

Dubois REC

Community Fund

Grant Application Guideline

Geographic Focus

Operation Round Up® provides funding assistance to approved eligible applicants located within the counties of: Dubois, Crawford, Orange, Martin, Perry & Pike Counties served by Dubois REC.

Grant Cycles

Grant cycle deadlines are usually due the last Friday in the months of February, May, August and November.

Board meets in March, June, September and December. **Call the office to verify due date or check the website.**

Categories of Assistance

1. Community Service
 - Programs, projects and organizations that are important components of a community's overall quality of life, with emphasis on public safety, health care, self-sufficiency, and basic human needs.
 - Victim (abuse and crime) assistance programs
 - Emergency rescue health care equipment and transportation services
 - Local fire departments, rescue squads, law enforcement groups
 - Local libraries
 - Programs and projects that enhance the cultural environment of communities in our local area
2. Education and Youth
 - School and academic enrichment programs
 - Programs and projects designed to combat critical social problems affecting our youth, with an emphasis on children and teens at risk.
 - Programs and projects that promote youth wellness.
 - No college scholarships will be awarded.
3. Environment
 - Programs that promote community recycling and natural resource preservation.
 - Community-based environmental quality education programs.

Applicant Eligibility

1. Contributions will generally be made only to not-for-profit organizations, governmental entities, school districts or colleges that have been granted tax-exempt status by the Internal Revenue Service 501(c) (3).
2. The organization must contribute to the community's health and/or welfare.
3. The organization's services must be non-discriminatory in nature.
4. Individuals/families must reside in the Dubois REC territory.
5. Awards for an individual/family must be awarded thru a 501(c) (3) organization. No individual, group, organization, charity, or like organization shall receive money from the Fund for the same purpose for more than two consecutive years. At least one full calendar year shall pass from the date of the second disbursement to the time of the next application.

Evaluation Factors

The following factors will be considered in the evaluation of all funding requests:

- Potential benefit to residents of the Dubois REC Service Area and the entire community.
- Level of community support for the program or project or the organization requesting the funds.
- Fiscal and administrative capability of the organization to deliver a quality service or program.
- Results that are predictable and can be evaluated.

Completing the Application

- ✓ Complete all the pages of this application form. The Application must be **typed or printed**.
- ✓ Be sure to sign the application.
- ✓ A copy of the most recent fiscal year's financial statement must be attached. If the organization has an independent audit, a copy of that report should be attached.
- ✓ A copy of the organization's 501 (c) (3) status from the IRS must be included.
- ✓ A one page budget outlining the project of this request must be attached.
- ✓ A copy of the requesting organization's current fiscal budget should be attached.
- ✓ If you are requesting specific items, please attach a written quote from a vendor with a line item breakdown for each item. Pictures and/or specifications of the items are greatly appreciated when attached.

Deliver **9** completed copies of the application and the necessary attachments to
Dubois REC Community Fund
c/o Dubois REC

PO Box 610, 1400 Energy Drive, Jasper, IN 47547
Questions may be directed to Elizabeth Kempf at 812.482.5454
Additional information is available on our website, www.duboisrec.com.