



Committed to the Natural and Cultural Resources  
of the North Carolina High Country  
and Oregon's Deschutes River Watershed

## **APPLICATION GUIDELINES**

### **Mission**

The Clabough Foundation aims to promote and improve the conservancy and stewardship of natural resources; and, to promote and foster regional arts and cultural offerings, by aiding public and private organizations involved in such activities.

The Foundation emphasizes recreational and educational activities in achieving their goals. The Foundation favors proposals with specific objectives and strategies for reaching these goals.

### **Purpose and Geographic Scope**

The Clabough Foundation is a private foundation that distributes grants in support of nonprofit organizations whose activities promote the mission of the Foundation. The Foundation is particularly interested in supporting recreational and educational endeavors with a cultural, environmental or other similar focus.

The Foundation prefers to fund projects, rather than operating funds.  
No grants will be given for annual fund drives or deficits already incurred.  
No grants will be made to individuals.  
The Foundation prefers to fund organizations for one year only.

The Foundation limits its funding to the High Country area of North Carolina (Ashe, Avery, Burke, Caldwell and Watauga counties) and the Deschutes River Watershed area of Central Oregon.

The Clabough Foundation grants range from \$1,000 to \$15,000. The Foundation provides major grants for special projects in the range of \$25,000 to \$100,000.

### **Eligibility Considerations and Requirements**

Grant requests are considered only from organizations that are established nonprofit, tax-exempt, charitable organizations and public entities in the above named geographic areas.

Review the Clabough Foundation purpose and geographical scope to determine if your charitable activity or organization meets these guidelines. Clabough Foundation welcomes requests from new or small organizations as long as they have a 501(c)(3) status.

## **To Apply**

1. Complete the grant application.
2. Submit one copy of each of the following documents.
  - Signed letter from the chief staff person and board chair.
  - One page description of the needs, project goals and personnel required. Include projected income sources and expenditures
  - Project and operation details.
  - Copy of most recent financial statement, audited, if available
  - Current list of Board members and their affiliations
  - Copy of 501 (c) (3) determination letter.

## **Application Deadlines**

There is one application deadline per year: **February 1**

To be considered, a proposal must be postmarked by the deadline date. When one of these dates falls on a weekend or holiday, the postmark may reflect the following business day. Applications sent by fax or email cannot be accepted.

## **Application Review**

The Foundation will acknowledge each application received. Additional material may also be requested. Throughout this time, applicants are encouraged to notify the Foundation of any changes in the status of the project under review, including its funding. Final grant decisions will be announced approximately 10-12 weeks after each deadline. All applicants will be advised as to the outcome of their proposals. All decisions are final.

Grant awards are paid upon receipt of the signed grant agreement. Grantees may be asked to submit end of grant period reports. The Foundation must receive this report before considering any further grant applications from the same organization.

The Clabough Foundation endeavors to serve organizations throughout the indicated geographic areas. Despite this commitment, the Foundation is unable to fund every request it receives, and priorities may change from year to year. Denial of a request is not a reflection on the quality or worthiness of an organization.

## Contact Information

Please mail grant applications to:

The Clabough Foundation  
c/o Carole L. Spainhour, Esq.  
P O Box 1854  
Boone, NC 28607

Or via email to: [spainassist@bellsouth.net](mailto:spainassist@bellsouth.net)

The Foundation DOES NOT accept faxed grant applications.

For more information contact:

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