



# Education Experience Program Application

## Supporting Education and Non-Profit Organizations

The Valley Telephone Cooperative Foundation (Valley) supports educational and other tax-exempt nonprofit organizations within its service areas to strengthen rural communities. Through the Educational Experience Program, the Foundation funds field trips, STEM activities, and enrichment opportunities that expand learning beyond the classroom and broaden horizons for rural youth.

---

### Eligibility

Funds are available to charitable and other tax-exempt entities within Valley's service area, including school districts, tax-exempt nonprofit organizations, and institutions of higher education. Eligible private organizations must be exempt from taxation under Section 501(c) of the U.S. Internal Revenue Code and be located in, and provide services within, Valley's service area. For school-related projects, awarded funds will be distributed directly to the school identified on the application.

---

### Application Process

Interested organizations should submit an application that outlines the project or initiative, its expected impact on the community, school or class, and a detailed budget breakdown.

### Selection Criteria

The Valley Telephone Board of Directors will evaluate each application using criteria that reflect Valley's commitment to customer focus, local dedication, quality, teamwork, and forward thinking, including but not limited to:

- **Community Benefit and Customer Impact:**  
The extent to which the project delivers a positive, meaningful impact on students, educators, or the broader community and enhances the overall experience for those it serves.
- **Local Relevance and Community Alignment:**  
How well the project supports local educational goals and addresses the needs of the rural communities within Valley's service areas.
- **Quality and Budget Effectiveness:**  
The clarity, feasibility, and responsible use of funds to ensure the project is well-planned, achievable, and delivers high-quality outcomes.
- **Organizational Readiness and Collaboration:**  
The applicant's ability to successfully implement, manage, and sustain the project through effective planning, communication, and teamwork.
- **Innovation and Forward Impact:**  
The degree to which the project demonstrates creative thinking, introduces new ideas or approaches, and supports long-term positive outcomes for the community.

## Applicant Information

Instructions: Please type your answers and attach any supporting documents, including a Form W-9, if applicable. Failure to respond to every question may result in delay in consideration or denial of the application.

Requestor Name:

Position:

Phone:

Email:

Name of Organization / Fund Recipient

EIN/Tax ID

Mailing Address

City

Zip Code

## Proposal Information

The funds requested from the Foundation are specifically designated for materials and costs directly related to the outlined project. Please provide details about the intended use of the funds.

Project Title

Amount of Funding Requested:

Have you received funds from the VTC foundation before?

Yes  No

Is this a One-Time or Recurring Request?

- One-Time  
 Recurring

If yes, please provide the date and amount.

## Use of Funds

Describe how the requested funds will be used and provide details about the proposed project or initiative.

Estimated Start Date of the Project:

Estimated End Date of the Project:

Financial Information Invoices or estimates for the proposed project have been attached. If No, please explain.

Total Project Budget

\$

Funds Raised to Date

\$

## How will the request be recognized?

Describe how the foundation will be recognized for its contribution, e.g., through naming opportunities, event sponsorship, promotional materials, etc.

## Additional Sources of Funding

List other funding sources or partnerships involved in this project. List the resource and the amount received.

## Target Audience/Beneficiaries:

What impact will this project have on the students/community? Provide specific information, if possible.

## Media Agreement

Requestor Name:

Project Title:

**Please initial and sign below to confirm your agreement with the Valley Telephone Cooperative Foundation program terms.**

I agree to acknowledge Valley TeleCom in all project-related publicity and communications using the provided Valley logo and the following credit line: "Funded by the Valley Telephone Cooperative Foundation Educational Experience Program."

I agree to promote this award on social media platforms (including X/Twitter, Facebook, and Instagram) by tagging #ValleyFoundation and my school or organization. Posts and photos may be used in Valley publicity.

I agree to ensure that any student appearing in photos or media has permission to be photographed and for their image to be shared on public platforms. An Image Authorization Release Form must be signed for all photo or video subjects included in any media provided to Valley.

I agree to provide photo and/or video documentation of this project, in the manner requested by Valley (e.g., Google upload), and in the highest quality possible. Media may be used in Valley publicity.

By submitting this application, I agree that if my organization is selected for a funding, Valley may identify my organization and use its name and trademarks for limited promotional purposes related to the donation.

I acknowledge that only one application is permitted per educator per school year and that schools may receive multiple awards limited to one per educator.

## Acknowledgement

By signing below, I confirm that the information provided in this request is accurate and complete to the best of my knowledge.

Signature:

Title:

Printed Name

Date