Rappahannock Electric Cooperative
A Touchstone Energy® Cooperative

Community Grant Application

Application Information:

Legal Name of Organization: _____ Date of Application: _____

Title of Project: _____ Year Founded: _____

Current Annual Operating Budget: $ _____

If your organization is a previous recipient of a grant from REC, what year did that occur? _____

Are you currently receiving program funding from another source (i.e. United Way Program Funding)?

_____

If yes, identify one or two primary funding sources and the amount you received:

_____ $ _____

_____ $ _____

Organization Type: (Please choose one that best describes your organization)

☐ **Education:** individual or groups of teachers, from grades K-12 who demonstrate creative teaching methods to students of REC members.

☐ **Emergency Service:** emergency units served by REC or who provide services directly to REC members.

☐ **Community:** non-profit organizations served by REC or whose services directly benefit REC members.

Project Information:

School Principal or Executive Director: _____

School Name (if applicable): _____

Project Contact Person & Title: _____

Contact's Mailing Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ E-mail: _____

Purposes of Grant (one sentence): _____

_____

Project Details:

Beginning Date of Project: _____ Ending Date of Project: _____

Amount Requested: ☐ $5,000 ☐ $2,000 Total Project Cost: $_____

County/Town Project Served: _____

Locality Served (e.g. Clarke County) _____

Number of students/members the project will benefit (please check one):

☐ 1—24   ☐ 25—49   ☐ 50—99   ☐ 100—299   ☐ 300+

Project Descriptions:

Instructions: Please structure your proposal to provide the following information in the order indicated. Use the headings and subheadings provided. Include a complete description of the project for which funding is requested. Do not exceed three typed, double-spaced pages for the narrative. Type should be no smaller than 12 points. The description should include:

A. Narrative

1. Organization Information
   - Summarize your organization's history
   - State your mission and goals, future challenges, and long-range plans
   - Discuss current programs and activities
   - Highlight accomplishments
2. Purpose of Grant
   - Describe the proposed program or project
   - Identify the needs/problems to be addressed and the target population
   - Define the project as a new or continuing program
   - Identify other organizations, partners, or funders participating in the project and their roles
   - Discuss your timetable for implementation and long-term funding resources
3. Evaluation
   - Describe your plan to document progress and results

B. Attachments

1. Budget
   - Provide a one-page typed budget for the project
   - Specify the budget period (i.e. January 1, 2018 to December 31, 2018)
   - Include an analysis of the projects total cost and the amount requested for the grant
   - Provide specific information regarding other funding sources to support the project including in-kind services
2. Letter of Reference
   - Provide two typed letters of reference from recipients of your services, or another community partner of your choice

Deadline:

Applications can be **postmarked, e-mailed** or **hand delivered** to any REC office by **October 15, 2021**. **Please do not staple any part of the application**. All correspondence should be sent to the attention of:

Lindsey Edwards, Public Relations Specialist
Rappahannock Electric Cooperative
P.O. Box 7388, Fredericksburg, VA 22404
Phone: 540-891-5899; E-mail: communitygrant@myrec.coop

I have reviewed this proposal and found it to be in keeping with the school's or organization's overall objectives.

_____   _____   _____
Applicant's Signature   Print Name   Date

_____   _____   _____
Principal/Board Chair/Exec Director Signature   Print Name   Date