

A Touchstone Energy® Cooperative

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## **Application Procedures for Operation Round Up Grant Funding**

## NO HANDWRITTEN APPLICATIONS WILL BE ACCEPTED

South River Electric Membership Corporation administers Operation Round Up through the Community Assistance Corporation.

## SPECIAL EVENT/FOUNDATION PROJECT

This application is ONLY for special community-based events (i.e. festivals, fundraisers, etc.) and non-profit foundation projects (i.e. hospital imaging equipment, facility upgrades, etc.) up to \$10,000. One **SPECIAL EVENT/FOUNDATION PROJECT** will be granted per quarter.

#### **General Information:**

- Organizations in Harnett, Cumberland, Sampson and Johnston may be funded <u>once per 12-month period</u> to support special community-based events or non-profit foundation special projects.
- Operation Round Up grants are awarded by the Community Assistance Corporation each calendar year in March, June, September and December.
- Notification of funding will be made by the last day of the funding month. For example, if you apply for the September distribution, your organization will be notified by the last day of September if it has or has not been awarded a grant.
- The appropriate application must be completed on the form provided. Packets submitted with re-created applications for "see attached" will be disqualified.
- Individual churches will not be considered for funding. Only religious-based programs that are collaborative community-based efforts among multiple churches or groups.
- Application must be the first sheet of the packet.

## **Proposal Letter**

The grant application must include a proposal letter along with the grant application and requested attachments. The proposal letter should be brief and concise, not to exceed two pages, single spaced, and should be signed by a designated representative.

## The letter should include:

- An introductory description of the program and its impact on the community- be sure to include as much detail as possible the specific reason for your request (counties and areas included) and the number of people your project will affect. *Do not include these guidelines pages with packet*.
- The amount of funding requested and the amount of the program/project budget.
- The need and specific population (including age, gender, and cultural background) which the program addresses.
- Specific objectives of the program/project and how success will be measured.
- Relationship of program/project to other services in the community, which may be designed to meet the same or similar needs.
- Other sources of funding pending (and when the funding may be received) and amounts already committed.

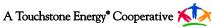
#### **CHECKLIST:**

Incomplete applications will automatically be denied.	07/02/2025
☐ Attach copy of most recent and previous year's operational budget/ financial statement (to	
☐ Attach list of current board of directors.	
☐ Attach copy of IRS letter indicating tax-exempt status and/or Federal ID Number.	
basic instructions and appropriate signatures (place behind application).	
☐ Please be sure your proposal letter contains all the information outlined in the	

2	
	include expenditures and income – NOT tax forms)
	☐ Attach a <i>detailed, itemized budget</i> to support your request.
	☐ Attach appropriate bids, estimates, and bills directly relating to request.
	☐ Include photos of event, equipment or building specs (for capital improvement projects)
	☐ Please send the complete application packet in a single combined PDF to sremc@sremc.com.

For more information, contact the Vice President of Member Services and PR at <a href="mailto:sremc.com">sremc.com</a> or 910.230.2982.







# SPECIAL EVENT/FOUNDATION PROJECT

Date of Application	Web Address
Legal Name of Organization	
Complete Mailing Address	
Name/Title/Address of Project Contact	et
Contact phone #	E-mail
Amount of Request \$	
<b>Event/Project Name</b>	
County in which Project Services are	provided
Assistance Corporation on behalf of the information is true and complete and the is true and correct until a written notice	cation is for the purpose of obtaining funding from the Community undersigned. Each undersigned represents and warrants that the at the Community Assistance Corporation may consider this information of change is provided. The Community Assistance Corporation is necessary to verify the accuracy of the information.
	Date
Authorized Signer's Electronic Signatur	e

<sup>\*</sup> Completion of compete name serves as an electronic signature.