

Freeborn Mower Cooperative Services Charitable Services Trust Information and Guidelines

(Revised January 2010)

The FMCS Charitable Services Trust is funded and governed by Freeborn-Mower Cooperative Services and supports individuals and organizations within Freeborn or Mower Counties. In the event applications are received outside the two above mentioned counties, the requests will be reviewed on an individual basis.

Please use the following as a guide.

- ⌚ Requests must be for *charitable, education or nonprofit agencies only*. Charitable status or a 501(c)(3) letter is not required, but applicant must affirm the funds will be used for the purpose requested.
- ⌚ Donations up to \$500 for organizations and up to \$1,000 for individuals, rural volunteer fire departments and first responder units within Freeborn and Mower counties.
- ⌚ **One application per project or event accepted per year.**

The FMCS Charitable Services Trust will accept applications to fund the following activities:

- Individual members in need due to circumstances beyond their control eg: fire, tornado, natural disaster, illness
- Education, art, music or theatrical programs at public or private schools, or provided through community organizations
- Public library programs or improvements
- Leadership or business clubs or events sponsored by a school or community organization
- Teen, community or recreation center improvements
- Equipment for athletic teams that remains relatively fixed in place such as soccer goals, basketball backboards, scoreboards, swimming pool equipment, etc.
- Other clearly defined youth programs including 4-H & FFA
- Project Prom and Project Graduation type events may receive a maximum of \$200 per year

The FMCS Charitable Services Trust will not accept applications to fund the following:

- General operating, tax or payroll expenses
- Individual or group registration fees or travel expenses (field trips, camp, etc.)
- Scholarship programs or individual scholarships
- Political causes or lobbying
- Advertising
- Meals, snacks and beverages
- Projects of religious denominations, unless the expenditure is directed to the benefit of the community at large (e.g., all youth, or all elderly, etc.) and is not limited or offered primarily to members of that denomination
- Repairs and improvements to private property or that of religious denominations
- Organizations or programs outside FMCS' service territory, unless a direct benefit is provided to a significant number of FMCS customers
- Uniforms, personal athletic equipment, or general sponsorships for little leagues, traveling teams, youth clubs, etc.
- Individual medical expenses to health care facilities
- Projects substantially completed by the grant application deadline
- Specific community foundations, unless the application designates a specific project

Application Process

1. There are four application periods each year. Deadlines are set quarterly by the FMCS Charitable Services Trust Board of Trustees. To be considered for funding within an application period, application must be received by FMCS, or post marked, on or prior to the application deadline. Deadlines for applications are determined by trustees and are subject to change.
2. FMCS Charitable Services Trust Board of Trustees will review and forward award recommendations to Freeborn-Mower Cooperative Services for payment.
3. All applications must include details of how the funds will be used. For example “to purchase 200 books for the summer reading program” is acceptable detail, while “expenses for the summer reading program” is unacceptable. Please be brief and specific; there will not be any requests for additional information.
4. FMCS will notify all applicants as to the status of their requests and forward payment for approved donations in a timely manner after the FMCS Charitable Services Trust Board of Trustees reviews the applications. FMCS reserves the right to reject any FMCS Charitable Services Trust Board of Trustees recommendation.
5. In subsequent rounds, the organization requesting funds may be required to document that the funds previously received were used in the manner that they were requested. If future applications are anticipated, records should be kept for this purpose.

The policy does not include economic development incentives or donations nor does it cover material or labor, cups/napkins, etc. It strictly relates to monetary donations.