



**Capital Credit Community (CCC) Fund
Donation Request Form**

The CCC fund is funded by unclaimed member capital credits. Under the cooperative business model, any revenues exceeding operating expenses – called operating margins - are allocated to members in accordance with a method determined by the Board of Directors (Board). These allocations are referred to as capital credits. From time to time, the Board retires capital credits, which means DMEA pays members their allocated share from a given year. However, if a member does not claim their capital credits within three years (i.e., the check is returned, uncashed, etc.), it is placed in a fund for DMEA to donate back to the service area community.

Donations are given to a variety of local programs and to local non-profits that support the DMEA service territory in accordance with guidelines established by the Board. These can be found in Board Policy 117: Donations & Contributions. Please review this policy before submitting a request to ensure your request complies with the policy.

- Requests for \$10,000 and under are reviewed by DMEA's CEO upon receipt. Please allow two weeks for review and response.
- Requests for over \$10,000 are reviewed by the Board on a quarterly basis at a Regular Board Meeting. Those requesting funds will have the opportunity to present their request to the Board at the meeting. DMEA's Chief of Staff will notify the contact person below of the date and time of the meeting.

Date of request: _____ Amount requested: _____

Organization applying for request: _____

Contact person for organization: _____

Organization mailing address: _____

Contact phone number: _____

Contact e-mail address: _____

Confirm you have reviewed Board Policy 117: (please circle) YES

Please give a brief description of the scope of the project for which funds are requested:

Please attach any supporting documentation to this form prior to submission, including a copy of your W9.

Submit by mail to: DMEA Attn: CEO 11925 6300 Rd. Montrose, CO 81401 **or by e-mail to:** uccdonations@dmea.com

Office Use Only:

Application receipt date: _____ Received by (staff name and title): _____

Board or CEO review: _____ If Board review, note regular meeting date of review: _____

Notified applicant of Board/CEO review, including Board review meeting date: _____

Approved/Denied (circle one) Amount approved/denied: _____

Signature of CEO/Board President: _____

Any stipulations noted for approval/denial:

If approved, note date payment was processed: _____ Submitted to central files (date): _____

Form last reviewed/revised 07/28/2026