



Board of Director Policies

DMEA Board of Directors

**Subject:** Donations & Contributions

**Policy Number:** 117

**Previous Revision:** 05/21/2021

**Reviewed:** 09/26/2023

**Revised:** 09/26/2023

## OBJECTIVE

To outline Delta-Montrose Electric Association's (DMEA) policy relating to DMEA donations, contributions, and sponsorships. All such expenditures should be made with the goal of promoting goodwill within the service territory.

## ACCOUNTABILITY

The Board of Directors and the Chief Executive Officer (CEO)

## POLICY

1. **Operation Round Up.** Requests should be submitted to the DMEA Charitable Trust Board of Trustees (Operation Round Up) for consideration in accordance with Operation Round Up's policies and procedures.
2. **Sponsorships.** Event, program, and other general sponsorship requests shall be considered and may be approved by the CEO.
3. **In-Kind Donations.** Other than those referenced in Section 5(b)(v) below, the CEO shall consider and may approve requests for a reasonable amount of resources such as equipment, labor and/or materials for community or non-profit benefit.
4. **Political Donations.** [see Board Policy 111].
5. **Unclaimed Fees and Capital Credits Fund.**
  - a. Subject to maintaining a minimum balance of \$50,000.00 in the unclaimed capital credit fund, the CEO is authorized to apply funds toward the following charitable or educational purposes to benefit individuals or organizations within the DMEA service territory:
    - i. Funding pursuant to the Colorado Low-Income Energy Assistance Act, C.R.S. § 40-8.7-101 et seq., or funding to a similar low-income federal, state, or local program;
    - ii. Sponsorship of academic scholarships;
    - iii. Donations to youth programs; and
    - iv. Sponsoring participants to attend the Cooperative Youth Leadership Camp, the Washington, D.C. National Youth Tour, which may include costs to attend the NRECA Youth Leadership Conference and the NRECA Annual Meeting to eligible participants.



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- b.** Additionally, subject to maintaining a minimum \$50,000 unclaimed capital credit fund balance, the CEO shall consider and may approve unclaimed capital credit fund donation requests of up to \$10,000, and the Board shall consider and may approve requests of \$10,000 or more (even if such Board-approved donations reduce the unclaimed capital credit balance below \$50,000) to organizations or projects that support one or more of the following:

  - i.** Education;
  - ii.** Community investment;
  - iii.** Energy efficiency/energy management;
  - iv.** Development of local renewable generation; and/or
  - v.** Construction of new services or expansion of existing electric facilities that directly impact public use and/or not-for-profit organizations.
- c.** All donation requests must be made in writing using a donation/contribution request form provided by DMEA and must include sufficient background information for DMEA to consider the request.

  - i.** For donation requests over \$10,000 the organization requesting the funds is encouraged, although not required, to attend the regular Board meeting during which its request will be considered. During the meeting, the requestor may present additional materials (e.g., a Powerpoint, posters, etc.) supporting its request and answer questions during time allotted by the Board.
- d.** Each request will be evaluated using the guidelines in this policy, with preference given to organizations that:

  - i.** Have the potential to affect a greater number of DMEA members;
  - ii.** Are non-profit;
  - iii.** Are working for the benefit of a wide range of local stakeholders;
  - iv.** Have a documented history of community involvement and measurable results; and/or
  - v.** Are working with multiple community partners, grant opportunities, etc. to leverage DMEA's contribution.



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e. The following are not eligible for support:

- collect* i. Individuals, except those receiving scholarships;
  - ii. Organizations, projects, and activities unrelated to DMEA, its subsidiary or service area unless otherwise approved by CEO or Board;
  - iii. Churches or other religious organizations that are requesting funds to further religious causes;
  - iv. Any request/organization opposing DMEA's purpose, vision, values, and Bylaws;
  - v. Any request/organization engaged in illegal, unethical, or unconstitutional activities;
  - vi. Annual or repeating donation requests; and/or
  - vii. Requests for organizational operating funds; and
  - viii. Relatives (including a spouse, sibling, parent, child, or the spouse of a sibling, parent, or child) of a DMEA Director or a senior leadership employee (i.e., CEO and direct reports) unless with respect to the competitive scholarship and youth programs.
- f. All organizations that receive funds must submit a W-9 so that DMEA can process the funding request.
- g. The Board shall consider donation requests in a timely manner at a regular Board meeting.
- h. The CEO will consider requests within a timely manner after receipt of a completed application.
- i. The CEO and Board shall review the unclaimed capital credit balance and expenditures on a periodic basis.
- j. The CEO and Board shall make a good-faith effort to ensure donations are fairly allocated to recipients in both Delta and Montrose Counties.



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 Board of Directors President	<u>9/26/23</u> Date
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