Volunteer Grants

Volunteer Grants turn your volunteer hours into cash. As an employee or retiree, you can request two contributions of up to $500 a year on behalf of area non-profit organizations with which you volunteer.

Program Guidelines:

To receive a Volunteer Grant:

- Volunteer on your own time, outside of work hours, with a qualifying 501(c)3 organization in New Mexico, Texas or a community where an employee or retiree of PNM Resources lives. You must not receive pay or any other form of compensation from the non-profit organization for your service.
- Contribute a minimum of 12 hours for a $100 donation, 25 hours for a $200 donation or 25 hours plus service on the board of directors for a $500 donation.
- Employees and retirees may request two Volunteer Grants of either $100, $200 or $500 in each calendar year. Two applications are required.

Matching Grants

When you support charitable, civic and educational organizations, the PNM Resources Foundation will match your donation. Matching Grants double your contributions to qualifying organizations.

Program Guidelines:

To receive a Matching Grant:

- Monetary contribution must come from an individual; corporate gifts do not qualify.
- Monetary contribution must be made to a non-profit in New Mexico, Texas or a community where an employee or retiree of PNM Resources lives or to any accredited, non-profit educational institution nationwide.
- Contributions must be in the form of cash or marketable securities. Gifts in-kind, dues, membership fees and pledges will not be matched.
- Contributions will be matched in an amount not less than $25 and not more than $1,000, in the aggregate, in a calendar year.

Matching Grants and Volunteer Grants are awarded on a first-come, first-served basis from a pool of funds established annually by the Foundation Board of Trustees. The Foundation reserves the right to suspend, amend or terminate the grants programs at any time without notice. The Foundation does not support organizations that engage in discriminatory practices.

How To Get Started:

- *Complete Part One of the application.*
- *Deliver either e-mail or hard copy, of the completed application to a representative from the non-profit you support and have the non-profit complete Part Two.*
- *Forward your completed application to Community Relations, Corporate Headquarters, Albuquerque, NM 87158-0615.*

community@pnm.com

If you have questions, call (505) 241-2211.

PNM Resources®

FOUNDATION

PART ONE – to be completed by employee/retiree

Volunteer or Matching Grant Application

Your Name

Clear Part 1

☐ **Employee:**

Employee ID

Department

Mailstop

Phone Number

Email Address

☐ **Retiree:**

Address

City

State Zip

Phone Number

Email Address

☐ **Volunteer Grant:**

Number of hours contributed as a volunteer in current calendar year

- ☐ *[12 hours or more– $100]*
- ☐ *[25 hours or more– $200]*
- ☐ *[25 hours or more and board service – $500]*

☐ **Matching Grant:**

(Minimum $25, maximum $1,000 per year.)

Amount of Matching Grant $ _____

☐ ***Entered hours in Community Crew Tool***

Non-profit Community Partner:

Name of Organization

If you prefer to designate your gift, please indicate the program name:

⊗ _____

Volunteer/Donor Signature/E-Signature (Required) Date

E-mail submission: I understand that I am electronically completing and submitting this information, and that by entering my name above I am signing this application. *Yes* ☐ *No* ☐

Organizations that normally qualify: 501(c)3 non-profit organizations in New Mexico, Texas or a community where the employee of PNM Resources lives and non-profit educational institutions nationally.
Organizations that do NOT qualify: clubs, political campaigns, religious organizations and organizations that violate the Foundation's non-discrimination policy.

e-mail non-profit org.

Please Allow 4-6 Weeks To Process Your Application.

PART TWO – to be completed by organization

Clear Part 2

[Please Print]

Legal Name of Organization

Address

City, State, Zip

Phone Number

E-mail

Contact Person, Title

1. Number of Hours Volunteered _____

• Board Service: ☐ Yes ☐ No

2. Amount of Gift to be Matched $ _____

Federal Tax ID Number [Required]

Date Gift Received

An IRS tax-exempt letter stating organization's status and Federal tax ID number is Required.

I certify that this organization has been determined tax-exempt under section 501(c)3 of the IRS Code and that the funds will be used for approved tax-exempt purposes within the guidelines set forth in section 501(c)3 of the IRS Code of 1986 or corresponding future codes.

- *If Volunteer Grant, I certify the individual listed has volunteered the hours specified above in the current calendar year.*
- *If Matching Grant, I certify the gift received from the individual listed was in the form of cash or marketable securities with a real value and not in the form of a pledge, membership fee, dues or in-kind gift.*

⊗ _____

Authorized Signature (Required) **Title** **Date**

E-mail submission: I understand that I am electronically completing and submitting this information, and that by entering my name above I am signing this application. *Yes* ☐ *No* ☐

Print Form

e-mail

Send Completed Application To:
Community Relations, Corporate Headquarters, Albuquerque, NM 87158-0615
community@pnm.com

Requests may be submitted at any time. To be applied in the current calendar year, completed requests must be received no later than December 1.