

## Nueces Electric Charities, Inc. Grant Application and Guidelines for Distribution of Nueces Electric Cooperative Operation Round Up Fund



At Nueces Electric Charities, Inc., our mission is to make a meaningful impact in our communities by thoughtfully distributing funds from the Nueces Electric Cooperative (NEC) Operation Round Up program. These contributions are generously provided by NEC members and are used to support educational, health, welfare, and other human service initiatives within the NEC service territory and nearby areas.

Per Article 4 of our Articles of Incorporation, Nueces Electric Charities, Inc. was established to distribute Operation Round Up funds to qualifying 501(c)(3) nonprofit organizations. These funds directly support impactful programs and projects that benefit the communities we serve.

We aim to assist as many organizations as possible, and we encourage applicants to seek additional funding sources beyond NEC Operation Round Up. Demonstrating resourcefulness—whether through self-funding, contributions from other organizations, or a combination of both—strengthens your proposal and shows your organization's commitment to the program or project. Please note that applications must be submitted and approved before the program or project begins.

If your organization has the necessary funds to complete the project without assistance, we ask that you prioritize using those resources. Transparency is key, and providing detailed financial information helps us better understand your organization's priorities and financial health. Each request will be thoroughly reviewed for eligibility and evaluated alongside other applications based on the funds available.

The Nueces Electric Charities Board of Directors has full discretion to approve, question, or deny requests. For approved applications, payments will be issued within 30 days. If your request is not selected, you are welcome to reapply for the same program or project after one year.

We are proud to partner with charitable organizations that are committed to making a difference. Together, we can continue to create positive change in the communities we call home.

### GRANT PROPOSAL REVIEW GUIDELINES

Grant proposals will be evaluated based on the following criteria:

- Is there a clear and established need for the program or project?
- To what extent will the program or project address and resolve the identified problem?
- Is the request aligned with the purpose of the grant, or are there more suitable applications?
- Are there alternative funding sources available for this initiative?
- Are sufficient resources available to support this request effectively?
- What is the potential benefit to the community and surrounding areas?
- Does the organization and its team have the capability to achieve the intended outcomes?
- Is the timing appropriate to implement the program or project?
- Is there evidence of collaboration or coordination with other organizations?
- Could this grant potentially encourage matching funds from other sources?
- Does the proposal align with the overall charitable mission of Operation Round Up?

## **ANNUAL GRANT PERIODS**

**Application Period:** Applications Open on the first Friday of June; Applications Close on the 3<sup>rd</sup> Friday of July

**Board Action:** Application review will begin the 4<sup>th</sup> Tuesday of August, and final selections will be made the 4<sup>th</sup> Tuesday of September (*Date may be subject to change; generally, aligns with the regular meeting of the Nueces Electric Cooperative Board of Directors*)

### **Emergency Requests:**

In cases of critical health, safety, or human welfare needs, Nueces Electric Charities may review application requests outside of the regular schedule.

### **Primary/Priority Areas of Consideration**

Grant projects and programs addressing the following areas will receive priority consideration:

- **Education**
- **Health**
- **Welfare**
- **Human Services**

## **GRANT APPLICATION GUIDELINES**

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## GRANT APPLICATION SUBMISSION INSTRUCTIONS

Please ensure all required documents are included and merged properly before submission. Thank you!

### 1. Required Documentation:

The following documents **must** be merged with the completed Grant Application:

- A one-page budget for the amount requested, with justifications.
- Proof of 501(c)(3) status with the IRS.
- A copy of the most recent balance sheet and income statement.
- Current organizational budget (*if unavailable, please provide an explanation*).

### 2. Download the Grant Application:

Visit the Grant Application page to access the application form.

### 3. Complete the Application:

- Fill out the application in Microsoft Word or by hand.
- If handwritten, scan the completed application to your computer for submission.

### 4. Document Merging:

- If completed in Microsoft Word, save the application.
- Merge the application with all required legal documents (listed above) into a **single document** using Adobe Acrobat.

### 5. Submit the Application:

- Visit the [Grant Application Online Submission page](#)
- Use the file upload button to submit the merged document.

#### **\*Note:**

- Paper applications will **not** be accepted by mail.
- All applicants **must** apply via the online submission process to be considered.
- Incomplete applications will **not** be considered due to the time required for follow-up

### 6. Deadlines:

- Applications submitted after the deadline must be resubmitted during next year's specified review period for consideration

### For Questions:

Please direct any questions regarding the application or submission process to:

Joanna Prado, PHR  
Human Resources and Corporate Communications Manager  
Nueces Electric Cooperative  
Local: 361-767-7338 ext. 405

**Nueces Electric Charities, Inc.  
NEC Operation Round-Up Fund**



**ORGANIZATION/AGENCY  
GRANT APPLICATION  
TYPE OR PRINT ALL INFORMATION**

**Name of organization:** \_\_\_\_\_

**Street address:** \_\_\_\_\_ **PO Box:** \_\_\_\_\_

**City, State, Zip:** \_\_\_\_\_

**Daytime telephone:** \_\_\_\_\_

**Contact person:** \_\_\_\_\_

**E-mail address:** \_\_\_\_\_

**Officers, Directors of the organization:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**General objectives of the organization:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Describe the project/program for which funding is requested in less than 100 words. (*Please be specific, no "general funding" requests will be awarded.*)**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Describe the counties/region of Texas that will benefit from this program/project?**

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**Amount being requested: \$** \_\_\_\_\_

**Is this organization less than 5 years old?**    ☐ Yes    ☐ No

*If yes, please provide the date of founding:* \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

**Do you wish for your grant to be given as a donation during the Coastal Bend Day of Giving, so long as your organization is eligible for donations during this event?**    ☐ Yes    ☐ No

*\*For additional information on this matching program, please contact us\**

**Does this organization have tax-exempt status under section 501(c)(3) of the IRS Code?** *\*Must attach proof confirming such tax-exempt status\**    ☐ Yes    ☐ No

**Have you received previous grants from Nueces Electric Charities?**    ☐ Yes    ☐ No

*If yes, when?* \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_    *Amount? \$* \_\_\_\_\_

*What program/project?* \_\_\_\_\_

**If it's not possible to grant an award for your entire requested amount, are you interested in receiving a grant that is for a portion of your request only?**    ☐ Yes    ☐ No

If we support your program/project, a Final Report (Program & Financial) detailing the use of the grant money, and a photograph of the program/project is required to be filed with us at completion of the program/project. Such report & photo will be sent \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_ (please provide approximate date or date range if not specifically known).

The information contained in this statement is for the purpose of obtaining funding from Nueces Electric Charities on behalf of the undersigned. Each undersigned understands that the information provided herein is used in deciding to grant funding, and each undersigned represents and warrants that the information provided is true and complete and that the Nueces Electric Charities Board is authorized to make all inquiries deemed necessary to verify the accuracy of the statements made herein.

Each undersigned understands in applying for funding, that if granted, it will be used for the sole purpose as stated in this application and grants permission for its publication in the NEC member publications as well as any other publication NEC or Nueces Electric Charities, Inc. deems appropriate.

For this application to be given consideration by Nueces Electric Charities, it must be submitted following all application directions and guidelines by the due date and must be signed by the organization's President/Chairperson and by an individual to whom future questions and correspondence may be addressed (must be two different persons):

\_\_\_\_\_  
President/Chairperson Signature

\_\_\_\_\_  
Contact Person Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date Signed

\_\_\_\_\_  
Date Signed