



# Midwest Energy Community Fund

## Information and Guidelines

(Revised November 2005)

The Midwest Energy Community Fund is funded and governed by Midwest Energy and supports activities or investments in Midwest Energy's retail electric and natural gas communities or activities beneficial to retail customers immediately outside\* the service area.

\* For example, a school or hospital, not in Midwest Energy's service area, may have a significant number of Midwest Energy customers benefiting from its service.

### Please use the following as a guide.

- Requests must be for *charitable, education or nonprofit agencies only*. Charitable status or a 501(c)(3) letter is not required, but applicant must affirm the funds will be used for the purpose requested.
- Donation is \$50 to \$500.
- One application per project accepted from any entity or event.

### Funding Parameters

The Midwest Energy Community Fund **will** accept applications to fund the following activities, but others may be considered by the Area Advisory Committees:

- Education, art, music or theatrical programs at public or private schools, or provided through community organizations
- Public library programs or improvements
- Leadership or business clubs or events sponsored by a school or community organization
- Community development
- Teen, community or recreation center improvements
- Equipment for athletic teams that remains relatively fixed in place such as soccer goals, basketball backboards, scoreboards, swimming pool equipment etc.
- Other youth programs
- Project Prom and Project Graduation type events will receive a maximum of \$50.

The Midwest Energy Community Fund **will not** accept applications to fund the following:

- General operating, tax or payroll expenses
- Individual or group registration fees or travel expenses
- Scholarship programs or individual scholarships
- Political causes or lobbying
- Advertising
- Meals, snacks and beverages



- Projects of religious denominations, unless the expenditure is directed to the benefit of the community at large (e.g., all youth, or all elderly, etc.) and is not limited or offered primarily to members of that denomination
- Repairs and improvements to private property or that of religious denominations
- Organizations or programs outside Midwest Energy's service territory, unless a direct benefit is provided to a significant number of Midwest Energy customers
- Uniforms, personal athletic equipment, or general sponsorships for little leagues, traveling teams, youth clubs, etc.
- Individual medical expenses
- State and national medical research or disease prevention causes
- Projects substantially completed by the grant application deadline
- Community foundations, unless the application designates a specific project

## **Application Process**

1. There are two application periods each year. Deadlines are March 1 and September 1. To be considered for funding within an application period, application must be received by Midwest Energy, or post marked, on or prior to the application deadline. Deadlines for applications are determined by Midwest Energy and are subject to change.
2. An Area Advisory Committee\*, within applicant's respective region, will review and forward award recommendations to Midwest Energy. Dates for Area Advisory Committee meetings will be determined by Midwest Energy.
3. All applications must include details of how the funds will be used. For example "to purchase 200 books for the summer reading program" is acceptable detail, while "expenses for the summer reading program" is unacceptable. Please be brief and specific; there will not be any requests for additional information.
4. Midwest Energy will notify all applicants as to the status of their requests and forward payment for approved donations in a timely manner after the Area Advisory Committee reviews the applications. Midwest Energy reserves the right to reject an Area Advisory Committee recommendation.
5. In subsequent rounds, the organization requesting funds may be required to document that the funds previously received were used in the manner that they were requested. If future applications are anticipated, records should be kept for this purpose.

\* *Each of five regions (Colby, Great Bend, Hays, Phillipsburg and Scott City) will have an Area Advisory Committee with one member being a Midwest Energy employee and the remainder being Midwest Energy customers. Each Area Advisory Committee will make a reasonable attempt to spread the funds equitably within the geographic region it represents.*