



CONTRIBUTION/VOLUNTEER REQUEST FORM

Name of Charitable Organization:		Date:
Address:		
City/State/Zip:		Telephone: ()
Contact:	Title:	E-mail:

What is being requested? Cash Surplus Items In-Kind Services
 Volunteers - approximately how many? _____
 Other Please explain: _____

Requested Amount: \$	Date Needed:
If approved, check should be made payable to:	
Mail check to (provide name/address if different than above): _____	

How would this contribution be used? _____

Date of Activity/Event:

If volunteers, what type of work is to be done? _____

Number of Volunteer Hours:

What type of recognition will TVA receive through its participation? _____

Is the organization a United Way agency? Yes No Is the organization a not-for-profit 501(c)(3)? Yes No

What is the specific purpose of the organization? _____

How does this fit into TVA's Corporate Contribution Guidelines (see page 2)? _____

Is this organization receiving any other support from TVA? _____

Name any TVA employees or distributor serving on the board of the requesting organization: _____

What other organizations and/or TVA distributor(s) are sponsors in this endeavor? _____

TVA EMPLOYEE USE ONLY

TVA Contact Person:	
Discretionary Fund Manager's Name (if requesting discretionary funds):	
TVA Organization/Group/Region:	
TVA Address:	Telephone: ()

Return This Form To: Corporate Contributions
Tennessee Valley Authority
400 West Summit Hill Drive, WT 7D-K
Knoxville, TN 37902

Telephone: 865/632-8867
FAX to: 865/632-3082

Tennessee Valley Authority

Corporate Contribution Guidelines & Volunteer Information

A Message from TVA

The Tennessee Valley Authority has long played an important role in fostering the social and economic well-being of the people it serves. Just as TVA supported the progress of Valley communities into the mainstream of American prosperity in the 20th century, TVA's spirit of corporate citizenship plays a strategic role in improving the quality of life in Valley communities today.

The employees of TVA are involved in Valley communities through a broad range of corporate philanthropy, public participation, and volunteer activities. Please review the information below to learn about the avenues of support available to community organizations throughout the region.

Corporate Contribution Guidelines:

Because TVA receives more requests for assistance than can be acted upon favorably, the TVA Board has established guidelines to assure that available funds are allocated in a fair and consistent manner to the 201 counties TVA serves.

Contributions made to not-for-profit 501(c)3 organizations through the corporate contributions program are broad-based in community outreach and scope, with special emphasis on education, human services and civic/business/distributor partnerships that further enhance TVA's mission of service. Requests for large contributions are considered by a diverse committee of TVA representatives that meets quarterly.

- **Education**

TVA supports public education, including support for learning activities associated with energy and environmental education, and vocational and technical education in skill areas that are vital to TVA's workforce. TVA's objective is to support institutions that educate and train individuals with the skills TVA will need in the future, as well as the skills that industries being recruited into the Valley region will need.

Additionally, TVA contributes surplus equipment, supplies and materials, facilities use, volunteers and cash to public schools.

- **Human Services**

TVA supports activities that enhance and improve the quality of life for the people of the Tennessee Valley. Organizations that employees are heavily involved in and support financially (which qualify under TEAM TVA guidelines), and those organizations that benefit the greatest number of people will be targeted above all others. Human services organizations are those that provide a service to members of a community and are not typically linked to a particular health problem. Examples include CFC, United Way, Habitat for Humanity, etc.

- **Civic/Business/Distributor Partnerships**

TVA supports civic and business activities requested by its customers, economic development partners, public officials, community leaders and other stakeholders. Whether it is a cash or in-kind contribution, TVA makes every effort to address the needs of TVA stakeholders across the Valley.

- **Other**

TVA will consider requests related to the areas of Health and Arts and Culture. Contributions in these areas will be limited, with emphasis placed on in-kind services.

The requesting organization will be notified of TVA's decision. Should questions arise during the review process, someone from the requesting organization may be asked to provide further information. Please be sure to list that person in the appropriate area on the application. Request forms may be obtained by calling 865-632-8867.

Volunteer Information

The **TEAM TVA** employee volunteer program is available to non-profit organizations and community groups. Please complete the attached form to request TVA volunteers. For more information, please contact TVA's Community Relations office at 865-632-8867.