



Organization Operation Round Up Grant Application & Checklist

Mountain View Electric Association, Inc.'s (MVEA) Operation Round Up® program was formed to assist charitable organizations, communities with special needs and individuals who have suffered from loss, personal disaster, or medical emergencies.

Organizations or charities providing services that are beneficial to the public interest, within MVEA's service territory, may apply for up to \$5,000 (for educational purposes) or up to \$10,000 (for charitable purposes) in a 12-month period from the Operation Round Up Fund.

Complete applications are reviewed bi-monthly by the Operation Round Up Board of Directors. Please review www.mvea.coop/round-up for the application deadline schedule. To submit your application, first ensure you have completed the checklist below. Applications can be mailed to or dropped off at any MVEA office or emailed to the Operation Round Up Coordinator at erica.m@mvea.coop. Please note: emailed applications will only be accepted as a PDF file only (JPEG and PNG file pictures will not be accepted).

Please complete this entire list prior to submitting your application

- Fill out the entire application:** Please do not leave any spaces blank. If it does not apply to you fill in with n/a.
- Cover letter:** Explain your organizations' needs, how much you are requesting, and supply as much information as you can. The cover letter is extremely helpful to the Board in making their decision.
- Attach copies of financial records:** Please submit copies not originals. Grant applications without a signed Form W-9 and a copy of organization financial statements will NOT be considered.
- List the amount you are requesting:** Please do not submit or request payment for Mountain View Electric Association, Inc. bills.
- Attach copies of three different estimates for any work that you are requesting funds for:** If possible, one estimate should be from a vendor within MVEA's service territory.
- Proof of 501(c)3:** If applicable.

Organization Operation Round Up Grant Application

Application Date: _____ Amount Requested: _____

Number of MVEA Members Served Annually: _____

Organization Information (Please Print or Type)

Organization Name: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Contact Person (Name and Title): _____

Email Address: _____ Phone Number: _____

Website address: _____

Is organization requesting funding a 501(c)(3) organization? Yes [] No []

Project Description

Project Start Date: _____ Project End Date: _____

What areas or counties does your organization serve? _____

State purpose of your request. Include specific information of how funds will be used and how it benefits the community or area.

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Do you receive any State or County funding? Yes [] No []

List other sources of funding or assistance that are available to you. Outline which sources you are pursuing, the amounts requested, and state any amounts already awarded for this project:

How are your programs measured for effectiveness?

Agreement

I understand, certify, and agree to the following:

The information contained in this statement is for the purpose of obtaining funding from Mountain View Electric Association, Inc., (MVEA) Operation Round Up Fund on behalf of the undersigned. Each undersigned understands that the information provided herein is used in deciding to grant funding, and each undersigned represents and warrants that the information provided is true and complete and that the Operation Round Up Fund may consider this statement as continuing to be true and correct until a written notice of a change is provided. The Operation Round Up Fund is authorized to make all inquiries they deem necessary to verify the accuracy of the statements made herein.

The Operation Round Up Fund may publish the name, amount, and purpose of funding granted. You may also be asked for a photograph(s) for public relations purposes.

Grants will be awarded up to allotments specified earlier in a 12-month period. Grant applications which do not include a signed Form W-9 and a copy of organization financial statements will NOT be considered and will be discarded.

Name of Organization: _____

Representative's Signature: _____ Date: _____

Representative's Name and Title: _____