



La Plata Electric Association, Inc.

A Touchstone Energy<sup>®</sup> Cooperative 

## Mission Statement

*La Plata Electric Association provides its members safe, reliable electricity at the lowest reasonable cost while being environmentally responsible.*

## Educational Donation Grant Application Organization or Charity

### Application Instructions – Grants \$5,000 or less

Please Type – applications filled out in pencil or ink will be returned!  
Filing application electronically is strongly encouraged.

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#### Who is eligible to request assistance?

Applicants must be current LPEA members living within the LPEA's territory.

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#### How do I apply for assistance?

Any non-profit organization with a specific funding need can make application to La Plata Electric Association, Inc. Forms are available by calling 970-382-3505, requesting via email – [jbennett@lpea.coop](mailto:jbennett@lpea.coop), or located on LPEA's web site at [www.lpea.coop](http://www.lpea.coop).

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#### What additional information should I include with my form?

In addition to filling out the form COMPLETELY, consider following these guidelines:

- Make a specific request, telling the board exactly how much money you request and how you intend to use the funds.
- If the funds are being requested to purchase a new item or for a repair, please include two or three bids for the item or work. The LPEA board encourages that at least one bid be from a vendor or supplier in the La Plata Electric service territory if possible.
- List other sources of funding or assistance that are available to you; outline which sources you are pursuing, the amounts requested, and any amounts already awarded.
- Signatures and/or letter(s) from listed references are required.
- Any additional information you can supply in the form of a letter is extremely helpful to the board in making decisions regarding these requests.

LPEA is an equal opportunity provider and employer M/F/Disability/Veteran.

If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Discrimination Complaint Form, found online at [http://www.ascr.usda.gov/complaint\\_filing\\_cust.html](http://www.ascr.usda.gov/complaint_filing_cust.html), or at any USDA office, or call (866) 632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter to us by mail at U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, by fax (202) 690-7442 or email at [program.intake@usda.gov](mailto:program.intake@usda.gov).



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- All applications must include the organization's most recent financial statement, budget (if available), and a copy of the organization's non-profit letter from the IRS.
- An email address is required.
- Are you interested in making a five (5) minute presentation to the board before they consider your application?
  - Yes
  - No

**When is the deadline for application submissions?**

Applications received by the first of each month will be considered at that month's regular board meeting.

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**Is there a limit to the amount I can request?**

The board will consider grant requests up to \$5,000. Be aware there are limited funds available each month. Limits are set by the board during review of the application(s). If you have any questions about these limitations, contact Jeannie Bennett at LPEA (970) 382-3505 or via email – [jbennett@lpea.coop](mailto:jbennett@lpea.coop).

**Filing electronically in PDF format is strongly encouraged.**

The completed forms should be sent electronically to:

[jbennett@lpea.coop](mailto:jbennett@lpea.coop)

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**How quickly will the board respond to my request?**

You will be contacted when a decision is made regarding the request. If you need assistance completing the application or have any other questions about the application process, don't hesitate to contact Jeannie Bennett at LPEA (970) 382-3505 or via email [jbennett@lpea.coop](mailto:jbennett@lpea.coop).

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**EDUCATIONAL DONATION APPLICATION  
ORGANIZATION OR CHARITY  
La Plata Electric Association, Inc.  
P.O. Box 2750  
Durango, Colorado 81302**

***Please complete all information. Applications must be typed. Incomplete applications, applications written in ink or pencil will not be considered. Filing application electronically in PDF format is strongly encouraged.***

**Name of Organization:** \_\_\_\_\_

**Name of Representative:** \_\_\_\_\_

**Title:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

**Address:** \_\_\_\_\_ **City & State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_ **City & State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_

**Work Phone:** \_\_\_\_\_ **Cell Phone:** \_\_\_\_\_ **Home Phone:** \_\_\_\_\_

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1. What is the cause (unmet need, problem) for which you are seeking assistance?
2. Is this request for a new cause, continuation of services, increased demand, or an improvement/modification to what you have been doing?
3. What is the population and circumstances of those who will benefit?
4. What geographical area does your organization serve?
5. What is your step-by-step action plan?
6. How will you measure your effectiveness?
7. What is the total amount of funding you are requesting for this project from the LPEA?
8. What is the total amount of funding needed for this project? List the other sources of funding you have requested for this project. Please state – **Requested or Received** next to the funding source(s) you have listed.

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9. Is your organization exempt from the payment of income tax? \*Include an IRS determination certificate.

10. Please attach a copy of the detailed budget for this project, and a copy of your most recent financial statement.

11. Are you a United Way Agency? \_\_\_\_\_ How many years \_\_\_\_\_?

12. How many individuals, families or groups did your agency serve last year?

13. Are you interested in making a five (5) minute presentation to the board before they consider your application?

- Yes
- No

14. Please list three references.

Name _____	Signature _____	Phone _____
Address: _____	City/State _____	Zip _____

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The information contained in this statement is for obtaining funding from La Plata Electric Association, Inc. for educational/ special projects and programs. The undersigned understands that the information provided herein is used in deciding to grant funding, and the undersigned represents and warrants the information provided is true and complete and that the grant reviewer (La Plata Electric Round Up Foundation board of directors acting on behalf of the LPEA board of directors) may consider the statement as continuing to be true and correct until a written notice of change is provided. The grant reviewer (La Plata Electric Round Up Foundation board of directors acting on behalf of the LPEA board of directors) is authorized to make all inquiries they deem necessary to verify the accuracy of the statements made herein. You may use my organization's photo and/or name in LPEA's publications to promote LPEA's special project grant program.

Name of Organization: \_\_\_\_\_  
Signature of Representative: \_\_\_\_\_  
Date: \_\_\_\_\_

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