



# BUTLER RURAL COMMUNITY CONNECTION

## Non-profit organization application

Mail **SIX** completed applications and supporting materials to:  
Butler Rural Community Connection  
3888 Stillwell Beckett Road  
Oxford, Ohio 45056

Butler Rural Community Connection is made possible by Butler Rural Electric Cooperative members and employees who voluntarily contribute to the program. A five-person volunteer board of trustees meet twice a year to choose grant recipients. Board members are Butler Rural Electric Cooperative members, which ensures the grant decisions are made in the best interest of the community.

### Keep in mind:

- The maximum grant amount is \$5,000, but no request is too small.
- You may attach up to two additional pages with the application if necessary. Do not exceed five pages total.
- Include a list of itemized costs for the project. A portion of the amount requested may be awarded if the Community Connection board does not fund the entire grant.
- If you are requesting a specific type of equipment, include a picture or description of the item. Many groups include advertisements from vendors that list the price and description of the item. This will not commit you to a specific vendor.
- Grants for Apple devices must be purchased by the organization or grant recipient. Butler Rural Community Connection will reimburse your organization or the purchaser.
- Funds are awarded in March and September. Grant application deadlines, Community Connection board of trustee meeting dates, and grant recipients are on the cooperative’s website, [butlerrural.coop](http://butlerrural.coop) > Community > Community Connection.
- Six printed, completed applications and supporting materials must be submitted to Butler Rural Electric Cooperative by 5 p.m. on the day of the grant application deadline. Applications must be received at the cooperative’s office by the deadline, not postmarked or emailed by this date.
- Grant applicants will be contacted by letter after the Community Connection board of trustees meeting.
- Questions can be directed to Lisa Staggs Herrmann, director of member and community relations, by calling 513-867-4406 or by e-mail, [lisas@butlerrural.coop](mailto:lisas@butlerrural.coop).

### ORGANIZATION INFORMATION

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

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

Location where grant funds will be used: \_\_\_\_\_

*For example, if the organization is located in Dayton but the funds will be used in Eaton, the Eaton location should be listed above.*

Contact person: \_\_\_\_\_

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

E-mail: \_\_\_\_\_

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

Mailing address: \_\_\_\_\_

Does your organization have tax exempt status under IRS section 501(c)(3)?  Yes  No  
If yes, please supply a copy of your organization's IRS 501(c)(3) tax-exempt entity determination letter.

**GRANT INFORMATION**

Grant amount requested: \_\_\_\_\_

What percentage, if any, is generated by levies and/or tax dollars? \_\_\_\_\_

Other funding sources: \_\_\_\_\_

**Briefly** describe the project or program for which funding is being requested:

*Description must be confined to the text box below. Do not submit attachments with additional wording.*

**Briefly** describe the people who would benefit from this project or what type of impact it would have:

*Description must be confined to the text box below. Do not submit attachments with additional wording.*

Cities/townships that would benefit from this project or program:

If full funding is not received, how would reduced funding impact the project?

How do you plan to evaluate the success of the project/program?

Should this award be granted, it is expected that all funds be used within one year of the award date. If special circumstances prevent the use of the funds by the deadline, contact Lisa Staggs Herrmann by calling 513-867-4406 or by e-mail, [lisas@butlerrural.coop](mailto:lisas@butlerrural.coop).

Butler Rural Electric Cooperative does not endorse or recommend any of the products or services purchased through the Community Connection grant process.

**The application must be signed by the organization's president and the contact person for future questions and correspondence.**

President signature: \_\_\_\_\_

Printed name: \_\_\_\_\_

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

Contact person signature: \_\_\_\_\_

Printed name: \_\_\_\_\_

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

**Do not submit application until the following items have been included:**

- Six completed applications
- Itemized list with costs (per unit) involved
- Photo of the item(s) or project, if available
- President and contact person signature

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