

This form is required for all grant requests through the Southern Pioneer Electric H.U.G.S Team Grants Program. Requests that are incomplete or unsigned as well as those submitted in another format will be returned. Please remember to include all required support materials noted. Application and supplying all items required does not guarantee funding.

Instructions:

1. Complete entire form. Be sure to answer all questions completely.
2. Attach any support materials.
3. Mail the completed form and other material to:
H.U.G.S. Team Grants Program
C/O Rae Gorman
P.O. Box 368
Ulysses, KS 67880

If necessary, the Southern Pioneer Electric staff may request additional information about the organization, its proposal, general objectives of the project or an on-site visit by a representative. Documents submitted along with this grant request will not be returned.

Application

Name of Project/Program	Amount Requested (Max \$10,000)
Project Timetable From: _____ To: _____	Date Funds are Needed

Organization Information

Organization Name	Organization Website	
Address	Phone	
City	State	Zip
Organization Contact	E-Mail	
Grant Writer (if different than contact)	Phone	E-mail

Primary Service category of your organization (please circle)

Human Needs Education Culture and Art Civic Environment

***If multiple organizations are partnered on this project, please print multiple (page 1) and submit with original application. One organization must accept responsibility of being the liaison to Southern Pioneer Electric and abide by the terms and conditions of billing. This organization's form should be at the front of the application and be indicated here:

Check box if multiple organizations are participating:

Check box if this organization is the liaison for the project:

Authorization

**Has the organizations Executive Director or Chief Staff Officer authorized this request?
(please circle) Y or N**

The organization's Executive Director or Chief Staff Officer or an officer of its governing body must sign this form. The undersigned, an authorized officer of the organization, does hereby certify that the information set forth in this grant request is true and correct, that the Federal tax exemption determination letter attached hereto has not been revoked and the present operation of the organization and its current sources of support are not inconsistent with the organization's continuing tax classification as set forth in such determination letter.

Authorized Officer Signature		
Date		
Print Name	Title	Phone

Support Materials

Please provide the following documents:

1. Attach a Federal tax exemption determination letter indicating 501(c)(3) status for the organization presenting the application.
2. Attach an authorization letter/statement from any land/property owners of any project associated property.

3. Please attach a written statement or letter detailing the answers to the following questions:
 - a. Please describe the project/program for which funding is being requested.
 - b. What are the goals of this effort? How does this effort address a community need?
 - c. Please describe the population targeted by this project. i.e. How many people will be impacted? Age: youth, adults seniors; gender; geographic scope: community, county, state
 - d. Explain how you have measured or will measure the success of the program/project?
 - e. Provide a detailed budget for the project.
 - f. How did you determine the amount to request from us? Why is this a reasonable amount and how does it compare to the total budget of the project/program?
 - g. What other sources of funding are committed or requested at this time? (Please identify the name of each source and whether it is 'committed' or 'requested'.)
 - h. How will Southern Pioneer Electric H.U.G.S Team be acknowledged?
 - i. List any employees or retirees of Southern Pioneer Electric Company who have provided assistance with this application, project, or organization.