



Norris Power Goodwill Fund

P.O. Box 399
Beatrice, NE 68310

Grant Award Guidelines

General Information

The role of the Norris Power Operation Round Up Goodwill Fund Board is to wisely manage the funds entrusted to them by supporting activities within the Norris Public Power District service territory that are consistent with the purpose of the organization.

The Directors intend to support as many organizations as possible. They encourage organizations who seek grant funding to look at other resources as well as the Goodwill Fund. Organizations are encouraged to be resourceful by putting some of its own money into a project and obtain support from other organizations, as well. Project bids or estimates are required. Applications must be submitted and approved prior to commencement of projects.

It is helpful to understand the priorities and financial health of an organization. Therefore, the Board requests that financial information be provided or completed on the budget form.

The Board meets quarterly to consider applications. The Board has authority to support, question, or deny any request. Once the Board has awarded a grant, a check will be issued to the organization that completed the application.

Grant proposals are carefully reviewed and among other considerations, the following questions are addressed: a) Is there an established need for the program or project?; b) Is it appropriate for the Goodwill Fund Board to award a grant for the requested purpose or are there more compatible sources of potential funding?; c) Does the Goodwill Fund have adequate resources to effectively respond to this need?; and d) Does the award benefit Norris Public Power District customers?

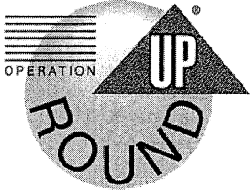
Grant Award Guidelines

1. Grants will only be awarded to organizations located in Gage, Jefferson, Lancaster, Saline, Seward or Thayer County. Organizations located in cities and towns in these counties that are not served by Norris Public Power District are eligible but may receive an appropriate grant based on the estimated number of District customers that may benefit from the grant.

2. Grants to school organizations, such as a booster club, parent teacher group, art club journalism club, etc... may be considered. A school administrator must sign the application.
3. Grants to church schools and preschools may be considered if the organization is open to the public.
4. \$1,500 is the maximum grant that may be awarded to an organization within a 12 month time period for grant requests that may benefit the grant beneficiaries for at least one year. Multiple grants within a 12 month time period are allowed, as long as the \$1,500 maximum is not exceeded.
5. \$250 is the maximum grant that may be awarded to an organization within a 12 month time period for grant requests that may benefit or be consumed by the grant beneficiaries within one year. Multiple grants within a 12 month time period are allowed, as long as the \$250 maximum is not exceeded.
6. The ultimate beneficiary of the grant must be identified in the grant application.
7. Projects with estimated expenditures in excess of \$5,000 will not be considered until documentation is provided indicating that 75% of the project funding requirements have been raised and/or committed to the project.

Grant Requests that will not be considered include:

1. Grants to individuals.
2. Grants to "for profit" organizations.
3. Grants for religious materials or for religious organizations or churches.
4. Grants for any political purposes.
5. Grants for scholarships.
6. Grants for sponsorship of camps, tours and trips.
7. Grants made directly to school districts, except for school organizations.
8. Grants for advertising, marketing printing costs or printed materials.
9. Grants for training or seminars.
10. Grants for celebrations or entertainment.
11. Grants for presenters or speakers.
12. Grants for uniforms or clothing.
13. Grants for sporting equipment, such as catcher's gear, bats, balls, football pads, uniforms, etc...



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GRANT APPLICATION

1. Name of Organization _____

2. Address _____ City _____ State _____ ZIP _____

3. Contact Person _____ Title _____

4. Phone Number: Work _____ Home _____

5. Is your organization considered a non-profit organization? Yes No

6. A copy of your financial statement(s) for the most recent full year and year-to-date should be provided. A sample form is attached to the application. Please do not send itemized, detailed expense reports such as check registers, accounting ledgers, or monthly reports.

7. What counties do you serve? Gage Jefferson Lancaster Saline Seward Thayer Other _____

8. Are there participants, members or recipients of your organization or project that receive electrical service from Norris Public Power District? If yes, explain. _____

9. State the broad goal of your organization. _____

10. What is the purpose of your request? Include specifics of how funds will be used. _____

11. What is the total cost of your project? \$ _____

12. How much money do you request? \$ _____

(A copy of a vendor bid for the amount requested must be included with this grant application.)

13. List other sources of funding for the request as described above. _____

14. How are your programs measured for effectiveness? _____

15. Please list two references:

Name _____ Phone _____
 Title _____ Business _____
 Address _____ City _____ State _____ ZIP _____

Name _____ Phone _____
 Title _____ Business _____
 Address _____ City _____ State _____ ZIP _____

The information contained in this statement is for the purpose of obtaining funding from the Norris Power Goodwill Fund on behalf of the undersigned. Each undersigned understands that the information provided herein is used in the decision to grant funding and each undersigned represents and warrants that the information provided is true and complete and that the Norris Power Goodwill Fund may consider this statement as continuing to be true and correct until a written notice of a change is provided. The Norris Power Goodwill Fund is authorized to make all inquiries they deem necessary to verify the accuracy of the statements made herein.

All grant applications must include the following items:

1. Completed application with contact information
2. Written or typed vendor bid or cost proposal on the project
3. Current financial statement

If you have any questions, please call the Norris main office at 402-223-4038 or 1-800-858-4707.

 Signature of Organization Representative

 Date

 Signature of School Administrator, if applicable

 Date

2019 Board Meeting Dates and Application Deadlines				
	<u>First Quarter</u>	<u>Second Quarter</u>	<u>Third Quarter</u>	<u>Fourth Quarter</u>
Application Deadline	December 28, 2018	March 29, 2019	June 28, 2019	September 27, 2019
Board Meeting Date	January 8, 2019	April 9, 2019	July 9, 2019	October 8, 2019

GOODWILL FUND - BUDGET FORM

Name of Organization _____

Income Statement

Last Year

This Year

Income

Sales	_____	_____
Grants	_____	_____
Donations	_____	_____
Fees	_____	_____
Fund Raisers	_____	_____
Other Sources (please describe) _____	_____	_____
Other Sources (please describe) _____	_____	_____
Total Revenues	=====	=====

Expenses

Wages & Benefits	_____	_____
Transportation	_____	_____
Supplies	_____	_____
Utilities	_____	_____
Insurance	_____	_____
Taxes	_____	_____
Professional Services	_____	_____
Interest Expense	_____	_____
Other (please describe) _____	_____	_____
Other (please describe) _____	_____	_____
Total Expenses	=====	=====

Net Income (Loss) _____

Balance Sheet

General Cash Accounts	_____	_____
Accounts Receivable	_____	_____
Other Assets	_____	_____
Land	_____	_____
Buildings	_____	_____
Equipment	_____	_____
Total Assets	=====	=====
Accounts Payable	_____	_____
Notes Payable	_____	_____
Other Liabilities	_____	_____
Long-Term Debt	_____	_____
Equity	_____	_____
Total Liabilities & Equity	=====	=====