NHEC FOUNDATION

GRANT APPLICATION GUIDELINES

Overview

The NHEC Foundation provides grant funding to support nonprofit organizations and community programs that benefit New Hampshire Electric Co-op members and strengthen New Hampshire communities.

At a Glance

- Applicants must be 501(c)(3) nonprofit organizations or apply through an eligible fiscal agent.
- Projects should demonstrate meaningful benefit to New Hampshire Electric Co-op members.
- Grant awards typically start at **$5,000**.
- Applications are reviewed twice annually by the NHEC Foundation Board of Trustees.

Before You Apply

New applicants are encouraged to review the eligibility requirements and use the eligibility inquiry sheet before submitting a full grant application. Strong applications clearly explain the community need, project impact, geographic reach, and expected outcomes.

I. ELIGIBILITY

Applicants must be recognized as tax-exempt under Section 501(c) (3) of the Internal Revenue Code. Organizations are eligible for one grant every 12 months. Organizations that have already received a grant are required to report on how the funds were used via the NHECF Grant Report before they are eligible to receive another grant. For new organizations: to determine if your program or project is a good fit to receive NHEC Foundation grant funding, please use our eligibility inquiry sheet before submitting your full grant application.

II. GEOGRAPHIC FOCUS

Organizations (or the program) must be located in New Hampshire and demonstrate their program or project will significantly impact New Hampshire Electric Co-op members. An organization may be in a town not served by the Co-op, however if an applicant can demonstrate the program/project will positively impact co-op members, they are still eligible to apply for grant funding. Click here to view towns served by NHEC.

III. WHAT WE LOOK FOR

- Programs/projects that have a direct impact/benefit for members of New Hampshire Electric Co-op (view towns served by NHEC here).
- Programs/projects that demonstrate a strong community association and connection.
- Programs/projects that without grant funding from NHECF might not succeed/move forward.
- Organizations that clearly demonstrate they can encumber a grant from NHECF and that have clearly outlined their goals, objectives and measures of success.

IV. PROJECTS WE TYPICALLY FUND

The Foundation typically gives priority to the following areas:

- NHEC Member assistance with electric expenses through the Project Care Program
- Food security
- Seniors
- Youth
- Veterans

V. PROJECTS WE DO NOT FUND

- Sporting events and individual teams or leagues
- Religious or political programs/projects
- Deficit reduction or expenses that have already been incurred
- Programs that are typically the responsibility of federal, state, or municipal funding
- Operating expenses
- Cultural Art Programs
- Land or Historic Preservation
- Stand-alone electric service, electric service improvements, or other energy-related projects that may benefit from program incentives offered by New Hampshire Electric Cooperative

VI. A COMPLETE GRANT APPLICATION

Application Checklist

- Completed application questions, including organizational overview and proposed project description.
- Clear explanation of how the project or program benefits the community and NHEC members.
- Goals, objectives, timeline, and expected measures of success.
- Geographic areas served and description of community or volunteer support.
- Program or project budget specific to the funding request.
- Board of Directors listing.
- Website link to the organization's most current 990 or audited financial statements.
- IRS tax determination letter confirming 501(c)(3) nonprofit status.

A. Application Questions:
   1. Organizational overview
   2. Proposed project description
   3. How will it enhance/benefit the community
   4. Goals/objectives of the program
   5. Geographic areas served
   6. Community/volunteer support
   7. Program timeline
   8. Other support

B. Program/Project Budget
   1. The project budget should include information that pertains to the specific project or program for which funds are being requested.

C. Board of Director Listing

D. A website link to the organizations most current 990 or Audited Financial Statements

E. IRS Tax Determination Letter of 501(C)3 non-profit status

VII. GRANT AMOUNTS

Grant awards typically start at **$5,000**. The Foundation encourages applicants to consider not only their immediate funding needs, but also how a larger investment could help expand programs, reach more people, strengthen organizational capacity, or create greater community impact. Applicants are encouraged to request funding at or above this level when supported by organizational goals and opportunities for growth. The Board of Trustees retains the authority to make exceptions and may approve grant awards that exceed the requested amount when deemed appropriate.

VIII. FISCAL AGENTS

Non tax-exempt organizations can only apply through a fiscal agent which is a 501(c) (3) and which signs a fiscal sponsorship agreement as part of the application process. Oftentimes, fiscal agents are religious organizations. While the Foundation does not award grants for religious purposes, religious organizations can receive funding as a fiscal agent.

IX. CHALLENGE GRANTS

For projects that still require substantial funding, the Foundation may offer a challenge grant. Under this arrangement, organizations are asked to secure the remaining funds needed to ensure grants are being expended for the intended purposes and that money will not have to be returned because a project fails to execute.

X. MULTI-YEAR GRANTS

The Foundation may consider multi-year grants for programs or projects that demonstrate sustained community benefit, strong alignment with Foundation priorities, and a clear need for continued support beyond a single grant cycle. Multi-year requests should describe the full scope of the work, the amount requested for each year, the expected outcomes, and how progress will be measured over time. Applicants should also explain how the organization will use Foundation support to strengthen long-term impact, leverage additional funding, or move the program toward sustainability.

Approval of a multi-year grant does not guarantee automatic payment in future years. Continued funding may be contingent upon satisfactory progress, submission of required grant reports, availability of Foundation funds, and approval by the Board of Trustees. The Foundation reserves the right to adjust, pause, or discontinue future-year payments if project goals, organizational circumstances, or Foundation priorities change.

XI. GRANT REPORTING GUIDELINES

Grant recipients are required to submit a grant report documenting how funds were used, the progress made toward the stated goals and objectives, the number of individuals or communities served, and the overall impact of the grant. Reports should include a brief financial summary showing how Foundation funds were spent, any changes to the project timeline or scope, and, when available, stories, photos, or examples that demonstrate the benefit to NHEC members and New Hampshire communities.

For one-year grants, a final grant report is due before the organization is eligible to apply for or receive another grant from the Foundation. The report should confirm that the grant funds were used for the approved purpose and describe whether the project was completed, delayed, modified, or is still in progress.

For multi-year grants, recipients are required to submit an annual progress report before any future-year payment is released. The annual report should describe progress toward the approved goals, outcomes achieved to date, any challenges or changes to the project, and how the previous year's funds were spent. Continued funding may depend on satisfactory reporting, demonstrated progress, continued alignment with Foundation priorities, and availability of Foundation funds.

XII. AWARD RECOGNITION GUIDELINES

Grant recipients are expected to acknowledge support from the NHEC Foundation in appropriate public communications related to the funded program or project. This may include press releases, newsletters,

websites, social media posts, event materials, signage, annual reports, or other promotional materials. Recognition should clearly identify the NHEC Foundation as a funder and should be consistent with the size, purpose, and visibility of the grant award.

Use of the NHEC Foundation name, logo, or related branding must follow any logo files, brand standards, or written guidance provided by the Foundation. Recipients may not alter, redraw, distort, recolor, or otherwise modify the Foundation logo. The logo should be used only in connection with the approved grant-supported program or project and may not be used in a way that suggests endorsement of unrelated activities, products, services, political positions, or organizations.

The Foundation may request an opportunity to review materials that include the NHEC Foundation name or logo before publication or distribution. Grant recipients should notify the Foundation in advance of major public announcements, events, or media opportunities related to the grant so the Foundation may participate, share the news, or coordinate recognition as appropriate. Failure to use the Foundation name or logo appropriately may affect eligibility for future funding.

Sample recognition statement: "This project is supported in part by a grant from the NHEC Foundation, which supports nonprofit organizations and community programs that benefit New Hampshire Electric Co-op members and New Hampshire communities."

Social media guidelines: Grant recipients are encouraged to recognize the NHEC Foundation on social media when announcing the grant award, sharing project milestones, promoting grant-funded events, or reporting project outcomes. Posts should accurately describe the Foundation's support, use the Foundation name consistently, and include the NHEC Foundation logo only when an approved logo file has been provided. Recipients should avoid editing or overlaying text on the logo and should ensure that any photos, captions, or tags are appropriate and directly related to the grant-supported program or project.

When possible, recipients should tag or mention both NHEC or the NHEC Foundation in social media posts and may share posts with the Foundation so they can be reshared through NHEC channels. Social media recognition should be timely, and consistent with the approved purpose of the grant.

XIII. WHEN & HOW TO APPLY

The NHEC Foundation Board of Trustees meet and review proposals twice annually in the months of May, and October. Applications and supplemental information are due no later than 4:30 p.m. on the 1st day of the month in which the Board meets. If the deadline falls on a weekend, the deadline will be to the first business day following the first of the month. Applications can be submitted through our online grant management portal on our website. Each organization applying for funding must create a unique username and password to access grant application documents, including grant reporting filings.

For questions, please contact Sara Thielbar, NHEC Foundation, 579 Tenney Mtn. Hwy, Plymouth, NH 03264 – foundation@nhec.com – 603-381-0009

All grant requests will be approved and allocated solely by the NHEC Foundation Board of Trustees. The NHEC Foundation reserves the right to accept or reject any request for support.