

Joseph L. Stubblefield Foundation

Blue Mountain Community Foundation

Instructions, Guidelines, Tips

The Joseph L. Stubblefield Foundation provides general project and operating support to nonprofits and charitable entities serving Columbia, Garfield, Umatilla, and Walla Walla Counties primarily. Grants may be made to nonprofits outside of the primary area but which are indirectly benefiting. For example, a college outside of the area but which grants/scholarships to students from the four-county area.

Eligible applicants include 501(c)(3) public charities, private foundations, nonprofits and certain governmental entities. Applications are evaluated based on narrative responses and organizational budgets. Certain purposes and organizations are ineligible for funding.

Below is a checklist for success.

- **Confirm Eligibility:** Verify that your organization is based in or provides services to Columbia, Garfield, Umatilla, or Walla Walla County. Ensure your organization falls under one of the eligible categories: 501(c)(3) public charities, private foundations, nonprofits and certain governmental entities. .
- **Review Ineligible Entities and Purposes:** The Foundation does not award grants to provide or support :
 - For-profit organizations
 - Political or lobbying activities
 - Religious organizations for sacramental or theological purposes
- **Prepare Required Documents:** For new applicants, gather tax status documentation.

If applicable, provide fiscal sponsor information.

- **Organize Budget:** Have the current organizational or project budget ready.
- **Compose Narrative Responses:** Type narrative responses for each question in a word processing software to check character length and so you can save it for use in other grant applications. Keep the responses succinct, relevant, and focused on the organization's mission delivery.
- **Address the Narrative Questions:** Craft responses to the two narrative questions related to the organization and mission delivery. Ensure clarity, grammar, and spelling are correct.
- **Review and Edit:** Carefully proofread and edit all responses to avoid errors.
- **Contact for Inquiries:** If you have any further questions or need clarification, contact the Communication & Grants Director at kate@bluemountainfoundation.org.

- **Double-Check Submission:** Verify that all information is accurate and complete before submitting the application.
- **Submit Application:** Submit the completed application and all required documents.

By following this checklist, applicants can increase their chances of a successful application to the Joseph L. Stubblefield Foundation.

Project Name*

Please provide a grant or project name that concisely summarizes how grant funding will be used. We use this name internally to refer to your grant application. For example, if you are asking for general operating support for your organization, you could just write "General operating support." Or if you are asking for funding to provide mental health programs for seniors, you could write "Providing mental health support for senior citizens."

Character Limit: 100

Service Area

Organization Service Eligibility*

Where is your organization headquartered and/or where does your organization provide services? Check all that apply.

Choices

Columbia County
Garfield County
Umatilla County
Walla Walla County
Other

Ineligible Service Area

Grants are preferentially made in Umatilla, Walla Walla, Columbia, or Garfield counties, but may be made to nonprofits outside of the primary area but which are indirectly benefiting individuals in the geographic area.

Organization Information

Organization Type*

The organization for which you are applying is a:

Choices

501(c)(3) nonprofit
Public Agency

Tax Documentation

Check your grant portal for a shared copy of the IRS letter of determination. If absent, please upload that document here (or a W-9 for public agencies.)

File Size Limit: 5 MB

Mission Statement*

Share the mission of your organization.

Character Limit: 2500

Fiscal Sponsor Information

Fiscal Sponsor Name

Please enter the name of the organization acting as your fiscal sponsor.

Character Limit: 250

Fiscal Sponsor EIN

Character Limit: 250

Organizational Questions

Amount Requested*

Character Limit: 20

Who Are You?*

Briefly describe your organization's story, mission, and core approach to your work, highlighting milestones, recent innovations, what distinguishes your organization today, and how its work is differentiated from other nonprofits providing similar services.

Character Limit: 5000

Why Is The Grant Needed?*

Explain the community need/problem your organization is currently working to address. Then tell us how you address that need and how a general operating grant can support this work.

Character Limit: 5000

Optional File Upload & Description

Have more to share? Upload supplemental information here and please tell us why.

File Size Limit: 5 MB

Signature

Sharing Information

The Joseph L. Stubblefield Foundation maintains relationships with other regional grantmakers and may share grant applications with them that they might be interested in funding. We do this as a way to potentially increase grant funding for organizations, possibly including yours. This sharing could include, but is not limited to, organization name, contact name and details, amount requested, narrative responses and the award status associated with this grant request.

In other words, we might share your grant application with other grantmakers. If you do NOT want us to share your application, please select below "NO - Do not share this information with other funders."

Choices

NO - Do not share this information with other funders.

Representative Name*

Character Limit: 250

Title*

Character Limit: 250

Date Approved*

Character Limit: 10