



SIMCO Employee Investment Grant Proposal 2024 Guidelines

Salado Isolation Mining Contractors, LLC (SIMCO) Employee Investment Advisory Committee is accepting Request for Grant Proposals from nonprofit and charitable organizations throughout Eddy and Lea counties.

About SIMCO

SIMCO is the management and operating contractor for the U.S. Department of Energy’s Waste Isolation Pilot Plant (WIPP). SIMCO’s member is Bechtel National Inc., and our WIPP team includes Los Alamos Technical Associates as a New Mexico-based teaming subcontractor.

As a major employer, SIMCO understands the importance of investing in the region’s near- and long-term success by being a positive, proactive member of the community; participating in socioeconomic development; and making investments in social and philanthropic programs for the betterment of the residents of Southeastern New Mexico.

Key Dates—2024 Grant Cycle

- **June 1, 2024—grant proposal period opens**
- **July 15, 2024—grant proposal period closes**
- **Early September 2024—applicants notified of grant decision**
- **End September 2024—grant reception and presentation**

2024 Funding Focus Areas

| | |
|------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Food Security | programs focused on supporting equitable access to healthy food and on moving the underserved from food insecurity to food security |
| Literacy | programs developed to advance literacy skills through the use of evidence-based practices, activities and interventions, with an emphasis on disadvantaged or underserved populations, including those with disabilities and those not proficient in English |
| Public Health & Safety | programs geared towards protecting and improving community health by influencing physical and/or mental well-being, social behaviors, and/or feelings of community cohesion |

How Proposals Will Be Reviewed

- Initial staff review for completeness and eligibility
- The Employee Investment Advisory Committee looks closely at proposals whose programs meet funding focus areas
- The committee will select organizations to invite for an in-person presentation to ask further questions
- The committee chooses proposals that best align with the grant fund goals and priorities

Strong proposals will communicate:

- Urgency—the proposed program is timely and necessary to the community
- Clear Goals & Objectives—the program has realistic outcomes; its objectives are specific, measurable, achievable, relevant and timely (SMART)

Exclusions/Restrictions

- Funds may not be used for personnel (staffing/benefits), professional services (contractors, evaluators), and meetings and/or travel (venue rental, training costs),
- Funds may not be used for political campaigns, political lobbying, or other partisan activities prohibited by section 501(c)(3) of the Internal Revenue Code
- Funds may not be used for support to individuals, scholarships, or fellowships
- Funds may not be used for endowment campaigns, annual fundraising campaigns, event sponsorships, debt liquidation, or clinical research
- Grants will not be awarded to organizations that discriminate based on race, ancestry, national or ethnic origin, disability, sex, age, religion, sexual orientation, or gender identity
- Grants will not be awarded to programs made for religious purposes

Eligibility Criteria

- Tax-exempt, nonprofit organizations under Section 501(c)(3) Code of the Internal Revenue Service or fiscal sponsors with a 501(c)(3) designation.
- This opportunity is open to all eligible applicants, including current and past grant recipients of the SIMCO Employee Investment Advisory Committee Grant.
- Work funded by the grant must benefit people living in Eddy and/or Lea counties.

Required Information

1. 501(c)(3) Determination Letter
2. Current Operating Budget and Statement of Activities
3. FY23 End of Year Balance Sheet
4. Project Budget and Details

Applying through a Fiscal Sponsor

- Projects, non-profits, public or governmental agencies, or federally-recognized tribes in the state of New Mexico without an IRS 501(c)(3) designation may apply through a fiscal sponsor.
- If using a fiscal sponsor, the organization serving as fiscal sponsor must have verifiable 501(c)(3) status from the IRS, with documentation attached to the proposal.

All grant proposals shall be personally delivered to:

Salado Isolation Mining Contractors
External Communications
C/O Ekta Bhakta
4021 National Parks Hwy
Carlsbad, NM 88220

or mailed to:

Salado Isolation Mining Contractors
External Communications
C/O Ekta Bhakta
PO Box 2078
GAS-104
Carlsbad, NM 88221

SIMCO EMPLOYEE INVESTMENT GRANT PROPOSAL

ORGANIZATION INFORMATION

Legal name of organization:

If applicable, organization's DBA (doing business as) or AKA (also known as):

501(c)(3) Federal Tax ID/EIN (Employee Identification Number):

Please attach your organization's 501(c)(3) Determination Letter.

Year organization was founded:

Organization Physical Address:

City: State: Zip Code:

Is the mailing address the same as the physical address? Yes No

Mailing Address:

City: State: Zip Code:

Organization Phone: Organization Fax Number:

Organization Website:

Organization Mission Statement:

CONTACT INFORMATION

Please enter the information for the person whom SIMCO should contact regarding the grant proposal.

Contact Name: Contact Title:

Contact Work Phone: Contact Alternative Phone:

Contact E-mail Address:

Is the contact person the Executive Director/Chief Executive Officer? Yes No

ED/CEO Name: ED/CEO Official Title:

ED/CEO Phone Number: ED/CEO E-mail Address:

ORGANIZATION FINANCIAL INFORMATION

Fiscal Year Start Date:

Fiscal Year

End Date: Current Operating Budget:

Please attach the organization's current operating budget and statement of activities.

Please attach the organization's FY23 balance sheet.

Does your organization have reserves?

Yes

No

PROJECT INFORMATION

Project Title:

Project Start Date:

Project End Date:

Brief summary of the funding request:

Amount Requested:

Total Project Cost:

Please attach a project budget.

Note: Please be sure to include both income and expenses in the project budget.

Do you have any additional funding sources for this project?

Please select any and all focus areas that the project addresses:

- Food Security
- Literacy
- Public Health & Safety

Project Goals/Objective:

Please explain how the project addresses the focus areas from above.

Which counties will this project serve? Eddy Lea Both

What is the target population of the project/who will be served by this project?

Timeline/Evaluation:

How will this project improve quality of life for residents of Southeastern New Mexico?