



Funding Request Guidelines

2024 Gray Family Foundation Camp Maintenance Grant Program

Statement of Purpose

John Gray identified the ongoing maintenance of Outdoor School camp facilities as a critical factor in preserving a full range of options for kids to get outside. In 2024, Gray Family Foundation will award grants to camp facilities that have **maintenance** and **improvement** needs. Priority will be given to applicants that regularly host outdoor school for 5th and 6th grade students, are geographically dispersed, and reflect our values regarding diversity, equity, and inclusion.

In establishing this fund, Gray Family Foundation founder John Gray envisioned repairing bathrooms, trails, bunkhouses, and water systems; maintenance projects and repairs that tend to be harder to fund than other projects, but which are essential to effective, safe, and accessible camp operations. The fund is also intended to support positive experiences for all students at outdoor school, including maintenance projects increasing ADA accessibility and resilience to natural hazards (including wildfires), as well as projects that focus on improving the safety and usability of the site for individuals of varying needs.

Eligibility

We will consider applications submitted by non-profit camp facilities or school, districts, tribal entities, or 501(c)3 non-profit organizations submitting on behalf of an organizational camp in Oregon. Please note that any projects should align with the applying organization's mission. Proposals from faith-based organizations are welcome as long as programs and services do not include the promotion of a singular belief system, are extended beyond the congregation, and provide an environment which is welcoming to and inclusive of all user groups. Please see our [anti-discrimination policy](#) for more information.

The following list of categories will give you an idea of the types of projects we support. In 2024 we also strongly encourage you to [take a look at this resource from Empowering Access](#) on considerations related to accessibility in camp maintenance projects. If you are unclear about whether your selected project(s) align with our funding priorities, please don't hesitate to contact us at grants@grayff.org.

This fund is **not eligible to be used toward capital projects for new construction or the purchase a vehicles**, but is to be directed to help with repairs and improvements to existing facilities such as:

- Insulation and weatherproofing
- Roofing, siding, windows, gutters, and drainpipe replacements
- Dry rot correction and staining/painting
- Doors, decks, floors, and floor coverings
- Water, sewer, septic, irrigation, heating, electrical, and plumbing systems
- Roads, paths, trails, and signage
- Grounds upkeep
- Safety upgrades and features compliant with the Americans with Disability Act
- Masonry and concrete repairs
- Cabinets and countertops
- Emergency repairs

We also recognize that facilities and maintenance staff play essential roles in ensuring facilities are maintained while camp is not in session or services are limited and **requested funds may be used to ensure those staff positions can be sustained throughout the year as long as those staff have key responsibilities for maintenance**. However, we are not able to offer multi-year funding for maintenance projects or staff, so organizations should consider that if requesting funds to support maintenance staff.

Matching Requirements:

For those of you who have applied for funding from Gray Family Foundation in the past, we want to be explicit that **for 2024 we are continuing to not require a specific match from camps applying for funding from Gray Family Foundation**. We do encourage camps to identify a variety of funding sources to support the costs of maintenance work and projects as a strategy for future financial stability and also recognize that it is important to offer as much flexibility as possible.

Request Process:

In 2024, we have a budget of \$575,000 to support camp maintenance projects throughout the state. We have simplified our request letter process for 2024. **We encourage you to contact our Program Officer, Nell Tessman, at ntessman@grayff.org to share the basics of your project before submitting a request. Please see below for our request process.**

Please include in your request:

- 1) A cover sheet that includes:
 - Facility Name:

- Facility Address:
 - Fiscally Sponsoring Organization Name (if applicable)
 - Address of Fiscal Sponsor (if applicable):
 - Primary Contact Person:
 - Phone:
 - Email Address:
 - Tax ID (of organization or fiscal sponsor):
 - Note: If you have a fiscal sponsor, please include a letter from the fiscal sponsor acknowledging they are willing to manage funds for this project.
- 2) A letter with 1) brief description of camp, 2) proposed project(s) on which the funds will be spent, 3) how the facility plans to support outdoor school in 2024/25 including the quantity of outdoor school hosted and schools/districts who plan to use or typically use the facility, 4) how the facility supports other youth programming (if applicable), and 5) how the project supports increased safety, accessibility, or other factors that specifically benefit the camp's ability to host youth, educators, and other staff.
 - Please also note in your letter if you are interested in having **Empowering Access** review your grant request for potential accessibility and inclusion considerations for your project. [Click here for more information about Empowering Access.](#)
 - 3) "Before" photos of the facilities which are proposed for repair in your cover letter (if applicable). Note: *"After" photos will be required alongside your final grant report.*
 - 4) Budget for proposed project(s). We are open to aligned requests up to approximately \$60,000. If your request exceeds \$60,000, please feel free to include that information as depending on our available budget we may be able to offer additional support.
 - 5) List of overall deferred maintenance needs of the camp *with cost estimates, if available.*
 - 6) Organizational budget (last finalized budget year is acceptable) and a copy of the most recent audited financials if available.

Requests are due on rolling basis to grants@grayff.org throughout 2024. Requests may be submitted at any time, but deadlines and funding periods are outlined in the timeline section below.

Timeline:

The Gray Family Foundation Board of Directors meet four times annually to make decisions on grant requests. The grant review process begins after receiving a completed application and usually takes four to six weeks. If you have a time sensitive request, we generally recommend applying by the following dates and grant awards will be made until funds are fully expended.

Applications received no later than...	Will generally be considered in...
January 22	Mid-February

May 6	Late-May
August 9	Early-September
October 18	Mid-November

Reporting Requirements:

Once the project is complete, we will require a brief report describing the project and its impacts. This will help with our own program evaluation and will help us refine the activities of the fund in the future. You will be provided a reporting deadline and link to the template with your formal award letter. [The report form will also be available on our website.](#)

Questions?

More information about Gray FF grant programs can be found on our website <https://grayff.org>

If you have other questions, you may contact the Gray Family Foundation at 503-552-3511 or grants@grayff.org.