



## **SIMCO Employee Investment Grant Proposal 2025 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 and its member understand 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—2025 Grant Cycle**

- **June 11, 2025—Grant proposal period opens**
- **July 11, 2025—Grant proposal period closes**
- **Early September 2025—Applicants notified of grant decision**
- **End September 2025—Grant reception and presentation**

### **2025 Funding Focus Areas**

Food Security	Programs focused on supporting 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.
STEM Education	Programs exploring, developing, evaluating, and implementing instructional strategies and materials for improving students' STEM learning

### **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

### **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 proposed program has realistic outcomes; its objectives are specific, measurable, achievable, relevant and timely (SMART).
- History of Similar Work – The proposed program has a history of similar successful endeavors.

### **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 programs made for religious purposes.
- 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.

\*\* Committee chooses proposals that best align with grant fund goals and priorities, and in some cases, may make an exception to the exclusions

### **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. FY24 End of Year Balance Sheet
4. Project Budget and Details

### **Fiscal Sponsorship**

- Projects, non-profits, or federally recognized tribes in the state of New Mexico without an IRS 501(c)(3) designation may apply with an accompanying fiscal sponsor.
- The fiscal sponsor must have verifiable 501(c)(3) status from the IRS, with documentation attached to the proposal.

## ORGANIZATION INFORMATION

**Organization Mission Statement:**

## 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**

## **FISCAL SPONSOR 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:**

## **FISCAL SPONSOR 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:**

## **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
- STEM Education

**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?**

**Please provide examples of previous projects that are similar in scope, size, or mission that have been completed successfully.**