



## **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

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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

<b>2022 Board Meeting Dates and Application Deadlines</b>				
	<u>First Quarter</u>	<u>Second Quarter</u>	<u>Third Quarter</u>	<u>Fourth Quarter</u>
Application Deadline	December 31, 2021	April 1, 2022	July 1, 2022	September 30, 2022
Board Meeting Date	January 11, 2022	April 12, 2022	July 12, 2022	October 11, 2022

**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 \_\_\_\_\_