

# Wyoming Community Grant Program

## Wyoming Community Gas

### Guidelines

#### **Mission:**

To wisely invest Wyoming Community Grants in programs that enhance quality of life with community projects in the Wyoming Choice Gas program service areas.

#### **Qualifying Projects**

- Arts and Culture
- Community Improvement

#### **Qualifying Criteria**

- **Grants cannot be used for operations, salaries or to supplement the general fund.**
- **Grant monies must be used within one (1) year. Progress reports are to be submitted to the Wyoming Community Gas office quarterly with completion documentation, including pictures, for a final project report.**
- Governmental entities and agencies (such as cities and towns) and organizations exempt from federal income tax under section 501(c)(3) or 501(c)(6) of the Internal Revenue Service Code may apply.
- If a charitable organization, the organization must be in full compliance with all federal, state, and local laws or regulations.
- Project must address community-related issues in communities in the Wyoming Choice Gas program area.
- Grants generally will not be given to private foundations.
- Grants will not be given to individual persons.
- Grants will not be given to tax-supported organizations or religious groups and churches, except for programs or projects that broadly benefit the community.
- Grants will not be given to individual pre-college schools or individual pre-college school foundations.

#### **Grant Requests Should Include The Following Information:**

- Completed Wyoming Community Grant Request Form
- Completed Wyoming Community Grant Project Questionnaire
- Total fund-raising goal for the project.
- Organization's mission statement.
- Organization's project budget and primary sources of funding.
- List of the organization's directors and/or list of project committee members.
- A copy of the organization's 501(c)(3) or 501(c)(6) tax-exempt status from the IRS.
- A copy of the organization's W-9 form, which verifies its taxpayer identification number.
- If a request is from a city or town, then a Resolution passed by the council must be attached.
- Written permission from property owner if property to be used is not private (i.e. city, county, state, or federal).
- If an entity is any form of a corporation, a certificate of corporate status must be provided.

Grant requests can be emailed to [natalie.flood@constellation.com](mailto:natalie.flood@constellation.com) **by January 31, 2024** or mailed to Wyoming Community Gas (3704 SE 31<sup>st</sup> St, Topeka, KS 66605) **postmarked no later than January 31, 2024**. Grant requests will be reviewed by the Wyoming Community Grants committee in March who will make recommendations to the WCG Board of Directors.

#### **For Information contact:**

**Natalie Flood, Wyoming Community Gas Senior Business Development Manager, 888-527-0003.**

**Mailing Address: 3704 SE 31<sup>st</sup> St, Topeka, KS 66605**