any assets transferred, whether by gift or sale, from the predecessor organization to you? If "Yes," provide a list of assets, indicate the value of each asset, explain how the value was determined, and attach an appraisal, if available. For each asset listed, also explain if the transfer was by gift, sale, or combination thereof. Yes No

b Were any restrictions placed on the use or sale of the assets? If "Yes," explain the restrictions. Yes No

c Provide a copy of the agreement(s) of sale or transfer.

7 Were any debts or liabilities transferred from the predecessor for-profit organization to you? If "Yes," provide a list of the debts or liabilities that were transferred to you, indicating the amount of each, how the amount was determined, and the name of the person to whom the debt or liability is owed. Yes No

8 Will you lease or rent any property or equipment previously owned or used by the predecessor for-profit organization, or from persons listed in line 4, or from for-profit organizations in which these persons own more than a 35% interest? If "Yes," submit a copy of the lease or rental agreement(s). Indicate how the lease or rental value of the property or equipment was determined. Yes No

9 Will you lease or rent property or equipment to persons listed in line 4, or to for-profit organizations in which these persons own more than a 35% interest? If "Yes," attach a list of the property or equipment, provide a copy of the lease or rental agreement(s), and indicate how the lease or rental value of the property or equipment was determined. Yes No

Schedule H. Organizations Providing Scholarships, Fellowships, Educational Loans, or Other Educational Grants to Individuals and Private Foundations Requesting Advance Approval of Individual Grant Procedures

Section I *Names of individual recipients are not required to be listed in Schedule H.*

Public charities and private foundations complete lines 1a through 7 of this section. See the instructions to Part X if you are not sure whether you are a public charity or a private foundation.

- 1a Describe the types of educational grants you provide to individuals, such as scholarships, fellowships, loans, etc.
 - b Describe the purpose and amount of your scholarships, fellowships, and other educational grants and loans that you award.
 - c If you award educational loans, explain the terms of the loans (interest rate, length, forgiveness, etc.).
 - d Specify how your program is publicized.
 - e Provide copies of any solicitation or announcement materials.
 - f Provide a sample copy of the application used.
- 2 Do you maintain case histories showing recipients of your scholarships, fellowships, educational loans, or other educational grants, including names, addresses, purposes of awards, amount of each grant, manner of selection, and relationship (if any) to officers, trustees, or donors of funds to you? If "No," refer to the instructions. Yes No
- 3 Describe the specific criteria you use to determine who is eligible for your program. (For example, eligibility selection criteria could consist of graduating high school students from a particular high school who will attend college, writers of scholarly works about American history, etc.)
- 4a Describe the specific criteria you use to select recipients. (For example, specific selection criteria could consist of prior academic performance, financial need, etc.)
- b Describe how you determine the number of grants that will be made annually.
 - c Describe how you determine the amount of each of your grants.
 - d Describe any requirement or condition that you impose on recipients to obtain, maintain, or qualify for renewal of a grant. (For example, specific requirements or conditions could consist of attendance at a four-year college, maintaining a certain grade point average, teaching in public school after graduation from college, etc.)
- 5 Describe your procedures for supervising the scholarships, fellowships, educational loans, or other educational grants. Describe whether you obtain reports and grade transcripts from recipients, or you pay grants directly to a school under an arrangement whereby the school will apply the grant funds only for enrolled students who are in good standing. Also, describe your procedures for taking action if the terms of the award are violated.
- 6 Who is on the selection committee for the awards made under your program, including names of current committee members, criteria for committee membership, and the method of replacing committee members?
- 7 Are relatives of members of the selection committee, or of your officers, directors, or **substantial contributors** eligible for awards made under your program? If "Yes," what measures are taken to ensure unbiased selections? Yes No

Note. If you are a private foundation, you are not permitted to provide educational grants to **disqualified persons**. Disqualified persons include your substantial contributors and foundation managers and certain family members of disqualified persons.

Section II **Private foundations complete lines 1a through 4f of this section. Public charities do not complete this section.**

- 1a If we determine that you are a private foundation, do you want this application to be considered as a request for advance approval of grant making procedures? Yes No N/A
- b For which section(s) do you wish to be considered?
- 4945(g)(1)—Scholarship or fellowship grant to an individual for study at an educational institution
 - 4945(g)(3)—Other grants, including loans, to an individual for travel, study, or other similar purposes, to enhance a particular skill of the grantee or to produce a specific product
- 2 Do you represent that you will (1) arrange to receive and review grantee reports annually and upon completion of the purpose for which the grant was awarded, (2) investigate diversions of funds from their intended purposes, and (3) take all reasonable and appropriate steps to recover diverted funds, ensure other grant funds held by a grantee are used for their intended purposes, and withhold further payments to grantees until you obtain grantees' assurances that future diversions will not occur and that grantees will take extraordinary precautions to prevent future diversions from occurring? Yes No
- 3 Do you represent that you will maintain all records relating to individual grants, including information obtained to evaluate grantees, identify whether a grantee is a disqualified person, establish the amount and purpose of each grant, and establish that you undertook the supervision and investigation of grants described in line 2? Yes No

Schedule H. Organizations Providing Scholarships, Fellowships, Educational Loans, or Other Educational Grants to Individuals and Private Foundations Requesting Advance Approval of Individual Grant Procedures (Continued)

Section II Private foundations complete lines 1a through 4f of this section. Public charities do not complete this section. (Continued)

- 4a Do you or will you award scholarships, fellowships, and educational loans to attend an educational institution based on the status of an individual being an *employee of a particular employer*? If "Yes," complete lines 4b through 4f. Yes No
- b Will you comply with the seven conditions and either the percentage tests or facts and circumstances test for scholarships, fellowships, and educational loans to attend an educational institution as set forth in Revenue Procedures 76-47, 1976-2 C.B. 670, and 80-39, 1980-2 C.B. 772, which apply to inducement, selection committee, eligibility requirements, objective basis of selection, employment, course of study, and other objectives? (See lines 4c, 4d, and 4e, regarding the percentage tests.) Yes No
- c Do you or will you provide scholarships, fellowships, or educational loans to attend an educational institution to employees of a particular employer? Yes No N/A
 If "Yes," will you award grants to 10% or fewer of the eligible applicants who were actually considered by the selection committee in selecting recipients of grants in that year as provided by Revenue Procedures 76-47 and 80-39? Yes No
- d Do you provide scholarships, fellowships, or educational loans to attend an educational institution to children of employees of a particular employer? Yes No N/A
 If "Yes," will you award grants to 25% or fewer of the eligible applicants who were actually considered by the selection committee in selecting recipients of grants in that year as provided by Revenue Procedures 76-47 and 80-39? If "No," go to line 4e. Yes No
- e If you provide scholarships, fellowships, or educational loans to attend an educational institution to children of employees of a particular employer, will you award grants to 10% or fewer of the number of employees' children who can be shown to be eligible for grants (whether or not they submitted an application) in that year, as provided by Revenue Procedures 76-47 and 80-39? Yes No N/A

If "Yes," describe how you will determine who can be shown to be eligible for grants without submitting an application, such as by obtaining written statements or other information about the expectations of employees' children to attend an educational institution. If "No," go to line 4f.

Note. Statistical or sampling techniques are not acceptable. See Revenue Procedure 85-51, 1985-2 C.B. 717, for additional information.

- f If you provide scholarships, fellowships, or educational loans to attend an educational institution to *children of employees of a particular employer* without regard to either the 25% limitation described in line 4d, or the 10% limitation described in line 4e, will you award grants based on facts and circumstances that demonstrate that the grants will not be considered compensation for past, present, or future services or otherwise provide a significant benefit to the particular employer? If "Yes," describe the facts and circumstances that you believe will demonstrate that the grants are neither compensatory nor a significant benefit to the particular employer. In your explanation, describe why you cannot satisfy either the 25% test described in line 4d or the 10% test described in line 4e. Yes No

Part IV **Narrative Description of Your Activities**

As outlined in the organization's bylaws and incorporation document, Southern California Conferences for Undergraduate Research ("SCCUR") was organized to promote undergraduate research, scholarship, and creative activities done in partnership with faculty and other mentors as essential components of undergraduate education.

Annual Conference

The cornerstone program of SCCUR is an annual conference, a day-long meeting held in November, the Saturday before Thanksgiving week, on a college or university campus in Southern California. Past conferences have drawn 500-800 participants from more than sixty academic institutions (universities, colleges, community colleges, and some high schools) situated in the region, in the U. S. at large, and even in some foreign countries. The conference provides a forum for the presentation and discussion of the best research, scholarship, and creative work of undergraduates and thus encourages excellence in undergraduate achievement.

The conference is hosted by an institution selected by SCCUR's Board of Directors and announced on SCCUR's website. SCCUR provides the host with planning expertise and guidance and with consistent guidelines for all aspects of the conference. Information made available from past conferences includes address lists for recent participants and their faculty mentors. (Please note the Online Research Conference Tool Kit and other programs described below). Hosts are encouraged to showcase their own unique institutional qualities.

Hosts accept financial liability and responsibility for their conferences. SCCUR assists the hosts in preparing balanced budgets. Revenues are received from contributions to the host institution and from registration fees. After a sufficient period of time has passed to close the books on conference receipts and expenses, the host may make a contribution to SCCUR for their assistance with the conference.

At the annual conference, students present the results of their research, scholarship and creative work to audiences of other students, faculty and members of the community. The sessions are designed to replicate those at academic professional-society meetings, but with two important differences: 1) the SCCUR conferences are deliberately interdisciplinary, extending invitations to students in the sciences, humanities, social sciences, arts and performing arts; and 2) they are inclusive rather than exclusive, using

Part IV Continued
The Annual Conference Cont'd

every opportunity to encourage and educate student participants rather than to weed out unsophisticated work.

The annual conference offers to undergraduate students a venue for the presentation of the results of their research, scholarship, or creative activities in a professional setting. This opportunity encourages and supports inquiry-based or research-based learning, a pedagogical approach that many educators agree is exceptionally effective. The conference also provides a meeting place for faculty interested in this form of learning, offering them a resource and a support network that may not be available elsewhere.

Students present their work either in a 15-minute formal panel presentation chaired by faculty members, or in poster form, or in an exhibition or performance. As mentioned above, the sessions are designed to replicate those of professional or scholarly meetings. For most participants, SCCUR is their first conference experience, and many of them are encouraged to present their work later at national professional meetings.

Students gain admission to the conference by submitting brief abstracts or (for musicians and artists) samples of their work to the conference organizers. This material is reviewed by faculty from appropriate disciplines at participating institutions and accepted, rejected or returned for revision or resubmission. Deadlines for abstract submission are in the early fall.

The benefits of the SCCUR conferences extend beyond the student presenters, their peers, and their faculty mentors. By outreaching to high schools and community colleges, SCCUR aims to move more students into the college pipeline; this approach is very effective for those students under-represented in higher education. Friends and family of the presenters are also often in attendance, so they are made aware of what these young people can accomplish while joining in the recognition and celebration of their achievements.

Online Research Conference Toolkit

Preparing a website to facilitate administrative tasks is the single most challenging and expensive component of hosting a conference. SCCUR will develop and maintain a single conference toolkit which can be made available to future hosts. Drawing on the expertise of volunteers and members of the Board of Directors who have served as hosts, SCCUR will create 1) online features that allow for electronic submission of abstracts

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Part IV Continued
Online Research Conference Toolkit Cont'd

and for prompt electronic feedback from reviewers; and 2) a conference registration process keyed to the abstract review process. The existence of this toolkit should encourage institutions with limited financial and technological resources to consider hosting the conference.

Please see our current website at www.sccur.org.

Newsletter

SCCUR seeks to create an extended community of the large group of educators and students in the region who are active participants in undergraduate research. To that end, a newsletter will be produced to recognize and highlight exemplary practices in undergraduate research, scholarship, and creative activity and mentoring in Southern California, to provide a forum for the discussion of these practices, and to disseminate practical information for faculty interested in adopting such methodology at their schools. Initially the newsletter will be issued periodically on the SCCUR website but may in time be mailed to students who have presented work at the conferences and to their mentors. The newsletter will also inform recipients of upcoming undergraduate research-related events, programs, and related opportunities.

Since it will be available on the internet, the newsletter should reach many people in the general public who are interested in student achievement, including some who may want to support it financially.

Network for First-Generation College Students

SCCUR believes that undergraduate research, scholarship, and creative work done in a one-on-one relationship with an experienced mentor offer particular benefits for non-traditional students, particularly first-generation college students and students under-represented in the college and university population. Many of these students face obstacles that make it difficult for them to undertake a normal program of college education, and to engage in research and related activities during the normal institutional summer research programs. SCCUR will attempt to identify and connect with such students, and to create a network of active engagement and support and thus to increase their chances for success in higher education. One approach to be taken is to invite

Part IV Continued

Network for First-Generation College Students Cont'd

students and their families to a seminar held at lunchtime during the annual conference, at which friends and supporters of SCCUR will discuss the value of research and creative work in college education and the benefits such activities deliver to future careers. In connection with this initiative, SCCUR is especially interested in community college students, a high proportion of whom are first-generation and also members of under-represented populations.

Consulting Programs and Workshops

One of SCCUR's goals is to spread undergraduate research practices throughout Southern California. Undergraduate research should be accessible to all students, in all types of academic institutions. We believe that undergraduate research is good pedagogy for the academic disciplines, and improves higher education while accelerating student recognition of the rigors and rewards of professional intellectual work.

SCCUR will provide information and advice to educational institutions in the form of on-campus workshops and visits by Board members and others who have specific expertise in undergraduate research. Topics will include establishing viable undergraduate research programs, undergraduate research in the humanities, integrating time for mentoring with other demands on academic professionals, sources of funding for research, organizing on-campus research symposia, etc. SCCUR will hold sessions at its annual conference directed specifically to college faculty and administrators.

Workshops will be provided for students in Southern California on writing successful research abstracts and papers, creating effective posters, and planning and delivering good presentations.

Grants and Scholarships

SCCUR will make small grants as "seed money" to academic institutions whose educators seek to initiate undergraduate research programs or to support pedagogy involving undergraduate research or creative activity.

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Part IV Continued

Scholarships may be given to assist undergraduate student research and creative projects at academic institutions without internal funds to support them. Funds may be awarded for research related materials, travel to research sites, or for underwriting the expense associated with public presentation of the research. Undergraduate researchers at schools with limited resources may also receive subsidized registration costs for the SCCUR annual conference. All such awards would be made on a competitive basis.

Part V

Compensation and Other Financial Arrangements with Your Officers, Directors, Trustees, Employees, and Independent Contractors

Line 1(a)

No officer or member of the Board of Directors receives compensation.

Directors 2007-2008, in addition to those serving as officers listed on Page 2 of Form 1023:

Richard F. Alvidrez
Community College Initiatives
Jet Propulsion Laboratory
Office of Education
Mail Stop 180-109
4800 Oak Grove Drive
Pasadena, CA 91109

Elizabeth L. Ambos, PhD
Asst Vice Chancellor for Research Initiatives and Partnerships
California State University, Long Beach
401 Golden Shore
Long Beach, CA 90840

Scott Annin, PhD
Associate Professor of Mathematics
California State University
Fullerton, CA 92831

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Part V Cont'd

Line 1 (a) Cont'd

Faye Berriman, Accountant
4280 N. Cedarpine Lane
Moorpark, CA 93021-2853

Stephen D. Davis, PhD
Distinguished Professor of Biology
Natural Science Division
Pepperdine University
Malibu, CA 90263-4321

Phoebe K. Dea, PhD
Associate Dean of College
Fletcher Jones Professor of Chemistry
Occidental College
1600 Campus Road
L A, CA 90041

Kevin J. Doody
Senior Director of Development
Claremont Graduate University
165 East Tenth Street
Claremont, CA 91711

Gaithri A. Fernando, PhD
Director, Center for the Study of Traumatic Stress
Assistant Professor, Dept. of Psychology
California State University, Los Angeles
5151 State University Dr
L A, CA 90032

Michael M. Krieger, PhD, JD
Lecturer, UCLA Computer Science
Willenken Wilson Loh & Lieb LLP
10920 Wilshire Blvd, #150-9168
L A, CA 90024

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Part V Cont'd

Said M. Shokair
Director, Undergraduate Research Opportunities
Student Services II, Suite 2300
University of California, Irvine
Irvine, CA 92697-5685

Cheryl C. Swift, PhD
James Irvine Professor of Biology
Whittier College
Whittier, CA 90608

William A. Taylor, PhD
Professor of Physics
California State University, Los Angeles
5151 State University Drive
L A, CA 90041

Line 2(a)
Business Relationship

SCCUR, the unincorporated association preceding SCCUR, Inc. was founded by volunteers from a small number of Southern California institutions active in undergraduate research. Many of these people continued as members of the core group as the organization evolved, and their names appear as founding members in the incorporation document. Consequently, there are institutions currently represented by more than one person on the Board of Directors, although they have different roles and affiliations at their institutions. As a corporation, SCCUR is now governed by bylaws that limit the terms of its directors, and in bringing on new directors seeks to achieve broad diversity and representation by colleges and universities and other entities in the Southern California region. Consequently, as SCCUR matures, having more than one member from a given institution on the Board of Directors will be increasingly uncommon.

Part V Cont'd

Board members on the Board of another exempt organization

When SCCUR was initially founded, the National Conferences on Undergraduate Research (NCUR), a North Carolina non-profit corporation, served as a model. Because NCUR and SCCUR have similar interests and purposes, members of the SCCUR Board of Directors may also be on NCUR's Board of Governors before, after, or while serving on the Board of SCCUR. Currently one member of SCCUR's Board of Directors is also on NCUR's Board of Governors. Because of their common interests, NCUR and SCCUR consider themselves to be "affiliates", but there are no legal or financial connections between the two organizations.

Other relationships

Some members of the Board of Directors work at the academic institutions where the annual conferences have been or will be held. Such representation is considered essential to the success of the conferences. By sitting on the Board with host representatives of previous conferences, the representative learns from them how to bring about a successful event. Funds permitting, in the future SCCUR may choose to provide start-up funds to the host after a competitive selection. Following a successful conference, the host may elect to make a contribution to SCCUR.

In the future, some academic institutions may receive seed money on a competitive basis for starting or strengthening undergraduate research programs in their organization. These schools may or may not be represented on the Board of Directors at the time these grants are made. If there is such representation, SCCUR conflict of interest policies would govern the solicitation and selection of recipients.

John N. Swift, President and Cheryl C. Swift, Director are married. There are no other relationships between any other members of the Board of Directors.

Line 3 (a)

List qualifications, average hours worked, duties of officer, directors, trustees, highest compensated employees, and highest compensated independent contractors previously listed on lines 1 (a), (b), (c)

Each officer averages about 5 hours per week for operations. During the incorporation process, additional time was spent in organizing the corporation, writing the bylaws and preparing the application request for exemption. There is no compensation paid to the

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Part V Cont'd

Line 3 (a) Cont'd

Board of Directors. There are no employees and no independent contractors, therefore there are no employees or independent contractors earning \$50,000 or more.

Qualifications:

Qualifications of the Directors can be viewed at SCCUR.org. The qualifications of the officers of the Board of Directors follow:

John N. Swift, PhD, President
Professor of English and Comparative Literary Studies
Occidental College

Mr. Swift teaches modern British and American literature at Occidental College, where he has mentored the work of many undergraduate literary researchers. His scholarly interests lie mainly in the relations between literature and "modern" theory (1890-1940) in various other disciplines: biology, psychology, law. He is a past Associate Dean of the Faculty at Occidental, and has a particular interest in ethnic/cultural diversity and its implications for college curricula and pedagogies. He has been involved with SCCUR since the early 1990s and co-directed SCCUR conferences at Occidental College in 1996 and 2006; he served from 1997-2003 on the Board of the National Conferences on Undergraduate Research (NCUR).

Carolyn Ash, Secretary
Quondam Director, Student-Faculty Programs
California Institute of Technology

Ms Ash has been associated with Caltech's Summer Undergraduate Research Fellowships ("SURF") program since its inception in 1979, serving as director of Student-Faculty Programs from 1989 to 2007. Close to 450 students from Caltech and from colleges and universities worldwide participate each summer in SURF and its allied programs (MURF; Axline SURF program for incoming freshmen; and NASA programs, Undergraduate Student Research Program [USRP]; Space Grant; and Planetary Geology and Geophysics Undergraduate Research Program). She was a co-founder of SCCUR in 1993 and chaired the 1993, 1994, and 2002 SCCUR conferences. She served on the Board of Governors for NCUR (1989-92, 2001-2007), and hosted NCUR at Caltech in 1991.

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Part V Cont'd

Line 3 (a) Cont'd

William M. Whitney, PhD, Treasurer
Deputy Section Manager, University Affairs Officer, Education Office
Jet Propulsion Laboratory, California Institute of Technology

Mr. Whitney is Deputy Manager of the Education Office of the Jet Propulsion Laboratory, supervisor of Higher Education, and University Affairs Officer at JPL for the NASA Office of Education. He has overall responsibility at JPL for NASA-wide and local programs that bring undergraduate, graduate students, and faculty to JPL to conduct research projects for varying periods of time with JPL science and engineering staff members. He was actively engaged in the establishment and growth of Caltech's SURF program at JPL, and has been one of the founding members of SCCUR and of SCCUR Inc. He is a former president and treasurer of the Board of Governors of the National Conferences on Undergraduate Research,

Part VI

Your members and other individuals and Organizations That Receive Benefits from You

Line 1 (a)

In carrying out exempt purpose, goods, services or funds provided to individuals

Scholarships may be given to assist undergraduate student research and creative projects at institutions without internal funds to support them in Southern California. Funds may be awarded competitively for research-related materials, travel to research sites, or for underwriting the expense associated with public presentation of the research.

Undergraduate researchers of limited resources may apply for and receive subsidized registration costs for the SCCUR Annual Conference, awarded on a competitive basis.

Line 1 (b)

In carrying out exempt purpose, goods, services or funds provided to organizations

In academic institutions in Southern California where educators seek to initiate undergraduate research programs or to support pedagogy involving undergraduate research or creative activity, SCCUR may make small grants as "seed money" to support campus workshops, visiting speakers or consultants, or education for faculty and

Line 1 (b) Cont'd

In carrying out exempt purpose, goods, services or funds provided to organizations

administrators. These grants will assist institutions without funds available for undergraduate research programs.

Part VII
Your History

In 1993 SCCUR began as an unincorporated association in California. Southern California faculty, administrators and interested members of the community who shared the common goal of improving education for college and university undergraduate students through hands-on experiences of research, scholarship and creative activity came together to organize their first interdisciplinary conference. Since then, the annual conference has been held at 11 academic institutions in Southern California. Two academic institutions have hosted it twice, and one academic institution on three separate occasions. During these years, SCCUR did not receive or spend any funds. All activities were carried out by volunteers working together and with the host academic institutions.

In 2003, motivated by their desire to expand their activities beyond the conferences, for example, to fund scholarships and additional programs, the SCCUR Board decided to become an exempt corporation. This process led to incorporation in California in April 2007, and to filing for tax exemption in the first quarter of 2008. Contributions from one of the former host institutions and from the Board members covered the costs of these applications. The assets of SCCUR, the unincorporated association, consisting solely of a bank account, passed directly to SCCUR, Inc.

VIII
Your Specific Activities

Line 4 (a)

Describe each fundraising program

SCCUR plans to solicit funds for its programs from foundations, from local businesses or corporations with local outlets or offices, and from individuals. Grant proposals may be directed to Federal agencies. Members of the general public who attend the conferences will be given information about SCCUR and invited to make contributions. Solicitations will be by personal visits or by mail to specific people, organizations, or groups; there will not be solicitations by mail to a wide distribution and there will be no telephone or e-

Part VIII Cont'd

Line 4 (a) Cont'd

mail solicitations without prior personal contact by visits or by mailings. The Directors will continue to make unrestricted personal contributions to support the operation of the organization. Successful conference hosts whose events achieved an excess of receipts over expenses will be encouraged to make donations to SCCUR. The SCCUR website may give instructions on how people may contribute to SCCUR, but may not accept gifts on the website. SCCUR will not solicit or accept gifts other than money or volunteer efforts. Acceptance of grants and any restrictions will be approved by the Board of Directors.

Line 4 (d)

States where SCCUR will solicit

SCCUR will solicit organizations in California. Before accepting contributions from outside of California, the Directors will research the laws of that State and comply with that State's requirements.

Line 13

Grants, loans and distributions to organizations

Line 13 (b)

Describe how will further your exempt purpose

In line with its stated exempt purposes, SCCUR will make small grants as "seed money" to academic institutions in Southern California whose educators seek to initiate or strengthen undergraduate research programs or to support pedagogy involving undergraduate research, scholarship, or creative activity. Such grants will target institutions without funds available for undergraduate research programs, and may support campus workshops, visiting speakers or consultants, or giving guidance and practical advice to faculty and administrators. SCCUR will provide other services of help to faculty and administrators such as workshops during conferences, the newsletter, and general networking information. All these activities will be aimed to increase the number of students whose education will benefit from their hands-on engagement with research, scholarly, and creative projects, and to increase the number of institutions who offer such opportunities.

Part VIII Cont'd

Line 13 (c)

Written Contracts

SCCUR does not anticipate writing contracts with the academic institutions to which it has made grant awards.

Line 13 (d)

Identify each recipient organization

SCCUR has not made any grants to academic institutions to date, and does not anticipate doing so until sufficient funds have been received to support other initiatives. Two important criteria for such awards would be the lack of an existing student research program at an institution combined with enthusiastic support by administration and faculty for undertaking one. If a SCCUR Director should be employed by or in other ways have a relationship with an institution applying for an award, SCCUR's conflict-of-interest policy would govern the review of proposals or applications and the selection of award recipients.

Line 13 (e)

Records to be maintained for grants

SCCUR anticipates maintaining permanent records of the procedures followed in soliciting grant applications, reviewing applications and proposals, and selecting award recipients. Discussion of the steps in these procedures and of award decisions will be included in the minutes of the meetings of the Board of Directors. Evaluations of the use of funds by an awardee and of actions by the Board in relation to these evaluations will also be noted in the minutes. Financial records for the expenditure of the funds will be included in SCCUR's financial reports following generally-accepted accounting principles.

Line 13 (f)

Grant selection process

(i) SCCUR will require an application be filed by institutions applying for a grant award. It is unlikely that the award process will be initiated before 2011; consequently no award application exists at this time.

Part VIII Cont'd

Line 13f, Cont'd

(ii) SCCUR will require proposals along with grant applications. The proposals will specify the responsibilities of SCCUR as well as those of the grantee; will obligate the grantee to use the funds only for the purposes for which the award was made; will require periodic written reports concerning the use of the grant funds; require a final written report and an accounting of how the grant funds were used; and will acknowledge the authority of SCCUR to withhold and/or recover grants funds in case such funds are, or appear to be, misused.

Line 13 (g)

Oversight of grants

SCCUR will maintain oversight of the grants by following the stipulations of **Part VIII** Line 13f (ii) above and assessing the reports received to ensure that SCCUR's exempt purposes are being or have been met. SCCUR will also be able to measure the success of these grants from the participation of the awardee institution's students in future annual conferences.

Line 15

Close connections

SCCUR has no close connections. The National Conferences on Undergraduate Research (NCUR), Inc. is similar in exempt purposes. SCCUR was formed to produce an annual conference and to provide support services to academic institutions in Southern California only whereas NCUR is a national organization. For more on this matter, see **Part V Board members on the Board of another exempt organization** above.

Some members of the Board of Directors are employed by the academic institutions at which annual conference have been or will be held. No funds flow from SCCUR to these employees at the host institutions, and no funds flow from these institutions that would benefit the Director or Directors on the Board from those institutions. If one of these institutions makes a contribution to SCCUR, the benefit is to SCCUR and not to any individual Board member. Similarly, it could happen in the future that an institution having one of its faculty or staff members seated on the SCCUR Board of Directors could apply for an institutional grant to start or strengthen an undergraduate research program. In that event, as mentioned above, the SCCUR conflict-of-interest policy would govern the review of proposals and the selection of awardees.

Part IX
Financial Data

Line 15

Contributions, gifts, grants and similar amounts paid out

	<u>2007</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>
Student research grants		2,000	5,000	7,000

Line 23

Any expenses not otherwise classified, such as program services

	<u>2007</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>
Web resource development		500	500	500
Toolkit development		500	1,000	1,000
Mentor Workshops		250	500	500
Publicity & Communication		2,000	2,000	2,000
Incorporation fees	66	200		
Banking fees	36	36	36	36
Insurance		500	500	500
Travel		100	200	200
Total	102	4,086	4,736	4,736

Schedule G

Line 2 (a)

Relationship between predecessor and successor

The predecessor organization, Southern California Conferences *on* Undergraduate Research (SCCUR), was formed in 1993 on the initiative of Carolyn Ash of Caltech to plan a local conference, modeled on the annual conference of the National Conferences on Undergraduate Research (NCUR), for the benefit of students and faculty in the local region. The founding group consisted of people enthusiastic about the educational values of undergraduate research and willing and able to convince their institutions to host conferences. This informal alliance attracted people from other institutions with similar interests, and by this means the conferences became an established yearly opportunity for local students. In 2003, the group began to anticipate becoming a more formally established entity so that activities could be expanded beyond the annual conference. In October of 2005, by-laws and an organizing document were adopted, officers were elected, and the Southern California Conferences *for* Undergraduate Research acquired an Employee Identification Number, opened a bank account to deposit a contribution from a former host institution, and began to take the steps leading to tax-exempt status as a non-profit public-benefit corporation. Corporate status was achieved in April 2007. At this point, SCCUR became SCCUR, Inc. and took over all functions and assets of the preceding unincorporated association. The successor took over the predecessor.

Line 2 (b)

Tax Status of Predecessor

Until October 2005, the predecessor was an unincorporated association with no financial activity and therefore no need to seek tax-exempt status. After October 2005, SCCUR functioned as a non-profit entity seeking corporate and tax-exempt status and with gross income less than \$5000 in 2005 and 2006.

Line 2 (e)

Reason for Take Over

The transition from an unincorporated association with no financial activity to a non-profit corporation enabled the successor organization to assume the name, the address, the assets, the governance, the volunteers, and the practices, traditions, and local recognition and good will of the predecessor organization without disruption.

Schedule G Cont'd

Line 5

Continuity with Board of Directors

The same Directors, including officers, were retained from the predecessor organization to assure continuity and to utilize their experience in expanding the programs. Volunteers were also retained.

Line 6

Assets transferred

After drafting and approval of the organizing document and bylaws in October 2005, contributions were received in 2005, 2006, and 2007 in anticipation of the incorporation. These funds were transferred to the successor. The articles of incorporation and bylaws were voted on by the Board in 2005 but the acceptance by the Secretary of State did not occur until 2007. The amount of \$6,892 was transferred in unrestricted cash funds to the successor corporation as of 4/19/2007. There was no written agreement for the transfer.

Additional Background Information regarding both organizations

The decision of SCCUR to incorporate as a public benefit corporation was necessary to qualify the organization as tax-exempt under IRC Section 501(c) (3) in California. SCCUR does not anticipate receiving any excess contributions. The majority of contributors would be other tax-exempt organizations or governments or the general public, individuals and local businesses with an interest in students. SCCUR will continue to receive contributions and volunteer hours from its Board of Directors. SCCUR should qualify as a 509(a)(1) and 170 (b)(1)(A)(vi) organization that receives a substantial part of its financial support in the form of contributions from publicly supported organizations, from a governmental unit, or from the general public.

Schedule H

Section I

Line 1 (a)

Scholarships will be given to assist undergraduate student research, scholarly activities, and creative projects at academic institutions without internal funds to support them. Funds will be awarded for research-related materials, travel to research sites, or underwriting the expenses associated with public presentation of the research.

Schedule H Cont'd

Section I

Line 1 (a)

Undergraduate researchers with limited resources may apply for subsidized registration costs for the SCCUR Annual Conference.

Line 1 (b)

The purpose of the scholarships will be to increase the number of undergraduate students able to pursue undergraduate research and creative projects and the number of institutions supporting such activities. SCCUR believes that the ability of undergraduate students to pursue inquiry-based investigation is an essential component of an enriched education. SCCUR has a particular interest in first-generation undergraduates, who may encounter more difficulties in participating in summer research projects. By outreaching to high schools and community colleges, SCCUR may help move more students into the college pipeline.

Line 1 (c)

Educational loans are not offered.

Line 1 (d)

When sufficient funds are available for awards, SCCUR anticipates advertising in publications aimed at reaching those faculty and students attending academic institutions with limited or no funds to support undergraduate research. The annual conference and the website will also be used to publicize these scholarships.

Line 1 (e)

These materials are not available currently.

Schedule H Cont'd
Section I

Line 3
Criteria for Eligibility

To be eligible the students must attend academic institutions in Southern California with limited funds or with no funds to support undergraduate research. Faculty at their academic institutions must be available to support the students in their projects.

Line 4a
Criteria for Selection

Students will be selected on the basis of need, ability, related accomplishments up to that point in their education, and on the availability of support from qualified faculty mentors. First generation undergraduates attending community colleges are of particular interest to SCCUR.

Line 4b

The number of scholarships will be determined annually on the basis of funds available.

Line 4c

The amount of the scholarships will be based on assessments by applicants and their faculty mentors of the funds necessary for the students to complete their projects.

Line 4 (d)

The only conditions imposed will be to carry the projects to some stage of completion and to report on them at the next SCCUR conference.

Line 5

SCCUR will not supervise the student projects, but will ask, at the conclusion of a project, for the mentor to assess the benefits to the student and the student's school to assess the benefit of the award to the institution. These reports to SCCUR and the presentations given by the students at SCCUR conferences will help SCCUR evaluate the efficacy of the program in relation to its exempt purposes.

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Schedule H Cont'd
Section I

Line 6

The selection committee will be comprised of members of the Board of Directors. The names of the members of the Board of Directors on this committee will not be known until funds have been raised and the program has been initiated. Board members chosen for the selection committee will be those with a particular interest in the program and with experience in such processes. The committee will be formed in accordance with the corporation's bylaws.

State of California
Secretary of State



I, DEBRA BOWEN, Secretary of State of the State of California, hereby certify:

That the attached transcript of 3 page(s) has been compared with the record on file in this office, of which it purports to be a copy, and that it is full, true and correct.



IN WITNESS WHEREOF, I execute this certificate and affix the Great Seal of the State of California this day of

JUN 8 2007

Debra Bowen

DEBRA BOWEN
 Secretary of State

3001452

ENDORSED - FILED
in the office of the Secretary of State
of the State of California

APR 19 2007

SOUTHERN CALIFORNIA CONFERENCES FOR UNDERGRADUATE RESEARCH
ARTICLES OF INCORPORATION

I.

The name of this corporation is Southern California Conferences for Undergraduate Research (hereinafter called SCCUR).

II.

- A. This corporation is a nonprofit public benefit corporation and is not organized for the private gain of any person. It is organized under the Nonprofit Public Benefit Corporation Law for charitable purposes.
- B. The specific purposes for which this corporation is organized are to promote opportunities for undergraduate achievement in research, scholarship, and creative activity done in partnership with faculty or other mentors; to recognize and celebrate such achievement; and to engage in educational, scientific, investigative, artistic, literary, philanthropic, and charitable pursuits. The corporation supports and encourages communities to reflect these values through education and wise stewardship.

III.

The name and address in the State of California of this corporation's initial agent for service of process is:

William M. Whitney
SCCUR; c/o Student-Faculty Programs Office 139-74
California Institute of Technology
1200 East California Boulevard
Pasadena, California 91125

IV.

The names and addresses of the persons who are appointed to act as the initial directors of the corporation are:

John N. Swift, Ph.D.
Professor of English and Comparative Literary Studies
Occidental College
1600 Campus Road
Los Angeles CA 90041

Carolyn Ash
Director, Student-Faculty Programs
California Institute of Technology
Mail Code 139-74
Pasadena, CA 91125-7400

William M. Whitney, Ph.D.
Deputy Manager, Education Office
Jet Propulsion Laboratory/ Caltech
4800 Oak Grove Drive
Pasadena, CA 91109-8099

V.

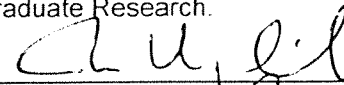
- A. This corporation is organized and operated exclusively for charitable purposes within the meaning of Section 501(c)(3), Internal Revenue Code.
- B. No substantial part of the activities of this corporation shall consist of carrying on propaganda, or otherwise attempting to influence legislation, and the corporation shall not participate or intervene in any political campaign (including the publishing or distribution of statements) on behalf of, or in opposition to, any candidate for public office.
- C. Notwithstanding any other provision of these Articles, the corporation shall not carry on any other activities not permitted to be carried on (1) by a corporation exempt from federal income tax under Section 501(c)(3) of the Internal Revenue Code or (2) by a corporation contributions to which are deductible under Section 170(c)(2) of the Internal Revenue Code.

VI.

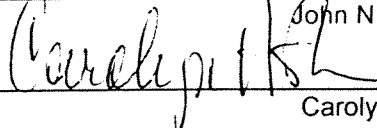
The property of this corporation is irrevocably dedicated to charitable purposes and no part of the net income or assets of this corporation shall ever inure to the benefit of any director, officer, or member thereof or to the benefit of any private person. Upon the dissolution or winding up of the corporation, its assets remaining after payment, or provision for payment, of all debts and liabilities of this corporation shall be distributed to a nonprofit fund, foundation, or corporation which is organized and operated exclusively for charitable purposes and which has established its tax-exempt status under Section 501(c)(3), Internal Revenue Code.

VII.

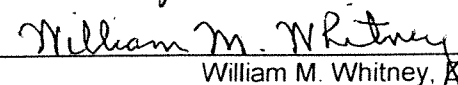
The name of the existing unincorporated association now being incorporated by the filing of these articles is Southern California Conferences for Undergraduate Research.



John N. Swift, Director

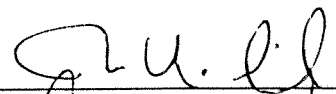


Carolyn Ash, Director




William M. Whitney, Director

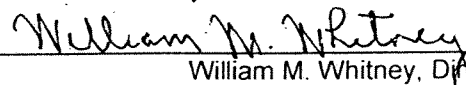
We declare that we are the persons who executed the foregoing Articles of Incorporation which execution is our act and deed.



John N. Swift, Director



Carolyn Ash, Director

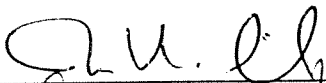


William M. Whitney, Director

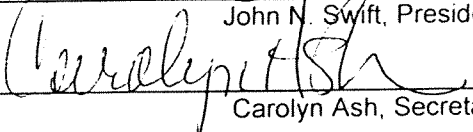
DECLARATION

The undersigned declare under penalty of perjury under the laws of the State of California that they are the president and secretary, respectively, of the unincorporated association referred to in the Articles of Incorporation to which this declaration is attached, at that said association has duly authorized its incorporation by means of said articles.

DATE: April 11, 2007



John N. Swift, President



Carolyn Ash, Secretary



**BYLAWS
OF THE
SOUTHERN CALIFORNIA CONFERENCES FOR UNDERGRADUATE RESEARCH**

ARTICLE 1.00

Name and Purposes

1.01 NAME: The name of the corporation is the Southern California Conferences for Undergraduate Research (hereafter called SCCUR). The name may be changed at a regularly scheduled meeting by affirmative vote of at least two thirds of the Directors then on the Board to adopt the proposed new name and to direct that appropriate legal steps be taken to effect the change.

1.02 PURPOSES: The corporation is organized to operate as a nonprofit public benefit corporation for charitable and educational purposes as referred to in Section 501 (c) (3) of the U. S. Internal Revenue Code, in order to promote and celebrate undergraduate achievement in research, scholarship, and creative activity done in partnership with faculty or other mentors. SCCUR's principal specific objectives are

- 1) to provide continuity, coordination, and support for annual SCCUR conferences;
- 2) to promote undergraduate research, scholarship, and creative activities as essential components of undergraduate education;
- 3) to promote communication leading to increased mutual understanding and appreciation of achievement by undergraduates in all academic disciplines;
- 4) to encourage interdisciplinary collaborations;
- 5) to promote and encourage undergraduate students to pursue activities and careers in research and in scholarly and creative activities;
- 6) to promote partnerships among colleges, universities, cultural institutions, and other organizations to create opportunities for students; and
- 7) to ensure a professional experience for each student participant in SCCUR events.

1.03 MEMBERSHIPS: SCCUR is not a membership organization.

ARTICLE 2.00

Address and Offices

2.01 PRINCIPAL OFFICE: The principal office for the transaction of the activities and affairs of the corporation is located at SCCUR; c/o Student-Faculty Programs Office; California Institute of Technology; 1200 East California Boulevard; Pasadena, CA 91125. The Board of Directors may change the location of the principal office. Any such change of location may be noted by the Secretary on these bylaws adjacent to this Section; alternatively, this Section may be amended to state the new location.

2.02 OTHER OFFICES: The Board may at any time establish branch or subordinate offices at any place or places where the corporation is qualified to conduct its business.

ARTICLE 3.00

Board of Directors

3.01 GENERAL POWERS: Responsibility for ensuring that SCCUR will carry out its mission and achieve its objectives will rest with a Board of Directors. The Board of Directors will have general charge and control of the affairs, funds, and property of the organization, subject to the provisions and limitations of the California Nonprofit Public Benefit Corporation Law and any other applicable laws, and subject to any limitations of the Articles of Incorporation or these Bylaws.

3.02 NUMBER AND QUALIFICATION: The number of Directors will be no more than twenty-one (21). Members will represent colleges and universities in Southern California and other organizations or professions that can contribute to the achievement of the mission and stated objectives of SCCUR.

3.03 COMPENSATION: Board members will receive no compensation for their services on the Board of Directors, nor will elected officers.

3.04 ATTENDANCE AT ANNUAL CONFERENCE: SCCUR Board members are expected to attend and participate in the annual conference.

3.05 SELECTION:

a) The initial Board members will be appointed by the Corporation's Articles of Incorporation. Each will be assigned by lot an initial term of office, the length of which will be set so that, at the beginning of each year following, no more than seven members will be elected.

b) Succeeding Directors will be elected by a majority vote of members of the Board then in office, according to procedures approved by the Board.

c) To ensure continuity from conference to conference, institutions hosting the annual SCCUR conference will be invited to nominate a member (usually the chair of the institutional planning committee) to serve on the Board beginning in the year preceding that of the relevant conference, unless the institution is already represented on the Board.

3.06 TERMS OF OFFICE:

a) SCCUR Board members will serve three-year terms, renewable once. (Initial members may serve a shorter preliminary term in order to establish the rotation described in 3.05a). A member having served for two consecutive three-year terms must leave the Board for at least one year before she or he can be re-elected to the Board.

b) The term of office will run from July 1 in the year elected until June 30 of the final year.

3.07 RESIGNATIONS AND VACANCIES: A vacancy or vacancies on the Board shall occur in the event of (a) the death or resignation of any Director; (b) the declaration by resolution of the Board of a vacancy in the office of a Director who has been convicted of a felony, declared of unsound mind by a court order, or found by final order or judgment of any court to have breached a duty under CNBCL, Chapter 2, Article 3; or (c) the increase of the authorized number of Directors.

a) A member may resign from the Board at any time by giving notice of resignation in writing (by mail, fax, or electronic mail) to the President of the Board or in person at a regular or special meeting of the Board.

b) Members not attending two consecutive meetings of the Board without being excused by the President may be deemed to have resigned.

c) A vacancy occurring among the elected members of the Board may be filled by the following procedure. Nomination of a replacement member will be made by the officers of the Board to the Board. Replacement will be made by majority vote of the Board members. The member so chosen will complete the term of the member being replaced and will then be eligible for two normal terms.

d) Any reduction of the authorized number of Directors shall not result in any Director's being removed before his or her term of office expires.

ARTICLE 4.00

Meetings

4.01 FREQUENCY AND PURPOSE: The SCCUR Board will meet quarterly (March/April, June/July, September/October, December/January) to transact business including but not limited to

- Selecting host sites
- Providing advice, encouragement, and assistance to host sites
- Program development
- Financial development
- Conference oversight
- Nomination and election of members and officers

4.02 PLACE OF MEETINGS: Meetings of the Board shall be held at any place within or outside of California that has been designated by resolution of the Board or in the notice of the meeting, or, if not so designated, at the principal office of the corporation, provided that any place so designated shall have been approved by a majority of the Board if more than 100 miles from the principal office.

4.03 NOTIFICATION: Notice of regular and special meetings shall be given to members by telephone call or voice mail, e-mail, fax, or U. S. mail.

a) Notice of the time and place of any meetings shall be given to each Director by (1) personal delivery of written notice; (2) first-class mail, postage prepaid; (3) telephone, including a voice messaging system or other system or technology designed to record and communicate messages, either directly to the Director or a person at the Director's office who would reasonably be expected to communicate that notice promptly to the Director; (4) facsimile; (e) electronic mail; or (5) other electronic means. All such notices shall be given or sent to the Director's physical, e-mail, electronic, or other address or telephone number as shown on the corporation's records.

b) The notice shall state the time of the meeting and the place, if other than the corporation's principal office. In the case of a special meeting, the notice shall specify the purpose and agenda for the meeting.

c) With respect to general meetings, notices shall be given fifteen (15) days in advance of the meeting, which period shall (1) be increased by five (5) days when notice is by first-class mail in the United States mails and (2) commence on the next business day if by telephone, fax, e-mail, or other electronic means.

d) With respect to special meetings, notice will be as in the previous paragraph except the fifteen day requirement shall be reduced to five (5) days.

e) For purposes of this Section 4, "days" shall mean business days, not calendar days.

4.04 MEETINGS BY TELEPHONE OR OTHER TELECOMMUNICATIONS EQUIPMENT:

Any Board meeting may be held by conference telephone, video screen communication, or other communications equipment. Participation in a meeting under this Section shall constitute presence in person at the meeting if all of the following apply:

a) Each Board member participating in the meeting can communicate concurrently with all other members.

b) Each member is provided the means of participating in all matters before the Board, including the capacity to propose, or to interpose an objection to, a specific action to be taken by the corporation.

- c) The Board has adopted and implemented a means of verifying both of the following:
 - (1) A person participating in the meeting is a Director or other person entitled to participate in the Board meeting.
 - (2) All actions of or votes by the Board are taken or cast only by the Directors or their duly designated proxies (who must be Board members), and not by other persons.

4.05 AGENDA: The agenda will be developed by the President in consultation with the Executive Committee.

4.06 QUORUM: A majority of the Directors then in office shall constitute a quorum for the transaction of any business except adjournment. Every action taken or decision made by a majority of the Directors present at a duly held meeting at which a quorum is present shall be an act of the Board, subject to the more stringent provisions of the California Nonprofit Public Benefit Corporation Law, including, without limitation, those provisions relating to (a) approval of contracts or transactions in which a director has a direct or indirect material financial interest, (b) approval of certain transactions between corporations having common directorships, (c) creation of and appointments to committees of the Board, and (d) indemnification of Directors. A meeting at which a quorum is initially present may continue to transact business, despite the withdrawal of some Directors, if any action taken or decision made is approved by at least a majority of the required quorum for that meeting.

4.07 SPECIAL MEETINGS: Special meetings of the Board for any purpose may be called at any time by three Directors, at least one being either the President or the Secretary, or by one third of the Directors then in office.

4.08 RE-SCHEDULING OF MEETINGS: The regular quarterly meetings and special meetings arranged in accordance with the stipulation of 4.07 may not be canceled, but circumstances may require that a meeting already scheduled be re-scheduled. Such a change may be made, following the notification requirements of 4.03, on the initiative of the President or the Secretary for a regular meeting, or on the initiative of one of the Directors who called the special meeting.

4.09 VOTING: Board decisions will normally be made by voice vote (aye or nay) or by a showing and counting of hands. Prior to a vote, any Director may request a secret ballot. The President or the acting chair of the meeting may then designate two Directors to tally votes and report the results to the Secretary or to the Director serving as acting secretary, who will announce the result of the vote to the Board.

4.10 ORDER OF MEETINGS: The rules contained in the then-current edition of *Robert's Rules of Order* shall govern meetings of the Board in all cases to which they are applicable and in which they are not inconsistent with these bylaws or with any special rules of order the Board may adopt.

ARTICLE 5.00

Officers

5.01 OFFICERS: Officers of the SCCUR Board will include a President, Secretary, and Treasurer. No member can hold more than one of these positions concurrently.

5.02 ELECTION AND TERMS OF OFFICE:

a) The officers of SCCUR Board will be nominated by a Nominations Committee and approved by majority vote of the Board at its Spring meeting (March). Officers will hold their respective positions from July 1 of that year until June 30 of the year following, and shall serve at the pleasure of the Board.

b) The term of office for the President will be one year, renewable once. The terms of office of the Secretary and Treasurer may be renewed more than once.

5.03 RESIGNATION: Any officer may resign at any time by giving written notice to the Board. The resignation shall take effect on the date the notice is received or at any later time specified in the notice. Unless otherwise specified in the notice, the resignation need not be accepted to be effective. Any resignation shall be without prejudice to any right of the corporation under any contract to which the officer is a party.

5.04 VACANCIES: A vacancy in any office because of death, resignation, removal, disqualification, or any other cause shall be filled in the manner prescribed in these bylaws for normal appointments to that office, provided, however, that vacancies need not be filled on an annual basis.

5.05 RESPONSIBILITIES AND DUTIES OF OFFICERS

a) **President:** The President will preside at meetings of the Board, will authorize or approve documents relating to the business of the Board, and will perform all duties incident to the office of President and such other duties as may be prescribed by the Board from time to time. In the event that the President cannot attend a Board meeting, he or she will designate another officer to preside at the meeting.

b) **Secretary:** The Secretary will keep accurate records of all meetings and distribute them to the Board. The Secretary will sign instruments as may be required and will perform all duties incident to the office of Secretary and such other duties as may be assigned from time to time by the Chair or by the Board. The Secretary will be responsible for maintenance of the SCCUR website. The Secretary will maintain an archive of documents and records pertinent to the history and current activities of the organization.

c) **Treasurer:** The Treasurer will have custody of all funds and securities belonging to the organization and shall receive, deposit, or disburse the same under the direction of the Board of Directors, provided that the Board may appoint a custodian or depository for any such funds or securities. The Treasurer will maintain all financial records for the organization.

d) **Delegation of Powers:** In the event of the absence or disability of any officer, the Board members may delegate powers and duties for the time being to any other officer.

5.06 EXECUTIVE DIRECTOR: The Board of Directors may appoint a person or entity to serve the corporation as the Executive Director. The Executive Director shall conduct the day-to-day business of the corporation under the direction of the Board of Directors. Such direction shall be provided through the Executive Director's job description, the corporation's budget, and direction provided by the Board of Directors. The Executive Director shall serve as an *ex officio* member of the Board of Directors. Consistent with the direction provided by the Board of Directors, the Executive Director may enter into contracts, sign checks, and generally communicate on behalf of the corporation. The Board of Directors shall establish the compensation of the Executive Director on the basis of a properly documented recommendation from a Board committee designated and chartered by the President to compile appropriate comparative data. Actions of the Board and of the Executive Director will be in compliance with rules of the Internal Revenue Service on automatic excess benefit transactions.

5.07 EXECUTIVE COMMITTEE: The Executive Committee of the SCCUR Board of Directors will consist of the officers of the Board, the immediate past President (whether or not he or she is a current member of the Board), and two other members of the Board appointed by the President. The purpose of the Executive Committee is to prepare agendas for meetings of the Board, promote informed discussions of issues before the Board, and to provide the President with advice and assistance. The Executive Committee may not act on behalf of the Board nor is its approval required for a topic to be included on the agenda for a meeting of the Board.

ARTICLE 6.00

Indemnification

6.01 INDEMNIFICATION: To the fullest extent permitted by law, the corporation shall indemnify its Directors, officers, employees, and other persons described in Corporation Code section 5238(a), including persons formerly occupying any such positions, against all expenses, judgments, fines, settlements, and other amounts actually and reasonably incurred by them in connection with any "proceeding," as that term is used in that section, and including an action by or in the right of the corporation, by reason of the fact that the person is or was a person described in that section. "Expenses," as used in this bylaw, shall have the same meaning as in that section of the Corporations Code.

6.02 REQUEST FOR INDEMNIFICATION: On written request to the Board by any person seeking indemnification under Corporations Code section 5238(b) or section 5238(c), the Board shall promptly decide under Corporations Code section 5238(e) whether the applicable standard of conduct set forth in Corporations Code section 5238(b) or section 5238(c) has been met and, if so, the Board shall authorize indemnification. If the Board cannot authorize indemnification, because the number of Directors who are parties to the proceeding with respect to which indemnification is sought prevents the formation of a quorum of Directors who are not parties to that proceeding, the decision shall be made in accordance with Corporations Code section 5238(e).

6.03 EXPENSES: To the fullest extent permitted by law and except as otherwise determined by the Board in a specific instance, expenses incurred by a person seeking indemnification under these bylaws shall be advanced by the corporation before final disposition of the proceeding, on receipt by the corporation of an undertaking by or on behalf of that person that the advance will be repaid unless it is ultimately found that the person is entitled to be indemnified by the corporation for those expenses.

ARTICLE 7.00

Insurance

7.01 INSURANCE: The corporation shall have the right, and shall use its best efforts, to purchase and maintain insurance to the full extent permitted by law on behalf of its officers, Directors, employees, and other agents, to cover any liability asserted against or incurred by any officer, Director, employee, or agent in such capacity or arising from the officer's, Director's, employee's, or agent's status as such.

ARTICLE 8.00

Books, Records, and Reports

8.01 BOOKS AND RECORDS: The corporation shall keep:

- a) Adequate and correct books and records of account;
- b) Written minutes of the proceedings of its Board and Committees of the Board.
- c) A document stating the policies and procedures that will govern financial transactions of the corporation and the principles that will be followed in financial reporting. This document will be reviewed, amended, and approved by the Board as the need arises, but no less frequently than once every two years.

8.02 RIGHT TO INSPECT: Every Director shall have the absolute right at any reasonable time to inspect the corporation's books, records, documents of every kind, physical properties, and the records of each subsidiary. The inspection may be made in person or by the Director's agent or attorney. The right of inspection includes the right to copy and make extracts of documents.

8.03 ANNUAL REPORTS: The Board shall cause an annual report to be sent to the Directors within 120 days after the end of the corporation's fiscal year. That report shall contain the following information, in appropriate detail:

- a) The assets and liabilities, including the trust funds, of the corporation as of the end of the fiscal year;
- b) The principal changes in assets and liabilities, including trust funds;
- c) The corporation's revenue or receipts, both unrestricted and restricted to particular purposes;
- d) The corporation's expenses or disbursements for both general and restricted purposes;
- e) An independent accountant's report, or, if none, the certificate of an authorized officer of the corporation that such statements were prepared without audit from the corporation's books and records.

ARTICLE 9.00

Committees

9.01 CREATION AND APPOINTMENT OF COMMITTEES: The Board, by resolution adopted by a majority of the Directors then in office, may also create one or more committees in addition to the Executive Committee defined in Article 6.05 of these bylaws, each consisting of Directors and/or individuals who are not Directors to serve at the pleasure of the Board. Any such committee shall be purely advisory in nature. Committee charters and appointments of committee chairs and of Directors or other individuals to such committees shall be at the discretion of the President with approval by majority vote of the Directors then in office. Charter reviews and appointments will be made at least annually at the first regular meeting following July 1, or at other times as the need arises.

9.02 POWERS NOT EXERCISABLE BY COMMITTEES. Neither the Executive Committee nor any other committee may

- a) Fill vacancies on the board or any committee of the Board;
- b) Amend or repeal bylaws or adopt new bylaws;
- c) Amend or repeal any resolution of the Board that by its express terms is not so amendable or repealable;
- d) Create any other committees of the Board or appoint the members of committees of the Board.

9.03 MEETINGS AND ACTIONS OF COMMITTEES: Meetings and actions of committees of the Board shall be governed by, held, and taken under the provisions of these bylaws concerning meetings and other Board actions, except that the time for general meetings of such committees and the calling of special meetings of such committees may be set either by Board resolution, or, if none, by resolution of the committee. Minutes of each meeting shall be kept and shall be filed with the corporate records. The Board may adopt rules for the governance of any committee as long as the rules are consistent with these bylaws. If the Board has not adopted rules, the committee may do so.

9.04 COMMITTEE MEMBERSHIP BY NON-MEMBERS OF THE BOARD OF DIRECTORS: The President may where appropriate appoint individuals other than members of the Board of Directors to serve on committees.

9.05 TENURE OF COMMITTEE MEMBERSHIP: No committee member, whether or not a Director of the Board, may serve on a given committee for more than six years. Any committee member, Director or non-Director, may be removed from a committee at the discretion of the President.

ARTICLE 10.00

Amendments

10.01 **AMENDMENTS:** Amendments to these by-laws may be proposed by any Board member to a committee designated by the President. This committee will, as one of its chartered responsibilities, consider proposals and where appropriate bring amendments before the entire Board in the form of motions. New bylaws may be adopted, or these bylaws may be amended or repealed, by an affirmative majority vote of the Board of Directors at a meeting at which a quorum is present. A copy of the proposed new bylaws or amendment(s) shall be included in the notice of meeting given to each Director.

ARTICLE 11.00

Fiscal Year

11.01 **FISCAL YEAR:** The fiscal year of the corporation will be from January 1 to December 31.

ARTICLE 12.00

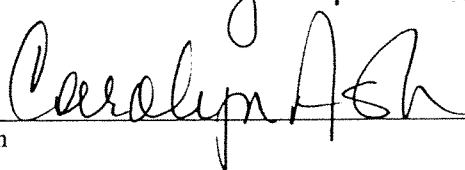
Basis of Accounting

12.01 **BASIS OF ACCOUNTING:** Financial reports of the organization will be prepared on an accrual basis, although cost-basis accounting may be used as allowed in reporting to the Internal Revenue Service.

CERTIFICATE OF SECRETARY

I certify that I am the duly elected and acting Secretary of the Southern California Conferences for Undergraduate Research, a California nonprofit public benefit corporation; that these bylaws, consisting of 8 pages including this one, are the bylaws of this corporation as amended by the Board of Directors on January 27, 2007, and that these bylaws have not been amended or modified since that date.

Executed on January 27, 2007, at Pasadena, California.



Carolyn Ash
Secretary

IRS DEPARTMENT OF THE TREASURY
INTERNAL REVENUE SERVICE
HOLTSVILLE NY 11742-9003

006371.146521.0025.001 1 KB 0.209 702



SOUTHERN CALIFORNIA CONFERENCES ON ^{for}
X WILLIAM M WHITNEY
SFPO 139 74 CALTECH 1200 E CALIF BL
PASADENA CA 91125

006371

Date of this notice: 10-22-2014

Employer Identification Number:
56-2484474

Form: SS-4

Number of this notice: CP 575 F

For assistance you may call us at:
1-800-829-4933

IF YOU WRITE, ATTACH THE
STUB OF THIS NOTICE.

WE ASSIGNED YOU AN EMPLOYER IDENTIFICATION NUMBER

Thank you for applying for an Employer Identification Number (EIN). We assigned you EIN 56-2484474. This EIN will identify your business account, tax returns, and documents even if you have no employees. Please keep this notice in your permanent records.

When filing tax documents, please use the label IRS provided. If that isn't possible, you should use your EIN and complete name and address shown above on all federal tax forms, payments and related correspondence. If this information isn't correct, please correct it using the tear off stub from this notice. Return it to us so we can correct your account. If you use any variation of your name or EIN, it may cause a delay in processing and may result in incorrect information in your account. It also could cause you to be assigned more than one EIN.

If you want to apply to receive a ruling or a determination letter recognizing your organization as tax exempt, and have not already done so, you should file Form 1023/1024, Application for Recognition of Exemption, with the IRS Ohio Key District Office. Publication 557, Tax Exempt Status for Your Organization, is available at most IRS offices and has details on how you can apply.

IMPORTANT REMINDERS:

- * Keep a copy of this notice in your permanent records.
- * Use this EIN and your name exactly as they appear above on all your federal tax forms.
- * Refer to this EIN on your tax related correspondence and documents.

Thank you for your cooperation.

SCCUR
PH. 626-395-2885
SFPO 139-74 CALTECH 1200 E. CAL
PASADENA, CA 91125-0001

16-49 530
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5300187295

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DATE 11 February 2008

PAY TO THE
ORDER OF United States Treasury

\$ 750⁰⁰

Seven hundred fifty and no/100 DOLLARS

Security Features
Included
Details on Back

UNION BANK OF CALIFORNIA
PASADENA #530
70 SOUTH LAKE AVE., PASADENA, CA 91101-2601
800 238 4486

FOR Form D73, Sb-2484474

William M. Whitney MP

⑆ 122000496⑆ 5300187295⑆ 0109