



## **Guidelines 2020**

### **PURPOSE**

The Freeborn-Mower Cooperative Services (FMCS) Trust will be funded by Operation Round-Up contributions from participating members of FMCS. The contributions will be used to fund local charitable and educational organizations in Freeborn & Mower Counties. This program gives back to the community – one of the seven cooperative principles.

### **ELIGIBILITY**

- Requests must be for charitable, educational or non-profit organizations only.
- Non-profit organizations that serve communities located within Freeborn & Mower Counties.
- Applications accepted once a year per project or event.
  - Organizations may apply additionally throughout the year for a different project | event
    - ***However, we ask that you prioritize your annual requests as funds are limited. Previous grant awards to your organization will be weighed when reviewing subsequent applications.***
- Charitable status or 501 ( c ) (#) organizations only.
- Application must be received or post-marked by the deadline date and be **for a project or event in the future (will not grant projects in the past).**

### **GRANT LIMITS**

- **\$300** per school for After-Prom and/or After-Graduation Events.
- **\$300** for Booster Clubs – Athletic/School
- **\$500** per project/event for an organization.
- **\$2,000** annually for volunteer fire departments or first responder units serving the areas within Freeborn & Mower Counties.

### **REQUIREMENTS**

- Completed application form submitted before deadline.
- Non-profit organization in Freeborn and/or Mower County. (***Proof of non-profit status; IRS Determination Letter or 501c to accompany all applications***)
- If funds are requested to purchase a new item or for a repair, please include two (2) bids for the item or work. At least one bid should be from a vendor or supplier within the FMCS territory if possible.
- Documentation of purchase or verification of receipt of the grant dollars.

## EVALUATION FACTORS

- Potential benefit to area residents and the entire community.
- Geographic area served.

## EXAMPLES OF **ALLOWED** EVENTS/PROJECTS (but not limited to):

- 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 & events.
- Equipment for athletic teams that remains relatively fixed in place, such as; soccer goals, basketball backboards, scoreboards, swimming pool equipment, etc.
- Clearly defined youth programs including 4H & FFA.
- After-Prom Events and After-Graduation Events

## EXAMPLES OF **NOT ALLOWED** EVENTS/PROJECTS:

*Please do not apply for any of the following*

- General operating, tax or payroll expenses.
- Individual or group registration fees (field trips, camps, etc.) that are deemed primarily recreational.
- Political causes or lobbying.
- Advertising
- Projects of religious denominations, unless the expenditure is directed to the benefit of the community at large (all youth, 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 of FMCS service territory, unless a direct benefit is provided to a significant number of FMCS members.
- Uniforms, personal athletic equipment, or general sponsorship for little leagues, traveling teams and youth clubs, etc.
- Specific community foundations, unless the application designates a specific project.

## APPLICATION DEADLINE

- Grants are considered and awarded on a quarterly basis.
- **Deadlines to apply are: March 15, June 15, September 15, and December 15. \***
- Trustee meetings are held the beginning of April, July, October and January.
- Projects completed prior to trustee meetings may not be funded.

Please apply early for best consideration.

**\* Funds are disbursed approximately one month after each deadline.**

Inquiries may be made to [dschroeder@fmcs.coop](mailto:dschroeder@fmcs.coop)

Grants awarded are based on information provided to the Board of Trustees of the Operation Round-Up Program.



**Application  
2020**

2501 E. Main Street | PO Box 611  
Albert Lea MN 56007  
507-379-8841 · 1-800-734-6421  
F: 507-369-0259

*Only non-profit, charitable organizations will be considered for funding.  
501 c (#) form or IRS Determination Letter is **required** with each application.  
**Failure to provide, will delay or may disqualify application.**  
**Please provide documentation with each application.***

**Applicant | Organization Name:** \_\_\_\_\_ **Date:** \_\_\_\_\_

*(Check will be made out to organization name and mailed to this address below)*

**Contact Person:** \_\_\_\_\_ **Title:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**Organization Address:** \_\_\_\_\_ **City:** \_\_\_\_\_

**State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_ **County:** \_\_\_\_\_ **Additional Contact Info:** \_\_\_\_\_

**Mailing Address if different from above** \_\_\_\_\_

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

**Amount Requesting:** \$ \_\_\_\_\_ **Total Amount of Project or Event:** \$ \_\_\_\_\_

**How Many People Benefiting From This Project or Event:** \_\_\_\_\_

**Has Your Organization Received a Previous Grant From ORU:** \_\_\_\_\_ **If Yes, When:** \_\_\_\_\_

**What Project or Event was the Previous Grant For:** \_\_\_\_\_

**PROJECT DESCRIPTION**

**Name of Project or Event:** \_\_\_\_\_

**Funds will be used for:** \_\_\_\_\_

\_\_\_\_\_

**How Project or Event Benefits Community:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Organization History: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Organization mission & goals: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Other Revenue Sources: \_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_ I will allow a photo with my name & organization to appear in FMCS publications| Social Media.

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

*If organization applying is a school,  
must be signed by the principal of the school.*

**APPLICATION CHECKLIST**

- Applicant is nonprofit or charitable organization
- 501 c (#) or IRS Determination Letter is included
- If school applying – must be signed by Principal
- Is project or event after the meeting date
- Request meets guidelines

**Return Completed Form To:**

Dawn Schroeder  
Freeborn-Mower Cooperative Services  
2501 E. Main Street | PO Box 611  
Albert Lea MN 56007  
[dschroeder@fmcs.coop](mailto:dschroeder@fmcs.coop)