



# POWER UP Grant Program PROGRAM GUIDELINES

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The mission of the GVEC POWER UP Grant Program is to accumulate funds from members participating in the POWER UP Program and reinvest that money in our communities by providing funding assistance to local non-profit groups and civic organizations for community development and improvement projects. These funds will be used primarily for projects involving:

- Education
- Youth Programs
- Health Care
- Community Development
- Civic and Community Outreach
- Public Safety/Service Organizations

## Eligibility Requirements

- Projects must lie within the outer geographical boundary lines of the GVEC service area or have overlapping service areas in order to be eligible for GVEC POWER UP grant funding.
  - Example 1: GVEC's service area does not share overlapping territory with cities outside our geographical boundary lines; however, GVEC does share areas of service within the counties in which they lie. Therefore, certain school, county and service projects in these areas would be eligible for grants.
  - Example 2: Cities located within the outer geographical boundary lines of the GVEC service territory, even though not served by GVEC, are eligible for POWER UP grant funding. Some examples of cities in this situation that would be eligible are the City of Seguin, City of Gonzales, City of Cuero, etc. Non-profit organizations, schools, and county projects within the outer boundary lines are also eligible for grant funding.
- Project must be capital in nature or new project oriented and not something that the organization regularly does (no standard, ongoing projects, programs, or activities will be eligible). This grant is intended to provide funding for start-up costs, not ongoing activities or expenses.
- Project must be completed within 12 months of the date the grant money is awarded.
- This grant program is intended to provide finishing grants. If your organization is asking for partial funding of a larger project, you must include a total budget plan that clearly shows how you will complete the project within 12 months (ex: where the rest of the funds are coming from to finish the project).
- Property owner must be the applicant.
- The organization must contribute to the community's health and/or welfare.
- The organization's services must be non-discriminatory in nature.
- Upon completion of the project, the grant recipient must furnish a final completion report on the project, including receipts for materials, supplies, etc., related to the use of POWER UP grant funds.
- Organizations receiving grant funding should provide signage on the completed project, where applicable, showing GVEC POWER UP support.
- Organizations receiving grant funding will be contacted by the GVEC Communications Department to gather information and project photos (as applicable) for posting on the online POWER UP scrapbook on [www.gvec.org](http://www.gvec.org) and for possible inclusion in The GVEC Review member magazine.

### **Not Eligible for Grants**

1. Completed projects, debt-reduction campaigns, long-range projects that will take longer than 12 months to complete, scholarship programs, religious or church-sponsored facilities limited to church membership, general operating costs, office or administrative projects and equipment, land acquisition projects, computer equipment and software, and standard ongoing projects, programs, or activities.
2. Training programs for staff where the value would be lost if the employee left the organization.
3. Ineligible organizations include for-profit entities, individuals, and professional associations. (A professional association is usually a nonprofit organization that seeks to further a particular profession, the interests of individuals engaged in that profession, and the public interest.)

### **Evaluation Factors**

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

- **PROJECT IMPACT** - Project impacts community-wide or county-wide as opposed to a project that impacts a smaller area or group.
- **MATCHING FUNDS** - Preference will be given to projects that have at least 20% matching funds
- **PARTNERSHIP & COMMUNITY INVOLVEMENT** - Is the project receiving in-kind support or services?
- **LETTERS OF SUPPORT** - Does the community support this project? Did the organization have community leaders write letters of support?
- **POWER UP (PU) GRANT HISTORY** - Preference will be given to organizations that have not previously received a PU grant. Organizations cannot apply for PU grants for 3 years after they receive a PU grant.
- **PUBLIC ACCESSIBILITY** - Does the project include public educational outreach or demonstration component?
- **PROJECT BUDGET** - Is the project budget clear and concise? Does the budget add up correctly? If grant request doesn't cover the cost of the entire project, has the organization clearly shown the ability to complete financing for the project? Does the application include bid proposals or estimates for all items over \$1,000?
- **WELL-PREPARED PACKET** - Is the project well-defined and thought-through with a clear objective and reasonable budget and timetable?
- **PROJECT VALUE** - Ranks the overall worthiness of the project in building and enhancing communities within the GVEC service area.

### **Application Deadlines**

There will be two funding cycles per year. Grants are due February 15 (for grant decisions announced in April) and August 15 (for grant decisions announced in October) each year.

**Applications must be received (NOT postmarked) at any GVEC office by 5 p.m. on the day of the deadline.**

If the deadline falls on a holiday or weekend, the deadline is extended to the next regular business day.

All documentation, including IRS exemption determination letter, must be received by the end of business on the deadline date in order to be eligible.



# POWER UP Grant Program APPLICATION

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Mail or deliver completed application to:  
GVEC POWER UP Grant Program  
P. O. Box 118 825 E. Sarah DeWitt Dr.  
Gonzales, Texas 78629

Typical grants are up to \$20,000. Higher amounts may be awarded on occasion, due to wide scope of impact.

## ORGANIZATION INFORMATION

Date: \_\_\_\_\_

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

Mailing Address: \_\_\_\_\_

City/State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Name/Title of Project Contact: \_\_\_\_\_

Address of Project Contact: \_\_\_\_\_

Contact Phone: \_\_\_\_\_ Email: \_\_\_\_\_ Fax: \_\_\_\_\_

Title of project: \_\_\_\_\_

Physical address of the project: \_\_\_\_\_

Amount of grant request: \$ \_\_\_\_\_ Total project cost: \$ \_\_\_\_\_

Population of area served/Number of people affected by project \_\_\_\_\_

Owner of the property for which grant is requested \_\_\_\_\_

This application must be signed by the chief executive officer of the property owner requesting the grant

Name of person authorizing the application (print): \_\_\_\_\_

Title of person authorizing the application: \_\_\_\_\_

Daytime Phone: \_\_\_\_\_

Signature: \_\_\_\_\_

### **This application must be accompanied by:**

- Project description (1-2 page maximum)
- Project budget (Include bid proposals or estimates for any items over \$1,000)
- Project timeline (1 page maximum)
- List of board of directors and their addresses

- List of matching donations and in-kind contributions, along with supporting documentation for such
- IRS tax-exemption determination letter (Not tax-exempt form, but letter from IRS stating non-profit status **must** be attached to be eligible)
- Letters of support

The project must fit one of the following 6 funding categories. Circle the appropriate category below:

- |             |                          |                                     |
|-------------|--------------------------|-------------------------------------|
| Education   | Youth Programs           | Community Development               |
| Health Care | Civic/Community Outreach | Public Safety/Service Organizations |