

# Criteria & Application Procedures

The Sample Foundation makes grants to tax-exempt organizations in the areas of **Health:** Proposals specifically directed toward the physical or mental health of those economically challenged; **Social Welfare:** Activities benefiting disadvantaged or vulnerable individuals and populations impacted by poverty, lack of access to services, unemployment and other contributing factors; **Capital Expenses:** These are NOT day-to-day operating costs. They are funds used to buy assets that have a useful life of more than one year. Examples of capital purchases include office equipment and furniture, computers, vehicles necessary for delivery of services, medical equipment and HVAC systems.

**The Foundation does not fund operating expenses** (such as rent or mortgage payments, payroll, utilities, administrative salaries, membership dues, subscriptions, accounting, legal services, insurance, office supplies, printing, mailing, advertising and promotion), scholarships, duplication of services, the arts, and organizations that attempt to influence legislation or intervene in any political campaign, or religious groups that proselytize by providing printed material, signage and programs that advocate a religious belief or require participation in religious activities.

Applications will be accepted when submitted online using the formal application form at [www.samplefoundation.org](http://www.samplefoundation.org).

We encourage applicants to seek co-funding as this shows both effort and local commitment to the process.

Applications must include a letter signed by the chief executive officer and the president of the board, a budget for the specific project, a balance sheet of assets and liabilities, and a list of board members. The Foundation requires all applicants to have a current 501C(3) status as described by the IRS code and a current 990 form available for review.

At a recent board meeting, the Foundation agreed to review the criteria for applicants in future years. While these criteria are not fully formed, we encourage potential applicants to contact us by email at [samplefoundation@gmail.com](mailto:samplefoundation@gmail.com), prior to submitting a proposal, to ensure it meets our criteria. We will respond as quickly as possible. Our goal is to serve the greatest need across our communities.

Applications are reviewed once a year.  
**The application deadline is August 1st.**  
Late applications will not be accepted.



The  
Sample  
Foundation

The Sample Foundation, Inc.  
P.O. Box 279  
Billings, Montana 59103  
[samplefoundation@gmail.com](mailto:samplefoundation@gmail.com)  
[samplefoundation.org](http://samplefoundation.org)



The  
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Foundation

## 2024 Report

Application Deadline:  
August 1st



# The Sample Foundation

The Sample Foundation, Inc., was incorporated on November 1, 1954, in Collier County, Florida, as a tax-exempt private foundation as defined in Section 509(a) of the Internal Revenue Code.

The Sample Foundation was established by John Glen Sample and Helen S. Sample to promote broad philanthropic objectives through grants and investments in the areas of health, social welfare, and services to the disadvantaged.

With the deaths of the founders, their son, Joseph S. Sample, relocated the principal office of the Foundation in 1977 to Billings, Montana. Along with his wife, Miriam T. Sample, Joe ran the Foundation for the next 45 years. Today, the Foundation continues to operate under the direction of members of the Sample family.

Generally, grants are limited to the areas within the state of Montana. The average grant amount is between \$6,000 and \$10,000.

## Directors

Barbara Sample, President  
 John Sample, Executive Director  
 Ron Yates, Treasurer  
 Bridget Sample Joyner  
 David Sample  
 Patrick Sample  
 James Sample  
 Joseph F. Sample  
 Kate Sample  
 Ryan Sample

## 2024 Contributions

|   |           |  |                  |
|---|-----------|--|------------------|
| ACLU of Montana, <i>Missoula, MT</i> .....  | \$4,000*  | Garnet Preservation Association,<br><i>Missoula, MT</i> .....                  | \$1,000*         |
| Alberta Bair Theater, <i>Billings, MT</i> .....   | \$3,000*  | Habitat for Humanity of Missoula,<br><i>Missoula, MT</i> .....                 | \$20,000         |
| B.E.A.R., <i>Hamilton, MT</i> .....   | \$15,000  | HAVEN, <i>Bozeman, MT</i> .....  | \$13,300         |
| Beauty of Bronze, <i>Wenatchee, WA</i> .....  | \$3,000*  | Helena Food Share Inc., <i>Helena, MT</i> .....                                | \$1,437          |
| Befrienders, <i>Bozeman, MT</i> .....   | \$1,999   | Homage, <i>Lynnwood, WA</i> .....  | \$5,000*         |
| Big Sky Senior Services, <i>Billings, MT</i> .....  | \$15,000  | ImagineIF Library Foundation, <i>Kalispell, MT</i> .....                       | \$6,400          |
| Billings District Council of the Society of<br>St. Vincent de Paul, <i>Billings, MT</i> ..... | \$4,676   | Immanuel Foundation, <i>Kalispell, MT</i> .....                                | \$15,000         |
| Billings Family YMCA, <i>Billings, MT</i> .....   | \$4,963   | Instrument Shop, <i>Missoula, MT</i> .....                                     | \$4,000*         |
| Billings Public Library Foundation,<br><i>Billings, MT</i> .....                              | \$4,000*  | Jeannette Rankin Peace Resource Center,<br><i>Missoula, MT</i> .....           | \$2,802          |
| Billings Public Schools, <i>Billings, MT</i> .....  | \$15,000  | Missoula Aging Services, <i>Missoula, MT</i> .....                             | \$5,000*         |
| Blue Mountain Clinic, <i>Missoula, MT</i> .....   | \$1,000*  | Missoula Food Bank & Community Center,<br><i>Missoula, MT</i> .....            | \$15,000         |
| Boys & Girls Club of Missoula County,<br><i>Missoula, MT</i> .....                            | \$9,300   | Missoula Interfaith Collaborative,<br><i>Missoula, MT</i> .....                | \$8,244          |
| Boys & Girls Club of Richland County,<br><i>Sidney, MT</i> .....                              | \$11,500  | Missoula Urban Demonstration Project,<br><i>Missoula, MT</i> .....             | \$10,250         |
| Boys & Girls Club of the Flathead Reservation<br>and Lake County, <i>Ronan, MT</i> .....      | \$15,000* | Montana Conservation Corps, <i>Bozeman, MT</i> .....                           | \$9,000          |
| Boys & Girls Clubs of Yellowstone County,<br><i>Billings, MT</i> .....                        | \$15,000  | Montana Empowerment Center,<br><i>Great Falls, MT</i> .....                    | \$6,200          |
| Bulletin of the Atomic Scientists, <i>Chicago, IL</i> .....                                   | \$2,000*  | Montana Wilderness School, <i>Belgrade, MT</i> .....                           | \$10,000         |
| Camp Randall Rowing Club, <i>Madison, WI</i> .....  | \$1,000*  | Mountain Health Gives, <i>Helena, MT</i> .....                                 | \$5,000          |
| CASA of Lake & Sanders Counties,<br><i>Polson, MT</i> .....                                   | \$10,000* | Mountain Home Montana, <i>Missoula, MT</i> .....                               | \$12,000*        |
| Children's Oncology Camp Foundation,<br><i>Missoula, MT</i> .....                             | \$9,300*  | Nate Chute Foundation, <i>Whitefish, MT</i> .....                              | \$5,493          |
| Chinook Horses, <i>Billings, MT</i> .....   | \$6,375   | Newman School, <i>Billings, MT</i> .....                                       | \$6,000*         |
| Custer County Food Bank, <i>Miles City, MT</i> .....  | \$5,000   | Outdoors for All Foundation, <i>Seattle, WA</i> .....                          | \$3,000*         |
| Eagle Mount Bozeman, <i>Bozeman, MT</i> .....   | \$15,000  | Partners Hope Foundation, <i>Missoula, MT</i> .....                            | \$20,000         |
| Easter Seals, <i>Seattle, WA</i> .....  | \$3,000*  | Poverello Center, Inc., <i>Missoula, MT</i> .....                              | \$15,016         |
| Eastern Montana CASA GAL Inc.,<br><i>Miles City, MT</i> .....                                 | \$10,000  | Quality Life Concepts, <i>Great Falls, MT</i> .....                            | \$10,000         |
| Education Foundation for Billings Public<br>Schools, <i>Billings, MT</i> .....                | \$5,950   | Ronald McDonald House of Charities,<br><i>Missoula, MT</i> .....               | \$3,000*         |
| Emma's House, <i>Hamilton, MT</i> .....   | \$2,000*  | Safe Harbor, <i>Ronan, MT</i> .....  | \$2,000*         |
| Families First Learning Lab, <i>Missoula, MT</i> .....  | \$3,000*  | St. Joseph's Hospital (Providence),<br><i>Polson, MT</i> .....                 | \$5,000*         |
| Family Promise of Gallatin Valley,<br><i>Bozeman, MT</i> .....                                | \$15,000  | St. Vincent de Paul of North Central Montana,<br><i>Great Falls, MT</i> .....  | \$6,000          |
| Family Promise of Great Falls, <i>Great Falls, MT</i> ....                                    | \$3,510   | The Ansley School, <i>Atlanta, GA</i> .....                                    | \$2,000*         |
| Farm to School of Park County,<br><i>Livingston, MT</i> .....                                 | \$14,400  | Thoreau Elementary PTO Inc., <i>Madison, WI</i> .....                          | \$1,000*         |
| Finley Point Volunteer Fire Dept.,<br><i>Polson, MT</i> .....                                 | \$1,000*  | Thrive, <i>Bozeman, MT</i> .....   | \$2,400          |
| Florence Crittenton Home & Services,<br><i>Helena, MT</i> .....                               | \$10,000  | University of MT Excellence Fund,<br><i>Missoula, MT</i> .....                 | \$1,500*         |
| Fort Ellis Fire and Rescue, <i>Bozeman, MT</i> .....  | \$18,178  | Watson's Children Center, <i>Missoula, MT</i> .....                            | \$1,500*         |
| Fountain Valley School,<br><i>Colorado Springs, CO</i> .....                                  | \$2,500*  | Western Montana Gay and Lesbian<br>Community Center, <i>Missoula, MT</i> ..... | \$5,000          |
| Friends of Index, <i>Index, WA</i> .....  | \$5,000*  | Yellowstone Public Radio, <i>Billings, MT</i> .....                            | \$2,000*         |
| Friends of Montana PBS, <i>Bozeman, MT</i> .....  | \$5,000*  | Yellowstone River Parks Association,<br><i>Billings, MT</i> .....              | \$3,000*         |
| Friends of the Children - Montana,<br><i>Missoula, MT</i> .....                               | \$15,000  | YWCA Missoula, <i>Missoula, MT</i> .....                                       | \$11,122         |
| Friendship Center of Helena, Inc.,<br><i>Helena, MT</i> .....                                 | \$12,500  |  |                  |
|   |           | <b>TOTAL</b> .....   | <b>\$551,814</b> |

\*We set aside a portion of our grant-making each year for some Directors to give in a discretionary way. These grants may fall outside of our mission.