



First Solar Corporate Charitable Fund  
of the Toledo Community Foundation

Charitable Module Donation Program  
Guidelines for Grant Applications

First Solar manufactures solar modules with an advanced semiconductor technology and provides comprehensive photovoltaic system solutions. By continually driving down manufacturing costs, First Solar is delivering an economically viable alternative to fossil fuel generation today. From raw material sourcing through end-of-life collection and recycling, First Solar is focused on creating cost-effective, renewable energy solutions that protect and enhance the environment.

The First Solar Corporate Charitable Fund of the Toledo Community Foundation seeks to improve the quality of life in communities around the world. Emphasis is placed on programs that support the First Solar Corporate giving values which include: focusing on “green” education initiatives, access to clean energy and water in underserved areas, and furthering the development of innovative and sustainable technologies. Priority will be given to organizations that make a significant impact in communities that share our giving values.

The Fund seeks to support projects and services that support these giving values through the donation of solar modules and systems. In addition to a request for a donation of modules, applications may include a request for grant funds to support the project. Typically, financial support has been distributed in the range of \$10,000 to \$15,000 (USD).

Grants will only be awarded to a) nonprofit, charitable organizations that are designated as having tax-exempt status under section 501(c)(3) of the United States Internal Revenue Service code or b) organizations capable of demonstrating the ability to fulfill the charitable purpose of the module donation.

### **Grant application process**

Proposals will be formally reviewed four times annually. The deadline dates for proposals are February 1, May 1, August 1 and November 1. Proposals must be submitted through the First Solar Corporate Charitable Fund of the Toledo Community Foundation’s online application process. Proposals must be received by 11:59 p.m. (EST) of the application deadline in order to be considered for funding.

### **Application contents**

To be considered for a module donation, organizations must submit a proposal that contains the following components:

- Provide information about the purpose of the request, including information regarding the proposed use of the modules and the requested grant funds.
- State the specific project or service that would be impacted by the modules. If appropriate, identify the population that would benefit.
- Explain in sufficient detail the proposed plan, including but not limited to the size of the proposed project (KW or MW) as well as a timeline for installation of the needed modules

and the proposed maintenance of the modules. Physical space constraints as well as Balance of Systems (BoS) needs should be explained as well.

- Provide information regarding how the proposed module donation would further the mission and work of the applicant organization, specifically identifying the ways in which it would support one of First Solar's areas of emphasis.
- If grant funds are being requested, specify the use of those grant funds and identify any sources of in-kind support for the project.

### **Grant review process**

Grant applications are carefully reviewed by the Foundation's professional staff and presented to the grant review committee of the First Solar Corporate Charitable Fund for consideration. Applicant organizations will be notified of the status of their request by the Foundation approximately eight weeks after the application deadline. If there is interest in providing a module donation, a First Solar Associate will work with the applicant organization to implement the module donation process.

### **Additional documentation required from approved grantees (only if a financial contribution is approved)**

Approved grantees will be required to submit documentation to the Foundation before a grant can be awarded. It is preferred that the documents be submitted in English.

#### **Grantee organizations with principal headquarters located in the United States must submit the following due diligence documents:**

- 1) The names and affiliations of the applicant organization's board of directors.
- 2) Brief background/history of the requesting organization, including: when and how the organization was established; its mission/purpose; accomplishments to date; and a listing of all current programs and services.
- 3) The organization's most recent audit. If audited financial statements are not available, the unaudited income and expense statement and balance sheet must be provided.
- 4) The organization's current operating budget.
- 5) Copy of the applicant's tax exemption letter from the Internal Revenue Service.

#### **Grantee organizations with principal headquarters located outside the United States must submit the following due diligence documents:**

- 1) The names and affiliations of the applicant organization's board of directors.
- 2) A brief description of past and current programs of the organization. The grantee should note other charitable activities that have been conducted.
- 3) The dates the organization was founded and a description of the institutional character of and function of the proposed grantee (educational institution, research institution, etc).
- 4) A listing of other foundation grants that the grantee organization has received, including the amount, purpose and date when the grant was awarded. If this list is in excess of 25 grants, the grantee should contact Toledo Community Foundation.
- 5) A copy of the charter and/or bylaws of the organization. If English copies of these documents are available, they should be submitted.

#### **For additional information or to discuss a possible submission, please contact:**

Patrick Johnston, Program Officer  
Toledo Community Foundation, Inc.  
300 Madison Avenue, Suite 1300  
Toledo, OH 43604  
(419) 241-5049  
patrick@toledocf.org



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