

ALPINEES/HOOD RIVER CIVIL AIR PATROL OUTDOOR EDUCATION FUND  
and  
THE JACK BALDWIN MEMORIAL OUTDOOR EDUCATION FUND

The Alpeees/Hood River Civil Air Patrol Outdoor Education Fund and the Jack Baldwin Memorial Outdoor Education Fund (collectively, the “Alpeees Outdoor Program”) is requesting proposals for its first funding cycle. The purpose of the Alpeees Outdoor Program is to promote outdoor education for the benefit of the residents of the Columbia River Gorge.

Organizers of activities that comply with Program objectives and eligibility requirements are encouraged to submit proposals for funding.

- In this grant cycle the grant range is \$500 to \$5,000 with \$10,000 total available to grant.
- Grant recipients are expected to comply with reporting requirements in order to eligible for any future grants.

### Eligibility

Eligibility Requirements for Grant Recipients:

- The Program will fund initiatives that enable people to engage in outdoor activities or study issues related to outdoor recreation and the environment.
- The grant recipient, or the beneficiaries of the funded activities, must be residents of the Columbia River Gorge.
- The grant recipient must be a 501(c)(3) organization, school or government program or be operating under the umbrella of such an organization.
- In the selection of grant recipients, priority will be given to initiatives with some combination of the following characteristics:
  - enable large numbers of people to engage in the activity;
  - enable people to engage in activities otherwise inaccessible to them;
  - engage minors in outdoor activity or study;
  - are part of a sustainable program;
  - potential for national recognition and replication; and,
  - where support from the Funds has potential to leverage funding from other sources.

### Application Process

- Applicants shall submit proposals by the published deadline.
- Applications must be sent in electronic format, either a MSWORD or a PDF file, to [gcf@gorge.net](mailto:gcf@gorge.net).
- The Alpeee Advisory Committee will evaluate and rank all proposals, and make final recommendations for grant awards to the Gorge Community Foundation. The Committee is comprised of five members meeting the following criteria:
  - Personal involvement in outdoor recreation activities
  - Past leadership experience with organized outdoor education or activity (e.g. coaching, team administration, Boy Scouts or Girl Scouts, community education instruction, search and rescue, etc.
  - Residence in the Columbia River Gorge area.

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- All applicants will be notified of the final status of their proposal via email.
- Awards will be announced.

**Proposal Requirements**

Proposals will have a maximum of three pages and contain the following minimum content:

1. An initial and concise, 1-2 sentence statement of the amount requested, what the Program grant will pay for and how that will promote outdoor education for the benefit of the residents of the Columbia River Gorge.
2. A description of the proposed activity. This should explain, minimally:
  - the objective.
  - the name of the project's main organizer and the legal and tax status of the organization. A copy of the organization's IRS Letter of Determination must be included with the proposal.
  - the people who will carry out the activities, and their responsibilities.
  - how participants will be covered by insurance, if necessary, and what steps are taken to manage a legal liability associated with the activity.
  - the participants and/or beneficiaries of the activities.
3. An explanation of how Program funds will be used.
4. An explanation of how Program funding of the activities meets each of the eligibility criteria.
5. An explanation of how the proposed activities will be measured when finished to evaluate how or how much they actually meet the eligibility criteria.
6. A budget that contains, minimally:
  - All (cash and inkind) funding sources, clearly defined, for the activity.
  - Separate line items for any compensation to the organizers, services purchased, and equipment.
  - An explanation of the ownership and future use of any equipment purchased.
7. An alternative proposal amount. Applicants are encouraged to include an alternative request for a lesser funding amount. This will enable the Committee to select the project if sufficient funds are not available for the original amount. This should include a brief explanation of how the initiative will be adapted to the smaller budget.
8. A calendar of events, including any critical deadlines.
9. The name, email and phone number of the person responsible for the proposal.