

**EGYPTIAN ELECTRIC COOPERATIVE ASSOCIATION  
POLICY BULLETIN NO. 310**

**SUBJECT: OPERATION ROUND UP**

**POLICY:**

**I. PURPOSE:**

The purpose of this policy is to guide the Egyptian Electric Charitable Fund, NFP (Fund). The Fund will be funded by the Operation Round Up (ORU) voluntary contributions from members of Egyptian Electric Cooperative Association (Cooperative), non-members, and/or employees of the Cooperative. ORU contributions will provide financial assistance to charitable groups and/or organizations that contribute to the betterment of our communities in and around the local area or service footprint of the Cooperative.

**II. FUNDING**

The ORU Program shall be funded with monies generated by rounding up participating members' monthly electric bills, and other amounts above and beyond chosen by the members, non-members, and/or employees of the Cooperative. All funds raised through ORU will be deemed "grant money" and used solely for this purpose.

The Cooperative Board may also provide further funding to the Fund, including transferred funds for scholarships and grants, and including sale of scrap metal that can no longer be used by the Cooperative.

**III. ADMINISTRATION**

The Fund shall be administered by an Operation Round Up Board (Round Up Board), consisting of no less than three (3) and no more than nine (9) persons, appointed by the Cooperative Board of Directors to serve three-year terms, in accordance with the Fund's by-laws. The Round Up Board members may or may not be members of the Cooperative but should be actively involved in the community. Grant proposals shall be voted on individually by each Round Up Board member with a simple majority required. The Executive Vice President/General Manager shall be an ex-officio Round Up Board member, and only cast a vote in the event of a tie.

Any and all checks issued through the ORU Program, for any purpose, shall be signed by two (2) employees of the Cooperative with check signing authority. The Cooperative's Finance Manager shall be responsible for all ORU funds and shall make such investment of said funds in a manner which is reasonable and prudent. All funds shall be deposited in authorized depositories for the Cooperative.

**IV. MAJOR FUNDING CATEGORIES:**

Although there are many worthy charitable needs in our local area, the limited availability of funds requires us to establish funding priority categories as follows.

**EGYPTIAN ELECTRIC COOPERATIVE ASSOCIATION  
POLICY BULLETIN NO. 310**

- A. Community Service
- B. Economic Development
- C. Education and Youth
- D. Environment
- E. Emergency Energy Assistance
- F. Safety
- G. Disaster Relief

**V. Geographic Focus**

Contributions will be focused geographically within the area, by footprint, of the Cooperative. Organizations that provide programs and benefits to people who live in this geographic area are eligible for funding consideration, even though the organization is located elsewhere.

**VI. Funding Guidelines**

A. Grant opportunities are made available to any group or organization recognized as exempt under Section 501(c)(3) and Section 170 of the IRS Code. A copy of the grantee organization's 501(c)(3) IRS Determination Letter is required as an attachment to the grant application and will be kept on file with the Cooperative. Among the exceptions to the 501(c)(3) designation are public educational institutions which are defined by the IRS in Section 170 or municipalities.

B. If an organization submitting a grant request for a charitable purpose is not a 501(c)(3) entity, the organization must submit the grant request under the umbrella of a 501(c)(3) organization which has agreed to be a fiscal sponsor for a non-501(c)(3) organization on a grant request and must comply with any additional requested information as requested by the Round Up Board.

C. Contributions will not be made for lobbying, supporting any candidate for political office, or for any political purpose. Contributions generally will also not be made for:

1. Veteran, fraternal, and labor organizations;
2. Fund-raising dinners, raffles and other events;
3. Individuals (except scholarships, emergency energy assistance, and disaster relief);
4. Capital fund campaigns;
5. National fund drives;
6. Advertising;
7. Individual medical expenses to health care facilities;

**EGYPTIAN ELECTRIC COOPERATIVE ASSOCIATION  
POLICY BULLETIN NO. 310**

8. Uniforms, personal athletic equipment or general sponsorships for little league and traveling teams;
9. Internal payroll expenses of an organization;

**VI. Round Up Board Responsibilities**

A. It shall be the responsibility of the Round Up Board to evaluate funding requests and make recommendations to the Cooperative Board of Directors regarding the allocation of contributions. It shall be the responsibility of the Cooperative Board of Directors to provide oversight, provide guidance, and grant final approval of project funding requests that meet all guidelines of the program.

B. In the event a member of the Round Up Board has a personal and/or business interest, connection, kinship, or other association with the group or organization under consideration for grant funding, that member shall excuse themselves from the meeting and not participate in the discussion of or voting on the submitted application.

C. Once the Round Up Board receives an application, it is free for them to support, question, or deny any request. Egyptian Electric Cooperative's Operation Round-Up program, contingent upon funds available, will review applications and award funds for four (4) grant cycles per year.

D. Upon dissolution of Operation Round Up, any remaining funds would be distributed for charitable purposes only defined under Funding Guidelines.

Adopted: 11/26/2019  
Amended: 08/31/2021

Paul Pyatt, Secretary  
Kevin Liefer, Secretary