



# Valley Telephone Cooperative Foundation Donation Application

## Supporting Education and Non-Profit Organizations

The Valley Telephone Cooperative Foundation (Valley) offers donations to educational and other tax-exempt non-profit organizations within the service areas of Valley. It is the purpose and mission of the Foundation to strengthen and support the communities in which Valley operates by supporting its local schools, students, families, and health care and other charitable organizations which strive to create thriving local communities.

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## Eligibility

Donations are available to charitable and other tax-exempt entities within Valley's service area, which includes school districts, tax-exempt non-profit 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.

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## Application Process

Interested organizations should submit a donation 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 based on several criteria, including but not limited to:

- **Potential Impact:** The expected effects of the project on the community, school or educational environment.
- **Relevance to Education and Community Impact:** The project's alignment with educational goals and/or its wider community implications.
- **Budget Feasibility:** An assessment of the practicality and effectiveness of the proposed budget in achieving the project's objectives.
- **Applicant's Capability:** A review of the applicant's ability to successfully implement and manage the proposed project.

## Donation Applicant Information

Instructions: Please type your answers and attach any supporting documents. Failure to respond to every question may result in delay in consideration or denial of the application.

Requestor Name:

Position:

Phone:

Email:

School/Non-Profit Name

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 donation.

Project Title

Donation Amount:

Have you received donations from our foundation before?

☐ Yes ☐ No

Is this a One-Time or Recurring Donation?

☐ One-Time

☐ Recurring

If yes, please provide the date and amount of the last donation.

## Purpose of Donation

Describe the specific purposes of the donation and how it will be used. Provide details about the 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 Donation 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.

### **Brief Description of the Project/Initiative:**

Provide a concise description of the project or initiative that needs funding, including the goals and expected impact.

### **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 the following in agreement with the following terms of Valley Telephone Cooperative's Foundation Donation:**

I agree to credit Valley TeleCom in all publicity, advertising, and public notification about this project with the following credit line and Valley logo (which will be provided): "Funded by a Valley Foundation donation."

I agree to promote this grant on social media platforms (i.e Twitter / X, Facebook, Instagram) to tag #Valleyfoundation, and your school/organization. Media posts and photos may be used in Valley publicity.

I agree to make sure that any student represented in photos or media is allowed to be photographed and have their photograph shared on public platforms. An Image Authorization Release Form must be signed for any photo/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 (i.e.,Google upload) in the highest quality possible, of my project in action to Valley. Media posts and photos may be used in Valley publicity.

I agree to provide a testimonial statement as requested. Testimonials may be used in Valley materials.

I agree to provide a final report on the outcomes of this project to Valley within 30 days of the project completion.

## Acknowledgement

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

Signature:

Title:

Printed Name

Date:

