



McKenzie Electric Operation Roundup, Inc.

P.O. Box 649 • 3817 23rd Ave. NE • Watford City, ND 58854 • 701-444-9288

Frequently Asked Questions

QUESTION	ANSWER
Must an applicant/recipient be a McKenzie Electric Cooperative (MEC) member to apply/receive funds from Operation Roundup (ORU)?	No, an applicant/recipient does not have to be an MEC member to qualify to receive funds from ORU. However, the bylaws do stipulate that they should at least reside and/or do business in MEC's service territory. Applications are approved by the ORU Board of Directors based on how the requested funds will directly impact and support the communities MEC serves.
How does one apply to receive funds from ORU?	Navigate to the ORU webpage on McKenzie Electric's website (Operation Round Up McKenzie Electric Cooperative) and scroll down to the bottom of the page to find the online applications. Several ways to apply: ➤ Fill out and submit the application online. ➤ Download, print, fill out, scan, and then email the application to ORU@mckenzieelectric.com. ➤ Mail your filled application to P.O. Box 649, Watford City, ND 58854. ➤ Drop off your filled application in person to McKenzie's front office located at 3817 23rd Ave NE, Watford City, ND 58854.
How does one nominate someone else to receive funds from ORU?	Navigate to the bottom of the ORU webpage to the applications section and select the <u>Organization for an Individual</u> application. Charitable organizations such as churches and other charities can nominate an individual to receive funds from ORU. It should be noted that only charitable organizations can nominate individuals to receive grant funding; individuals cannot nominate other individuals. The Board of Directors reviews applications and makes approval determinations based on a set list of criteria (found in the guidelines document on this page). Individual donors do not select recipients of Operation Roundup funds.
How does one opt-in to Operation Roundup on their power bill?	

	To opt-in on your monthly power bill, mail a request in writing to McKenzie Electric at P.O. Box 649, Watford City, ND 58854 or email our main inbox at MEC@mckenzieelectric.com, and request to opt-in to Operation Roundup.
What types of causes does ORU support?	ORU supports causes that benefit members of our community individually, as well as community events and organizations that elevate and benefit the communities within our service territory. ORU has historically given funds to help support various schooling, language classes, other educational efforts, community events, first responders, individual medical expenses, individual disaster relief, assisted living and nursing home residents, daycare facilities, churches, parks, youth programs, veterans, hospitals, and food banks, just to name a few. ORU does <i>not</i> grant funding for rental fees of any kind.
How does one become a member of the Operation Roundup Board of Directors?	Interested parties must be a member of McKenzie Electric in good standing to be eligible to serve on Operation Roundup's Board of Directors. To express your interest in serving on the Operation Roundup Board of Directors, reach out to the McKenzie Electric Board member for your district. This information can be found on McKenzie Electric's website here: Board of Directors McKenzie Electric Cooperative. If no board seat for your district is open at the time of your inquiry, your director will keep you in mind when/if the seat for your district opens up.
How often are applications reviewed, and funds disbursed?	The ORU Board meets and reviews applications twice per year: Spring and Fall. Spring Board Meeting typically takes place in May and Fall Board Meeting typically takes place in October, but these dates can vary according to the Board's availability. If you submit an application, the ORU liaison will confirm receipt and keep you informed of your application status.
When are the deadlines to submit applications?	Deadlines are selected by the ORU Board of Directors for the next session at the previous Board meeting (i.e. Spring deadline is scheduled during the Fall meeting and Fall deadline is scheduled during the Spring meeting.) A typical schedule looks very similar to: May 1 for Spring session and October 1 for Fall session but is subject to variation.

Must an organization be a 501(c)3 in order to qualify to receive funds from ORU?	Yes. Organizations requesting funding from ORU must be 501(c)3 charitable organizations or otherwise IRS Tax-exempt and the additional submission of the organization's IRS 501(c)3 verification letter or Tax-Exempt Status letter as well as income and financial statements from the organization are required in order for the application to be eligible for consideration.
What other additional documents are required with an application?	In order for the Board to review all relevant information and make an informed decision, the following additional documents are required for each application type. ➤ <u>Individual Application</u>: Additional income and financial statements are required. ➤ <u>Organization Application</u>: A copy of the IRS 501(c)3 verification letter or other IRS Tax Exempt Status letter as well as the organization's income and financial statements are required. ➤ <u>Organization for an Individual Application</u>: No additional documents are required. These items can be emailed to ORU@mckenzieelectric.com or mail copies to the office at P.O. Box 649, Watford City, ND 58854, ATTN: Operation Roundup, c/o Mande Jacob. These items are always kept confidential. Not providing the required additional documentation with your application will result in a non-approval.
May I submit an application in between sessions?	Yes! Most applications for funds submitted in between review sessions will be saved, to be reviewed at the next regularly scheduled ORU Board meeting. However, in the event of an emergency such as a medical incident or disaster, such as a house fire, or flood, etc., emergency applications will be reviewed and considered for immediate funds disbursement in between sessions.
Is there a limit on the dollar amount an applicant can receive?	Yes. The ORU Board may approve up to \$2,500 in grant funds per application, per calendar year. In emergency application cases, applicants may request up to \$1,000 in immediate funds disbursement to help cover emergencies, as detailed above. Applicants may submit another request at the next regularly scheduled board meeting for the remainder of the annual limit in the amount of \$1,500, if they so choose.
Why wasn't my application to help fund rental fees for my organization or youth club approved?	The ORU Board does not support funding rental fees of any kind but prefers to fund requests that have a more direct impact on MEC members, individuals, and organizations that support the communities in MEC's service territory more personally.

	Applications requesting grant funding for rental fees will not be approved.
May I receive funds from ORU to help support my or someone else's political campaign?	No. ORU does not financially support political campaigns of any kind, for any public office, public service person, or political purpose whatsoever. Applications requesting funds for this purpose will not be considered for review.
I was notified that my application is on hold until the next meeting. Why, and what do I do now?	From time to time, the ORU Board may decide to table an application until the next review session for a multitude of reasons. This may occur due to funds availability, event date being too far out, more details or documentation are needed, or any number of other factors under the Board's discretion. The applicant will be kept notified on the progress of their application until a final review and decision is made. The applicant is always welcome to reach out to ORU at any time via phone at (701) 444-9288 or email at ORU@mckenzieelectric.com for status updates.
I was notified that my application was not approved. Does a non-approval make me ineligible to apply again in the future?	Not necessarily. If an applicant receives a non-approval notification on their application, the letter will state exactly why it was not approved. Most non-approved applicants are encouraged to review the guidelines and apply again for a future session. If an application does not meet the guidelines, isn't approved, and does not qualify to re-apply, the applicant will be notified of such information.
I applied last year and received approved funds from ORU. Am I eligible to apply again for the same thing?	Yes! ORU has a history of accepting and approving repeat applications as long as they meet all the approval guidelines as described on this webpage, each time.
What is the maximum annual contribution a member can make to ORU by rounding up their power bill?	The maximum a member would donate to Operation Roundup funds per year by rounding up their power bill is no more than \$11.88. The average amount for most members is around \$6.00/year.
Can I unsubscribe if I change my mind and choose to no longer participate in ORU?	Yes. Submit a request in writing to opt-out of Operation Roundup either by mail to McKenzie Electric at P.O. Box 649, Watford City, ND 58854 or via email at MEC@mckenzieelectric.com .

For additional questions or concerns about Operation Roundup, please feel free to reach out to your District's Operation Roundup Director (see map on this page), call McKenzie Electric's office at (701) 444-9288, or email Operation Roundup directly at ORU@mckenzieelectric.com.