



Charitable Contributions Guidelines

I. PURPOSE

CenterPoint Energy has demonstrated its commitment to civic and social responsibility since 1866. Although our business has evolved and the needs of the communities the company serves have changed over the years, our basic commitment to community prosperity continues.

At CenterPoint Energy, we believe we have a responsibility to invest in the communities we serve. Through our outreach efforts, we lend support to educational, civic, social and environmental initiatives that enhance the quality of life for our customers and the community. In the true spirit of diversity, we work with groups from many different backgrounds, tailoring our relationships and or assistance to meet their needs whenever possible.

CenterPoint Energy's Community Relations initiatives encompass three main objectives:

- Building relationships with the communities we serve and reaching out to our customers as a caring neighbor;
- Showing our commitment through corporate sponsorships of community events and financial contributions to charities, civic organizations, educational programs and community/economic development initiatives; and
- Actively promoting volunteer service among our employees/retirees and demonstrating as a team that we make a difference.

II. GUIDELINES

To be eligible for CenterPoint Energy funding, nonprofit programs must meet the following criteria:

- IRS 501 (c)(3), 501 (c)(4), or 501 (c)(6) designation
- Objectives correspond with one or more of our program's three focus areas
- [Based in communities served by CenterPoint Energy](#)

Grant requests for Indiana and Ohio are handled by Vectren, a CenterPoint Energy Company. Please visit www.vectren.com/foundation for more information about eligibility requirements and how to apply for a grant.

Focus Areas for Corporate Giving

While we recognize there are many important issues facing our communities today, CenterPoint Energy focuses on the three key areas listed below to achieve more effective results.

Specifically, we are committed to working in partnership with nonprofit organizations located within and/or serving [communities within our service areas](#) who are focused on the following issues:

Education

Education is a critical building block in the success of individuals, the community and the future workforce of our company. CenterPoint Energy supports education initiatives that focus on preparing individuals to become productive employees, knowledgeable customers and responsible citizens.

Contributions fund organizations that support:

- Literacy
- School readiness
- At-risk students
- Teacher professional development
- Parental involvement
- Improving student learning
- Expanding educational opportunity
- Increasing the potential for each student to succeed
- Matching Company recruiting needs with workforce development initiatives

Community Development

The strength of our communities lies not only on a solid economic foundation, but also in the strength and unity of the people who live and work in them. Through the power of relationships, CenterPoint Energy will help build inclusive and sustainable communities. Contributions fund:

- Safety
- Environmental stewardship
- Energy conservation advancements
- Revitalization
- Chambers of commerce/economic development organizations
- Affordable housing

Health and Human Services

CenterPoint Energy supports health and human services in the communities we serve primarily through our efforts with the United Way agencies located throughout our service territory and disaster relief organizations. The company provides limited and specific support of disease prevention.

III. ELIGIBILITY

It is not possible for CenterPoint Energy to fund every excellent and worthy proposal that matches our areas of interest. This is a function of limited resources and a large volume of requests. A decision to not fund a request should not be considered a reflection on the objectives of the applicant.

We do not fund grant requests for:

- Multi-year requests
- Religious or political purposes

- Individuals
- Travel and related expenses
- Conferences
- Fund-raising activities
- National organizations
- Sports and athletic programs
- Capital Campaigns
- Endowments
- Start-ups

IV. APPLICATION PROCESS

Grant requests for Indiana and Ohio are handled by Vectren, a CenterPoint Energy Company. Please visit www.vectren.com/foundation for more information about eligibility requirements and how to apply for a grant.

Please see below for more details on our application requirements. Proposals are accepted from **May 1 to May 31** for possible inclusion in the next calendar year budget.

Please submit the following:

- [Grant Cover Sheet](#)
- Charitable contributions proposal narrative (details below)
- W-9 form.

Proposal Narrative

Please provide the following information in narrative form in this order (*five pages or less is recommended, excluding attachments*).

Organizational Information

- Summary of organization history, mission and goals.
- Description of current programs, activities, service statistics, and strengths/accomplishments.
- Organization's relationship with other organizations that are working to meet the same needs or providing similar services. Please explain how you differ from these agencies.
- Number of board members, full-time paid staff, part-time paid staff, and volunteers.
- Is there a broad base of support for the program you are proposing?
- Have you formed partnerships to help meet your goals?

Purpose of Grant

- Situation—the opportunity, problem, issue, need in the community—that your proposal addresses, and how it aligns with our focus areas.
- Specific activities for which you seek funding, overall goal(s), and timeframe.

Evaluation

- How do you measure the effectiveness of your activities?

Required Attachments

- IRS determination letter indicating tax-exempt 501(c)(3) status
- Board of directors (list names and affiliations)
- Annual report, if available, or other material summarizing organization's activities
- Current year's itemized operating revenue and expense budget for the organization
- Most recent audited financial statements
- List of major corporate and foundation donors that you are soliciting for funding with dollar amounts, indicating which sources are committed, pending, or anticipated
- List of staff, including names and phone numbers and affiliations

Contact Information

Send proposals to:

CenterPoint Energy
Diane Englet
Community Relations
P.O. Box 1700
Houston, TX 77251
Diane.englet@centerpointenergy.com

Advertising/Branding

In addition to making charitable contributions to non-profit organizations, the company also participates in select brand sponsorship opportunities. Sponsorships that include advertising elements are evaluated by Corporate Communications primarily for media efficiency and brand compliance. Circulation for print and outdoor/signage and ratings points for broadcast media are the major considerations when determining values of an event/opportunity. Special consideration is given to those organizations or media sponsorships that promote the focus areas outlined above.

Advertising/Branding contact:

James Bartula
Marketing Communications
James.Bartula@CenterPointEnergy.com