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Return of Private Foundation
or Section 4947(a)(1) Nonexempt Charitable Trust
Treated as a Private Foundation

Note. The foundation may be able to use a copy of this return to satisfy state reporting requirements.

2011

For calendar year 2011 or tax year beginning

, and ending

Name of foundation GILHOUSEN FAMILY FOUNDATION		A Employer identification number 74-2938609
Number and street (or P.O. box number if mail is not delivered to street address) 599 HIGH TOWER ROAD		B Telephone number 406-600-6816
City or town, state, and ZIP code BOZEMAN, MT 59718		C If exemption application is pending, check here <input type="checkbox"/>
G Check all that apply: <input type="checkbox"/> Initial return <input type="checkbox"/> Initial return of a former public charity <input type="checkbox"/> Final return <input type="checkbox"/> Amended return <input type="checkbox"/> Address change <input type="checkbox"/> Name change		D 1. Foreign organizations, check here <input type="checkbox"/> Foreign organizations meeting the 85% test, 2. check here and attach computation <input type="checkbox"/>
H Check type of organization: <input checked="" type="checkbox"/> Section 501(c)(3) exempt private foundation <input type="checkbox"/> Section 4947(a)(1) nonexempt charitable trust <input type="checkbox"/> Other taxable private foundation		E If private foundation status was terminated under section 507(b)(1)(A), check here <input type="checkbox"/>
I Fair market value of all assets at end of year (from Part II, col (c), line 16) \$ 1,700,399.	J Accounting method: <input checked="" type="checkbox"/> Cash <input type="checkbox"/> Accrual <input type="checkbox"/> Other (specify) _____	F If the foundation is in a 60-month termination under section 507(b)(1)(B), check here <input type="checkbox"/>

Part I Analysis of Revenue and Expenses (The total of amounts in columns (b), (c), and (d) may not necessarily equal the amounts in column (a).)		(a) Revenue and expenses per books	(b) Net investment income	(c) Adjusted net income	(d) Disbursements for charitable purposes (cash basis only)
1 Contributions, gifts, grants, etc., received		1,200.		N/A	
2 Check <input checked="" type="checkbox"/> if the foundation is not required to attach Sch. B					
3 Interest on savings and temporary cash investments					
4 Dividends and interest from securities		82,622.	77,740.		STATEMENT 1
5a Gross rents					
b Net rental income or (loss)					
6a Net gain or (loss) from sale of assets not on line 10		107,756.			
b Gross sales price for all assets on line 6a 3,507,641.					
7 Capital gain net income (from Part IV, line 2)			107,756.		
8 Net short-term capital gain					
9 Income modifications					
10a Gross sales less returns and allowances					
b Less Cost of goods sold					
c Gross profit or (loss)					
11 Other income					
12 Total Add lines 1 through 11		191,578.	185,496.		
13 Compensation of officers, directors, trustees, etc		52,382.	0.		52,382.
14 Other employee salaries and wages					
15 Pension plans, employee benefits		16.	0.		16.
16a Legal fees					
b Accounting fees STMT 2		5,500.	550.		4,950.
c Other professional fees STMT 3		22,472.	22,387.		85.
17 Interest					
18 Taxes STMT 4		4,736.	0.		4,736.
19 Depreciation and depletion					
20 Occupancy					
21 Travel, conferences, and meetings		3,140.	0.		3,140.
22 Printing and publications					
23 Other expenses STMT 5		29,165.	640.		28,525.
24 Total operating and administrative expenses. Add lines 13 through 23		117,411.	23,577.		93,834.
25 Contributions, gifts, grants paid		2,182,650.			2,182,650.
26 Total expenses and disbursements. Add lines 24 and 25		2,300,061.	23,577.		2,276,484.
27 Subtract line 26 from line 12:					
a Excess of revenue over expenses and disbursements		<2,108,483.>			
b Net investment income (if negative, enter -0-)			161,919.		
c Adjusted net income (if negative, enter -0-)				N/A	

P
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Part II Balance Sheets		Attached schedules and amounts in the description column should be for end-of-year amounts only		Beginning of year	End of year	
				(a) Book Value	(b) Book Value	(c) Fair Market Value
Assets	1	Cash - non-interest-bearing				
	2	Savings and temporary cash investments		206,781.	62,584.	62,584.
	3	Accounts receivable ▶				
		Less: allowance for doubtful accounts ▶				
	4	Pledges receivable ▶				
		Less: allowance for doubtful accounts ▶				
	5	Grants receivable				
	6	Receivables due from officers, directors, trustees, and other disqualified persons				
	7	Other notes and loans receivable ▶				
		Less: allowance for doubtful accounts ▶				
	8	Inventories for sale or use				
	9	Prepaid expenses and deferred charges				
	10a	Investments - U.S. and state government obligations				
	b	Investments - corporate stock				
	c	Investments - corporate bonds				
11	Investments - land, buildings, and equipment basis ▶					
	Less: accumulated depreciation ▶					
12	Investments - mortgage loans					
13	Investments - other	STMT 6	3,532,015.	1,567,729.	1,637,815.	
14	Land, buildings, and equipment: basis ▶					
	Less: accumulated depreciation ▶					
15	Other assets (describe ▶)					
16	Total assets (to be completed by all filers)		3,738,796.	1,630,313.	1,700,399.	
Liabilities	17	Accounts payable and accrued expenses				
	18	Grants payable				
	19	Deferred revenue				
	20	Loans from officers, directors, trustees, and other disqualified persons				
	21	Mortgages and other notes payable				
	22	Other liabilities (describe ▶)				
23	Total liabilities (add lines 17 through 22)		0.	0.		
Net Assets or Fund Balances	Foundations that follow SFAS 117, check here ▶ <input type="checkbox"/>					
	and complete lines 24 through 26 and lines 30 and 31.					
	24	Unrestricted				
	25	Temporarily restricted				
	26	Permanently restricted				
	Foundations that do not follow SFAS 117, check here ▶ <input checked="" type="checkbox"/>					
	and complete lines 27 through 31.					
	27	Capital stock, trust principal, or current funds		0.	0.	
	28	Paid-in or capital surplus, or land, bldg., and equipment fund		0.	0.	
29	Retained earnings, accumulated income, endowment, or other funds		3,738,796.	1,630,313.		
30	Total net assets or fund balances		3,738,796.	1,630,313.		
31	Total liabilities and net assets/fund balances		3,738,796.	1,630,313.		

Part III Analysis of Changes in Net Assets or Fund Balances

1	Total net assets or fund balances at beginning of year - Part II, column (a), line 30 (must agree with end-of-year figure reported on prior year's return)	1	3,738,796.
2	Enter amount from Part I, line 27a	2	<2,108,483.>
3	Other increases not included in line 2 (itemize) ▶	3	0.
4	Add lines 1, 2, and 3	4	1,630,313.
5	Decreases not included in line 2 (itemize) ▶	5	0.
6	Total net assets or fund balances at end of year (line 4 minus line 5) - Part II, column (b), line 30	6	1,630,313.

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Part IV Capital Gains and Losses for Tax on Investment Income

(a) List and describe the kind(s) of property sold (e.g., real estate, 2-story brick warehouse; or common stock, 200 shs. MLC Co.)	(b) How acquired P - Purchase D - Donation	(c) Date acquired (mo., day, yr.)	(d) Date sold (mo., day, yr.)
1a MERRILL LYNCH #04063 - PUBLICLY TRADED			
b SECURITIES	P	VARIOUS	VARIOUS
c POWERSHARES DB COMMODITY LIQUIDATION	P	VARIOUS	VARIOUS
d SECURITIES LITIGATION	P	VARIOUS	VARIOUS
e			

(e) Gross sales price	(f) Depreciation allowed (or allowable)	(g) Cost or other basis plus expense of sale	(h) Gain or (loss) (e) plus (f) minus (g)
a			
b 3,507,641.		3,407,044.	100,597.
c			7,108.
d			51.
e			

Complete only for assets showing gain in column (h) and owned by the foundation on 12/31/69			(i) Gains (Col. (h) gain minus col. (k), but not less than -0-) or Losses (from col. (h))
(i) F.M.V. as of 12/31/69	(j) Adjusted basis as of 12/31/69	(k) Excess of col. (i) over col. (j), if any	
a			
b			100,597.
c			7,108.
d			51.
e			

2 Capital gain net income or (net capital loss)	{ If gain, also enter in Part I, line 7 If (loss), enter -0- in Part I, line 7 }	2	107,756.
3 Net short-term capital gain or (loss) as defined in sections 1222(5) and (6): If gain, also enter in Part I, line 8, column (c). If (loss), enter -0- in Part I, line 8	{ }	3	N/A

Part V Qualification Under Section 4940(e) for Reduced Tax on Net Investment Income

(For optional use by domestic private foundations subject to the section 4940(a) tax on net investment income.)

If section 4940(d)(2) applies, leave this part blank.

Was the foundation liable for the section 4942 tax on the distributable amount of any year in the base period?

☐ Yes ☒ No

If "Yes," the foundation does not qualify under section 4940(e). Do not complete this part.

1 Enter the appropriate amount in each column for each year; see instructions before making any entries.

(a) Base period years Calendar year (or tax year beginning in)	(b) Adjusted qualifying distributions	(c) Net value of noncharitable-use assets	(d) Distribution ratio (col. (b) divided by col. (c))
2010	2,095,477.	4,458,693.	.469976
2009	2,025,682.	5,780,668.	.350424
2008	1,993,797.	6,927,569.	.287806
2007	1,900,116.	5,583,901.	.340285
2006	2,375,154.	6,139,965.	.386835

2 Total of line 1, column (d)	2	1.835326
3 Average distribution ratio for the 5-year base period - divide the total on line 2 by 5, or by the number of years the foundation has been in existence if less than 5 years	3	.367065
4 Enter the net value of noncharitable-use assets for 2011 from Part X, line 5	4	2,757,636.
5 Multiply line 4 by line 3	5	1,012,232.
6 Enter 1% of net investment income (1% of Part I, line 27b)	6	1,619.
7 Add lines 5 and 6	7	1,013,851.
8 Enter qualifying distributions from Part XII, line 4	8	2,283,065.

If line 8 is equal to or greater than line 7, check the box in Part VI, line 1b, and complete that part using a 1% tax rate.
See the Part VI instructions.

Part VI Excise Tax Based on Investment Income (Section 4940(a), 4940(b), 4940(e), or 4948 - see instructions)

1a Exempt operating foundations described in section 4940(d)(2), check here <input type="checkbox"/> and enter "N/A" on line 1. Date of ruling or determination letter: _____ (attach copy of letter if necessary-see instructions)			
b Domestic foundations that meet the section 4940(e) requirements in Part V, check here <input checked="" type="checkbox"/> and enter 1% of Part I, line 27b		1	1,619.
c All other domestic foundations enter 2% of line 27b. Exempt foreign organizations enter 4% of Part I, line 12, col. (b).			
2 Tax under section 511 (domestic section 4947(a)(1) trusts and taxable foundations only. Others enter -0-)		2	0.
3 Add lines 1 and 2		3	1,619.
4 Subtitle A (income) tax (domestic section 4947(a)(1) trusts and taxable foundations only. Others enter -0-)		4	0.
5 Tax based on investment income Subtract line 4 from line 3. If zero or less, enter -0-		5	1,619.
6 Credits/Payments:			
a 2011 estimated tax payments and 2010 overpayment credited to 2011	6a	6,405.	
b Exempt foreign organizations - tax withheld at source	6b		
c Tax paid with application for extension of time to file (Form 8868)	6c		
d Backup withholding erroneously withheld	6d		
7 Total credits and payments. Add lines 6a through 6d	7	6,405.	
8 Enter any penalty for underpayment of estimated tax. Check here <input type="checkbox"/> if Form 2220 is attached	8		
9 Tax due If the total of lines 5 and 8 is more than line 7, enter amount owed	9		
10 Overpayment. If line 7 is more than the total of lines 5 and 8, enter the amount overpaid	10	4,786.	
11 Enter the amount of line 10 to be: Credited to 2012 estimated tax <input checked="" type="checkbox"/> 4,786. Refunded <input type="checkbox"/>	11	0.	

Part VII-A Statements Regarding Activities

	Yes	No
1a During the tax year, did the foundation attempt to influence any national, state, or local legislation or did it participate or intervene in any political campaign?		X
1b Did it spend more than \$100 during the year (either directly or indirectly) for political purposes (see instructions for definition)? If the answer is "Yes" to 1a or 1b, attach a detailed description of the activities and copies of any materials published or distributed by the foundation in connection with the activities.		X
c Did the foundation file Form 1120-POL for this year?		X
d Enter the amount (if any) of tax on political expenditures (section 4955) imposed during the year: (1) On the foundation. <input checked="" type="checkbox"/> \$ 0. (2) On foundation managers. <input checked="" type="checkbox"/> \$ 0.		
e Enter the reimbursement (if any) paid by the foundation during the year for political expenditure tax imposed on foundation managers. <input checked="" type="checkbox"/> \$ 0.		
2 Has the foundation engaged in any activities that have not previously been reported to the IRS? If "Yes," attach a detailed description of the activities		X
3 Has the foundation made any changes, not previously reported to the IRS, in its governing instrument, articles of incorporation, or bylaws, or other similar instruments? If "Yes," attach a conformed copy of the changes		X
4a Did the foundation have unrelated business gross income of \$1,000 or more during the year?		X
b If "Yes," has it filed a tax return on Form 990-T for this year?		
5 Was there a liquidation, termination, dissolution, or substantial contraction during the year? If "Yes," attach the statement required by General Instruction T.		X
6 Are the requirements of section 508(e) (relating to sections 4941 through 4945) satisfied either: • By language in the governing instrument, or • By state legislation that effectively amends the governing instrument so that no mandatory directions that conflict with the state law remain in the governing instrument?	X	
7 Did the foundation have at least \$5,000 in assets at any time during the year? If "Yes," complete Part II, col (c), and Part XV.	X	
8a Enter the states to which the foundation reports or with which it is registered (see instructions) <input checked="" type="checkbox"/> MT		
b If the answer is "Yes" to line 7, has the foundation furnished a copy of Form 990-PF to the Attorney General (or designate) of each state as required by General Instruction G? If "No," attach explanation	X	
9 Is the foundation claiming status as a private operating foundation within the meaning of section 4942(j)(3) or 4942(j)(5) for calendar year 2011 or the taxable year beginning in 2011 (see instructions for Part XIV)? If "Yes," complete Part XIV		X
10 Did any persons become substantial contributors during the tax year? If "Yes," attach a schedule listing their names and addresses		X

N/A

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Part VII-A Statements Regarding Activities (continued)

11	At any time during the year, did the foundation, directly or indirectly, own a controlled entity within the meaning of section 512(b)(13)? If "Yes," attach schedule (see instructions)	11		X
12	Did the foundation make a distribution to a donor advised fund over which the foundation or a disqualified person had advisory privileges? If "Yes," attach statement (see instructions)	12		X
13	Did the foundation comply with the public inspection requirements for its annual returns and exemption application? Website address ► N/A	13	X	
14	The books are in care of ► KLEIN GILHOUSEN Telephone no. ► 858-558-9200 Located at ► 599 HIGH TOWER ROAD, BOZEMAN, MT ZIP+4 ► 59718			
15	Section 4947(a)(1) nonexempt charitable trusts filing Form 990-PF in lieu of Form 1041 - Check here and enter the amount of tax-exempt interest received or accrued during the year ► 15 N/A			
16	At any time during calendar year 2011, did the foundation have an interest in or a signature or other authority over a bank, securities, or other financial account in a foreign country? See the instructions for exceptions and filing requirements for Form TD F 90-22.1. If "Yes," enter the name of the foreign country ►	16	Yes	No
				X

Part VII-B Statements Regarding Activities for Which Form 4720 May Be Required

File Form 4720 if any item is checked in the "Yes" column, unless an exception applies.

		Yes	No
1a	During the year did the foundation (either directly or indirectly):		
	(1) Engage in the sale or exchange, or leasing of property with a disqualified person? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
	(2) Borrow money from, lend money to, or otherwise extend credit to (or accept it from) a disqualified person? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
	(3) Furnish goods, services, or facilities to (or accept them from) a disqualified person? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
	(4) Pay compensation to, or pay or reimburse the expenses of, a disqualified person? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
	(5) Transfer any income or assets to a disqualified person (or make any of either available for the benefit or use of a disqualified person)? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
	(6) Agree to pay money or property to a government official? (Exception. Check "No" if the foundation agreed to make a grant to or to employ the official for a period after termination of government service, if terminating within 90 days.) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
b	If any answer is "Yes" to 1a(1)-(6), did any of the acts fail to qualify under the exceptions described in Regulations section 53.4941(d)-3 or in a current notice regarding disaster assistance (see instructions)? Organizations relying on a current notice regarding disaster assistance check here ► <input type="checkbox"/>	1b	X
c	Did the foundation engage in a prior year in any of the acts described in 1a, other than excepted acts, that were not corrected before the first day of the tax year beginning in 2011?	1c	X
2	Taxes on failure to distribute income (section 4942) (does not apply for years the foundation was a private operating foundation defined in section 4942(j)(3) or 4942(j)(5)):		
a	At the end of tax year 2011, did the foundation have any undistributed income (lines 6d and 6e, Part XIII) for tax year(s) beginning before 2011? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If "Yes," list the years ►		
b	Are there any years listed in 2a for which the foundation is not applying the provisions of section 4942(a)(2) (relating to incorrect valuation of assets) to the year's undistributed income? (If applying section 4942(a)(2) to all years listed, answer "No" and attach statement - see instructions.) N/A	2b	
c	If the provisions of section 4942(a)(2) are being applied to any of the years listed in 2a, list the years here. ►		
3a	Did the foundation hold more than a 2% direct or indirect interest in any business enterprise at any time during the year? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
b	If "Yes," did it have excess business holdings in 2011 as a result of (1) any purchase by the foundation or disqualified persons after May 26, 1969; (2) the lapse of the 5-year period (or longer period approved by the Commissioner under section 4943(c)(7)) to dispose of holdings acquired by gift or bequest; or (3) the lapse of the 10-, 15-, or 20-year first phase holding period? (Use Schedule C, Form 4720, to determine if the foundation had excess business holdings in 2011.) N/A	3b	
4a	Did the foundation invest during the year any amount in a manner that would jeopardize its charitable purposes?	4a	X
b	Did the foundation make any investment in a prior year (but after December 31, 1969) that could jeopardize its charitable purpose that had not been removed from jeopardy before the first day of the tax year beginning in 2011?	4b	X

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Part VII-B Statements Regarding Activities for Which Form 4720 May Be Required (continued)

5a During the year did the foundation pay or incur any amount to:

(1) Carry on propaganda, or otherwise attempt to influence legislation (section 4945(e))?

☐ Yes ☒ No

(2) Influence the outcome of any specific public election (see section 4955); or to carry on, directly or indirectly, any voter registration drive?

☐ Yes ☒ No

(3) Provide a grant to an individual for travel, study, or other similar purposes?

☐ Yes ☒ No

(4) Provide a grant to an organization other than a charitable, etc., organization described in section 509(a)(1), (2), or (3), or section 4940(d)(2)?

☐ Yes ☒ No

(5) Provide for any purpose other than religious, charitable, scientific, literary, or educational purposes, or for the prevention of cruelty to children or animals?

☐ Yes ☒ No

b If any answer is "Yes" to 5a(1)-(5), did any of the transactions fail to qualify under the exceptions described in Regulations section 53.4945 or in a current notice regarding disaster assistance (see instructions)?

N/A

5b

Organizations relying on a current notice regarding disaster assistance check here

☒

c If the answer is "Yes" to question 5a(4), does the foundation claim exemption from the tax because it maintained expenditure responsibility for the grant?

N/A

☐ Yes ☐ No

If "Yes," attach the statement required by Regulations section 53.4945-5(d)

6a Did the foundation, during the year, receive any funds, directly or indirectly, to pay premiums on a personal benefit contract?

☐ Yes ☒ No

b Did the foundation, during the year, pay premiums, directly or indirectly, on a personal benefit contract?

6b

X

If "Yes" to 6b, file Form 8870

7a At any time during the tax year, was the foundation a party to a prohibited tax shelter transaction?

☐ Yes ☒ No

b If "Yes," did the foundation receive any proceeds or have any net income attributable to the transaction?

N/A

7b

Part VIII Information About Officers, Directors, Trustees, Foundation Managers, Highly Paid Employees, and Contractors

1 List all officers, directors, trustees, foundation managers and their compensation.

(a) Name and address	(b) Title, and average hours per week devoted to position	(c) Compensation (If not paid, enter -0-)	(d) Contributions to employee benefit plans and deferred compensation	(e) Expense account, other allowances
KLEIN GILHOUSEN	PRESIDENT			
599 HIGH TOWER ROAD				
BOZEMAN, MT 59718	0.00	0.	0.	0.
KAREN GILHOUSEN	VICE PRESIDENT			
599 HIGH TOWER ROAD				
BOZEMAN, MT 59718	0.00	0.	0.	0.
PATRICIA A. GUPTILL	DIRECTOR			
13205 S.W. WHISTLING WAY				
BEAVERTON, OR 97008	0.00	0.	0.	0.
PATRICIA A. GUPTILL	FOUNDATION ADMINISTRATION			
13205 S.W. WHISTLING WAY				
BEAVERTON, OR 97008	24.00	52,382.	0.	0.

2 Compensation of five highest-paid employees (other than those included on line 1). If none, enter "NONE."

(a) Name and address of each employee paid more than \$50,000	(b) Title, and average hours per week devoted to position	(c) Compensation	(d) Contributions to employee benefit plans and deferred compensation	(e) Expense account, other allowances
NONE				

Total number of other employees paid over \$50,000

0

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Part VIII**Information About Officers, Directors, Trustees, Foundation Managers, Highly Paid Employees, and Contractors** (continued)**3** Five highest-paid independent contractors for professional services. If none, enter "NONE."

(a) Name and address of each person paid more than \$50,000	(b) Type of service	(c) Compensation
NONE		

Total number of others receiving over \$50,000 for professional services

0

Part IX-A Summary of Direct Charitable Activities

List the foundation's four largest direct charitable activities during the tax year. Include relevant statistical information such as the number of organizations and other beneficiaries served, conferences convened, research papers produced, etc.	Expenses
1	
SEE STATEMENT 7	20,000.
2	
3	
4	

Part IX-B Summary of Program-Related Investments

Describe the two largest program-related investments made by the foundation during the tax year on lines 1 and 2.	Amount
1 CALVERT SOCIAL INVST FDN NOTE 2% - NON PROFIT ORG. USING COMMUNITY INVESTMENT TO FINANCE AFFORDABLE HOMES, FUND SMALL BUSINESSES, AND ENGAGE IN COMMUNITY DEVELOPMENT.	6,581.
2	
All other program-related investments. See instructions.	
3	
Total. Add lines 1 through 3	6,581.

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Part X Minimum Investment Return (All domestic foundations must complete this part. Foreign foundations, see instructions)

1	Fair market value of assets not used (or held for use) directly in carrying out charitable, etc., purposes:		
a	Average monthly fair market value of securities	1a	2,510,819.
b	Average of monthly cash balances	1b	288,811.
c	Fair market value of all other assets	1c	
d	Total (add lines 1a, b, and c)	1d	2,799,630.
e	Reduction claimed for blockage or other factors reported on lines 1a and 1c (attach detailed explanation)	1e	0.
2	Acquisition indebtedness applicable to line 1 assets	2	0.
3	Subtract line 2 from line 1d	3	2,799,630.
4	Cash deemed held for charitable activities. Enter 1 1/2% of line 3 (for greater amount, see instructions)	4	41,994.
5	Net value of noncharitable-use assets. Subtract line 4 from line 3. Enter here and on Part V, line 4	5	2,757,636.
6	Minimum investment return. Enter 5% of line 5	6	137,882.

Part XI Distributable Amount (see instructions) (Section 4942(j)(3) and (j)(5) private operating foundations and certain foreign organizations check here ☐ and do not complete this part.)

1	Minimum investment return from Part X, line 6	1	137,882.
2a	Tax on investment income for 2011 from Part VI, line 5	2a	1,619.
b	Income tax for 2011. (This does not include the tax from Part VI.)	2b	
c	Add lines 2a and 2b	2c	1,619.
3	Distributable amount before adjustments. Subtract line 2c from line 1	3	136,263.
4	Recoveries of amounts treated as qualifying distributions	4	0.
5	Add lines 3 and 4	5	136,263.
6	Deduction from distributable amount (see instructions)	6	0.
7	Distributable amount as adjusted. Subtract line 6 from line 5. Enter here and on Part XIII, line 1	7	136,263.

Part XII Qualifying Distributions (see instructions)

1	Amounts paid (including administrative expenses) to accomplish charitable, etc., purposes:		
a	Expenses, contributions, gifts, etc. - total from Part I, column (d), line 26	1a	2,276,484.
b	Program-related investments - total from Part IX-B	1b	6,581.
2	Amounts paid to acquire assets used (or held for use) directly in carrying out charitable, etc., purposes	2	
3	Amounts set aside for specific charitable projects that satisfy the:		
a	Suitability test (prior IRS approval required)	3a	
b	Cash distribution test (attach the required schedule)	3b	
4	Qualifying distributions. Add lines 1a through 3b. Enter here and on Part V, line 8, and Part XIII, line 4	4	2,283,065.
5	Foundations that qualify under section 4940(e) for the reduced rate of tax on net investment income. Enter 1% of Part I, line 27b	5	1,619.
6	Adjusted qualifying distributions. Subtract line 5 from line 4	6	2,281,446.

Note. The amount on line 6 will be used in Part V, column (b), in subsequent years when calculating whether the foundation qualifies for the section 4940(e) reduction of tax in those years.

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Part XIII Undistributed Income (see instructions)

	(a) Corpus	(b) Years prior to 2010	(c) 2010	(d) 2011
1 Distributable amount for 2011 from Part XI, line 7				136,263.
2 Undistributed income, if any, as of the end of 2011				
a Enter amount for 2010 only			0.	
b Total for prior years:		0.		
3 Excess distributions carryover, if any, to 2011:				
a From 2006	2,110,788.			
b From 2007	1,612,273.			
c From 2008	1,743,140.			
d From 2009	1,738,511.			
e From 2010	1,879,732.			
f Total of lines 3a through e	9,084,444.			
4 Qualifying distributions for 2011 from Part XII, line 4: ▶ \$	2,283,065.			
a Applied to 2010, but not more than line 2a			0.	
b Applied to undistributed income of prior years (Election required - see instructions)		0.		
c Treated as distributions out of corpus (Election required - see instructions)	0.			
d Applied to 2011 distributable amount				136,263.
e Remaining amount distributed out of corpus	2,146,802.			
5 Excess distributions carryover applied to 2011 (If an amount appears in column (d), the same amount must be shown in column (a))	0.			0.
6 Enter the net total of each column as indicated below:	11,231,246.			
a Corpus Add lines 3f, 4c, and 4e Subtract line 5				
b Prior years' undistributed income. Subtract line 4b from line 2b		0.		
c Enter the amount of prior years' undistributed income for which a notice of deficiency has been issued, or on which the section 4942(a) tax has been previously assessed		0.		
d Subtract line 6c from line 6b. Taxable amount - see instructions		0.		
e Undistributed income for 2010. Subtract line 4a from line 2a. Taxable amount - see instr.			0.	
f Undistributed income for 2011. Subtract lines 4d and 5 from line 1. This amount must be distributed in 2012				0.
7 Amounts treated as distributions out of corpus to satisfy requirements imposed by section 170(b)(1)(F) or 4942(g)(3)	0.			
8 Excess distributions carryover from 2006 not applied on line 5 or line 7	2,110,788.			
9 Excess distributions carryover to 2012. Subtract lines 7 and 8 from line 6a	9,120,458.			
10 Analysis of line 9:				
a Excess from 2007	1,612,273.			
b Excess from 2008	1,743,140.			
c Excess from 2009	1,738,511.			
d Excess from 2010	1,879,732.			
e Excess from 2011	2,146,802.			

Part XV Supplementary Information (continued)

3 Grants and Contributions Paid During the Year or Approved for Future Payment				
Recipient	If recipient is an individual, show any relationship to any foundation manager or substantial contributor	Foundation status of recipient	Purpose of grant or contribution	Amount
Name and address (home or business)				
a Paid during the year				
SEE ATTACHED FOR COMPLETE LISTING	NONE	PUBLIC	GENERAL	2,182,650.
Total			3a	2,182,650.
b Approved for future payment				
BOZEMAN DEACONESS FOUNDATION (TO BE PAID IN 2012)	NONE	PUBLIC	GENERAL	100,000.
MONTANA CENTER FOR HORSEMANSHIP (TO BE PAID IN 2012)	NONE	PUBLIC	GENERAL	250,000.
MONTANA CENTER FOR HORSEMANSHIP (TO BE PAID IN 2013)	NONE	PUBLIC	GENERAL	150,000.
Total			3b	500,000.

Part XVII Information Regarding Transfers To and Transactions and Relationships With Noncharitable Exempt Organizations

		Yes	No
1	Did the organization directly or indirectly engage in any of the following with any other organization described in section 501(c) of the Code (other than section 501(c)(3) organizations) or in section 527, relating to political organizations?		
a	Transfers from the reporting foundation to a noncharitable exempt organization of:		
	(1) Cash		X
	(2) Other assets		X
b	Other transactions:		
	(1) Sales of assets to a noncharitable exempt organization		X
	(2) Purchases of assets from a noncharitable exempt organization		X
	(3) Rental of facilities, equipment, or other assets		X
	(4) Reimbursement arrangements		X
	(5) Loans or loan guarantees		X
	(6) Performance of services or membership or fundraising solicitations		X
c	Sharing of facilities, equipment, mailing lists, other assets, or paid employees		X
d	If the answer to any of the above is "Yes," complete the following schedule. Column (b) should always show the fair market value of the goods, other assets, or services given by the reporting foundation. If the foundation received less than fair market value in any transaction or sharing arrangement, show in column (d) the value of the goods, other assets, or services received.		


[illegible]


2a Is the foundation directly or indirectly affiliated with, or related to, one or more tax-exempt organizations described in section 501(c) of the Code (other than section 501(c)(3)) or in section 527? ☐ Yes ☒ No


b If "Yes," complete the following schedule.		
(a) Name of organization	(b) Type of organization	(c) Description of relationship
N/A		

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than taxpayer) is based on all information of which preparer has any knowledge.

Sign Here







Signature of officer or trustee Date Title

May the IRS discuss this return with the preparer shown below (see instr. 7)?
☒ Yes ☐ No

Paid Preparer Use Only	Print/Type preparer's name	Preparer's signature	Date	Check <input type="checkbox"/> if self-employed	PTIN
	MARK W. LINDSAY	<i>Mark W. Lindsay</i>	MAY 11 2012		P00236185
	Firm's name ▶ LINDSAY & BROWNELL, LLP				Firm's EIN ▶ 33-0885895
	Firm's address ▶ 4225 EXECUTIVE SQUARE, SUITE 1150 LA JOLLA, CA 92037				Phone no. 858 5589200

Form **990-PF** (2011)

Schedule B(Form 990, 990-EZ,
or 990-PF)Department of the Treasury
Internal Revenue Service**Schedule of Contributors**

▶ Attach to Form 990, Form 990-EZ, or Form 990-PF.

OMB No 1545-0047

2011

Name of the organization

Employer identification number

GILHOUSEN FAMILY FOUNDATION

74-2938609

Organization type (check one).

Filers of:

Section:

Form 990 or 990-EZ

☐ 501(c)() (enter number) organization☐ 4947(a)(1) nonexempt charitable trust **not** treated as a private foundation☐ 527 political organization

Form 990-PF

☒ 501(c)(3) exempt private foundation☐ 4947(a)(1) nonexempt charitable trust treated as a private foundation☐ 501(c)(3) taxable private foundationCheck if your organization is covered by the **General Rule** or a **Special Rule**.**Note.** Only a section 501(c)(7), (8), or (10) organization can check boxes for both the General Rule and a Special Rule. See instructions.**General Rule**

- ☐ For an organization filing Form 990, 990-EZ, or 990-PF that received, during the year, \$5,000 or more (in money or property) from any one contributor. Complete Parts I and II

Special Rules

- ☐ For a section 501(c)(3) organization filing Form 990 or 990-EZ that met the 33 1/3% support test of the regulations under sections 509(a)(1) and 170(b)(1)(A)(vi) and received from any one contributor, during the year, a contribution of the greater of (1) \$5,000 or (2) 2% of the amount on (i) Form 990, Part VIII, line 1h, or (ii) Form 990-EZ, line 1. Complete Parts I and II.
- ☐ For a section 501(c)(7), (8), or (10) organization filing Form 990 or 990-EZ that received from any one contributor, during the year, total contributions of more than \$1,000 for use *exclusively* for religious, charitable, scientific, literary, or educational purposes, or the prevention of cruelty to children or animals. Complete Parts I, II, and III.
- ☐ For a section 501(c)(7), (8), or (10) organization filing Form 990 or 990-EZ that received from any one contributor, during the year, contributions for use *exclusively* for religious, charitable, etc., purposes, but these contributions did not total to more than \$1,000. If this box is checked, enter here the total contributions that were received during the year for an *exclusively* religious, charitable, etc., purpose. Do not complete any of the parts unless the **General Rule** applies to this organization because it received nonexclusively religious, charitable, etc., contributions of \$5,000 or more during the year ▶ \$ _____

Caution. An organization that is not covered by the General Rule and/or the Special Rules does not file Schedule B (Form 990, 990-EZ, or 990-PF), but it **must** answer "No" on Part IV, line 2, of its Form 990, or check the box on line H of its Form 990-EZ or on Part I, line 2 of its Form 990-PF, to certify that it does not meet the filing requirements of Schedule B (Form 990, 990-EZ, or 990-PF).

LHA For Paperwork Reduction Act Notice, see the Instructions for Form 990, 990-EZ, or 990-PF. Schedule B (Form 990, 990-EZ, or 990-PF) (2011)

Name of organization

Employer identification number

GILHOUSEN FAMILY FOUNDATION**74-2938609****Part I Contributors** (see instructions) Use duplicate copies of Part I if additional space is needed

(a) No.	(b) Name, address, and ZIP + 4	(c) Total contributions	(d) Type of contribution
1	ROY AND PATRICIA GUPTILL 13205 SW WHISTLING WAY BEAVERTON, OR 97008	\$ 1,200.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)
		\$	Person <input type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)
		\$	Person <input type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)
		\$	Person <input type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)
		\$	Person <input type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)
		\$	Person <input type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)
		\$	Person <input type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)

Employer identification number

74-2938609

[illegible]

Name of organization

Employer identification number

GILHOUSEN FAMILY FOUNDATION**74-2938609**

Part III Exclusively religious, charitable, etc., individual contributions to section 501(c)(7), (8), or (10) organizations that total more than \$1,000 for the year. Complete columns (a) through (e) and the following line entry. For organizations completing Part III, enter the total of exclusively religious, charitable, etc., contributions of \$1,000 or less for the year. (Enter this information once) ▶ \$

Use duplicate copies of Part III if additional space is needed

(a) No. from Part I	(b) Purpose of gift	(c) Use of gift	(d) Description of how gift is held
	(e) Transfer of gift		
	Transferee's name, address, and ZIP + 4		Relationship of transferor to transferee
	(e) Transfer of gift		
	Transferee's name, address, and ZIP + 4		Relationship of transferor to transferee
	(e) Transfer of gift		
	Transferee's name, address, and ZIP + 4		Relationship of transferor to transferee
	(e) Transfer of gift		
	Transferee's name, address, and ZIP + 4		Relationship of transferor to transferee
	(e) Transfer of gift		
	Transferee's name, address, and ZIP + 4		Relationship of transferor to transferee

FORM 990-PF	DIVIDENDS AND INTEREST FROM SECURITIES	STATEMENT	1
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SOURCE	GROSS AMOUNT	CAPITAL GAINS DIVIDENDS	COLUMN (A) AMOUNT
CALVERT SOCIAL INVESTMENT FOUNDATION	6,581.	0.	6,581.
GLOBAL PARTNERSHIP 2008 LLC	4,000.	0.	4,000.
ML #04030 INTEREST	493.	0.	493.
ML #04063 DIVIDENDS	71,384.	0.	71,384.
ML #04063 INTEREST	164.	0.	164.
TOTAL TO FM 990-PF, PART I, LN 4	82,622.	0.	82,622.

FORM 990-PF	ACCOUNTING FEES	STATEMENT	2
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DESCRIPTION	(A) EXPENSES PER BOOKS	(B) NET INVEST- MENT INCOME	(C) ADJUSTED NET INCOME	(D) CHARITABLE PURPOSES
PROFESSIONAL SERVICES	5,500.	550.		4,950.
TO FORM 990-PF, PG 1, LN 16B	5,500.	550.		4,950.

FORM 990-PF	OTHER PROFESSIONAL FEES	STATEMENT	3
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DESCRIPTION	(A) EXPENSES PER BOOKS	(B) NET INVEST- MENT INCOME	(C) ADJUSTED NET INCOME	(D) CHARITABLE PURPOSES
INVESTMENT FEES	22,387.	22,387.		0.
COMPUTER TECH	85.	0.		85.
TO FORM 990-PF, PG 1, LN 16C	22,472.	22,387.		85.

FORM 990-PF	TAXES			STATEMENT	4
DESCRIPTION	(A) EXPENSES PER BOOKS	(B) NET INVEST- MENT INCOME	(C) ADJUSTED NET INCOME	(D) CHARITABLE PURPOSES	
PAYROLL TAX	4,736.	0.		4,736.	
TO FORM 990-PF, PG 1, LN 18	4,736.	0.		4,736.	

FORM 990-PF	OTHER EXPENSES			STATEMENT	5
DESCRIPTION	(A) EXPENSES PER BOOKS	(B) NET INVEST- MENT INCOME	(C) ADJUSTED NET INCOME	(D) CHARITABLE PURPOSES	
BANK FEES	38.	0.		38.	
SUPPLIES	2,054.	0.		2,054.	
DUES & SUBSCRIPTIONS	5,614.	0.		5,614.	
TELEPHONE	623.	0.		623.	
MISCELLANEOUS EXPENSES	640.	640.		0.	
FILING FEES	15.	0.		15.	
DIRECT CHARITABLE ACTIVITY	20,000.	0.		20,000.	
POSTAGE	181.	0.		181.	
TO FORM 990-PF, PG 1, LN 23	29,165.	640.		28,525.	

FORM 990-PF	OTHER INVESTMENTS		STATEMENT	6
DESCRIPTION	VALUATION METHOD	BOOK VALUE	FAIR MARKET VALUE	
MERRILL LYNCH ACCT #88Q-04063 - MUTUAL FUNDS	COST	479,311.	492,522.	
CALVERT FOUNDATION NOTE 2%	COST	335,607.	335,607.	
MERRILL LYNCH ACCT #88Q-04030 - YORK TOTAL ACCESS	COST	195,959.	253,821.	
MERRILL LYNCH ACCT #88Q-04030 - PAULSON ADVANTAGE ACCESS	COST	206,852.	190,928.	
MERRILL LYNCH ACCT #88Q-04030 - POST ACCESS LTD	COST	250,000.	264,937.	
GLOBAL PARTNERSHIPS 2008 LLC	COST	100,000.	100,000.	
TOTAL TO FORM 990-PF, PART II, LINE 13		1,567,729.	1,637,815.	

FORM 990-PF	SUMMARY OF DIRECT CHARITABLE ACTIVITIES	STATEMENT	7
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ACTIVITY ONE

TO PROVIDE ORGANIZATIONAL ASSESSMENTS AND FOLLOW-UP CAPACITY
BUILDING PROJECTS FOR THRIVE AND THE CHILDREN'S MUSEUM OF
BOZEMAN THROUGH THE MONTANA NONPROFIT CONNECTIONS PROGRAM OF
BIG SKY INSTITUTE.

EXPENSES

TO FORM 990-PF, PART IX-A, LINE 1

20,000.

FORM 990-PF	PART XV - LINE 1A	STATEMENT	8
	LIST OF FOUNDATION MANAGERS		

NAME OF MANAGER

KLEIN GILHOUSEN
KAREN GILHOUSEN

FORM 990-PF

GRANT APPLICATION SUBMISSION INFORMATION
PART XV, LINES 2A THROUGH 2D

STATEMENT 9

NAME AND ADDRESS OF PERSON TO WHOM APPLICATIONS SHOULD BE SUBMITTED

PATTI GILHOUSEN GUPTILL (FOUNDATION.ADMIN@GILHOUSEN.NET)
599 HIGH TOWER ROAD
BOZEMAN, MT 59718

TELEPHONE NUMBER

406-600-6816

FORM AND CONTENT OF APPLICATIONS

SEE ATTACHED

ANY SUBMISSION DEADLINES

ALL MATERIALS MUST BE RECEIVED BY MARCH 31ST, JUNE 30TH, SEPTEMBER 30TH, OR
DECEMBER 31ST.

RESTRICTIONS AND LIMITATIONS ON AWARDS

GIVING FOCUS IS ON GALLATIN COUNTY, MONTANA. PRE-SELECTED CHARITIES ONLY
OUTSIDE OF MONTANA.

Gilhousen Family Foundation Grants 2011

Grants in Montana

Children's Services

Beartooth Mountain Christian Ranch	foster siblings camp	\$ 16,000
Big Brothers Big Sisters of Gallatin County	general support	\$ 5,000
CCCS Discovery House	operating support for shelter care home for teens in Anaconda	\$ 5,000
Child Care Connections	child safety events in Gallatin Co	\$ 6,000
Eagle Mount	Adventure Days summer programs	\$ 35,447
Family Matters	Family Resource Center, Polson	
(payee Lake Co Coalition for Kids)	support for the PAT program of in-home visits	\$ 5,000
Gallatin 4-H Foundation	KidsLink after school program & various Gallatin Co 4-H prgms	\$ 36,000
Intermountain	- Therapeutic foster care not covered by state reimbursement rate	\$ 75,000
	- Creation of new ChildWise Institute for education of therapists, parents, etc	\$ 25,000
	- New Family Life Center Building	\$ 55,000
	- New Chapel on campus	\$ 25,000
	- where most needed	\$ 75,000
		<hr/>
		\$ 255,000
Montana 4-H Foundation	production & distribution of the new Western Heritage program book	\$ 10,000
ROC Wheels	support for the local YEWTHS ROCK program (we love it!)	\$ 60,000
Stevens Youth Center	for badly needed repairs to their building	
(Payee is Youth, Inc)	in White Sulphur Springs	\$ 3,500
Thrive	support for Belgrade and Bozeman Parent Place & for the Partnership Project	\$ 100,000
	Subtotal	\$ 536,947

Community Building

Community Mediation Center	peer mediation, youth justice council	
FREE	Family mediation, operating exp	\$ 25,000
	sponsorship for Environmental Stewardship for Religious Leaders conference	\$ 15,000
Greater Gallatin United Way	operating expenses, to acknowledge the great job GGUW does of convening local non-profits to work on the area's most pressing issues	\$ 105,000
Habitat for Humanity Gallatin Valley	home building/repair in Gallatin Co	\$ 30,000
Heart of the Valley Humane Society	Vet Care fund; spay/neuter programs and Kitty Comfort items	\$ 10,000
Montana Meth Project	meth use prevention programs	\$ 40,000

Red Feather Development Group	housing on the Northern Cheyenne Reservation	\$ 10,000
Sacred Portion Children's Outreach	funds to assist with Hague Accreditation process	\$ 20,000
	Subtotal	\$ 255,000
Human Services		
Face-to-Face Christian Ministries	food pantry for Granite county	\$ 6,000
Gallatin County Love INC	relational ministry program	\$ 35,100
Haven	operating expenses for domestic violence shelter	\$ 52,500
HRDC Home To Stay	housing stability project	\$ 30,000
HRDC Personal Care	services for home-bound seniors	\$ 12,000
Overcomers Recovery	dental care for participants successful with recovery from Meth use	\$ 8,000
(payee Libby Assembly of God Church)	event to connect homeless persons with services – many agencies	\$ 1,000
Project Homeless Connect	computers, software, and CPR manikins	\$ 9,053
(payee Greater Gallatin United Way)	operating support	\$ 42,000
Reach, Inc		
The Help Center		
	Subtotal	\$ 195,653
Christian Outreach		
Belgrade Community Church Youth	youth group mission trip to MX	\$ 5,100
(payee Youth With a Mission)		
Clergy Recovery Network	development of recovery resources specifically for clergy persons	\$ 7,500
Clydehurst Christian Ranch	funds to complete a new cabin	\$ 12,800
Temple Hills American Baptist Camp	Executive Director salary support	\$ 67,863
The Rock Youth Center	operating expenses	\$ 239,112
Young Life Montana	support for Lodge Grass JROTC kids to go to Young Life Camp	\$ 15,000
	Subtotal	\$ 347,375
Health Care		
Bozeman Deaconess Foundation	expand emergency capacity	\$ 200,000
Community Health Partners	mental health capacity for West Yellowstone community	\$ 60,000
Gallatin Mental Health Center	mental health "charity care"	\$ 50,000
(payee: Western Montana Mental Health)		
St Catherine Family Health Care Clinic	medical services for families	\$ 10,000
	Subtotal	\$ 320,000
Arts		
Bozeman Symphony Society	operating expenses, computer peripherals and software	\$ 30,000
Intermountain Opera	production expense for fall opera	\$ 15,000
Montana Ballet Company	operating expenses	\$ 15,000
Montana PBS	support for the 11 & Grant program,	

	<i>The Long Trail and Indian Relay</i>	
	documentary productions	\$ 24,000
Shakespeare in the Parks	support of summer productions	\$ 20,000
	Subtotal	\$ 104,000
Education		
Bozeman School Foundation	new instruments and repair of older instruments to support band	\$ 20,000
Engineers Without Borders MSU	support for this MSU group doing working to bring drinking water to villages in Kenya	\$ 35,000
Junior Achievement	general support	\$ 500
Monforton School Foundation	student trip to Washington DC	\$ 2,000
Montana Center for Horsemanship	new equestrian facility for use by UM Dillon	\$ 250,000
	Subtotal	\$ 307,500
Environment		
American Prairie Foundation	operating expenses for Reserve	\$ 8,000
Montana Raptor Conservation Center	operating expenses	\$ 5,000
	Subtotal	\$ 13,000
Miscellaneous		
Big Sky Institute	non-profit capacity building	\$ 5,000
	Subtotal	\$ 5,000

	Subtotal Grants in Montana	\$2,084,475

Grants in Oregon

Oregon Foster Youth Connection	operating support for this program	\$ 10,000
payee Children First for Oregon		

Subtotal Grants in Oregon \$ 10,000

National & International Grants

ABC Northwest	Churches of the Future gathering	\$ 2,500
English Language Institute in China	teacher support, Mongolia	\$ 5,000
First Baptist Church Waukegan	summer program for area low-income elementary students	\$ 10,000
Fractured Atlas	Film project dealing with alcoholism & other topics – Brooke Swaney	\$ 3,500
	Waiting for Haiti documentary project by Robert Larson	\$ 2,500
Global Partnerships	operating support for identification of new microfinance partners in Latin	

	America	\$	10,000
Holy Spirit Renewal Ministries	operating expenses	\$	35,000
Howard Payne University	doctoral completion funds for faculty	\$	18,000
Philanthropy Northwest	operating support	\$	975

Subtotal		\$	87,475
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Next Generation Giving Program

Leadership Beaverton		\$	200
Providence Classical School	school uniforms – Texas	\$	500

Subtotal		\$	700
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Overall Total		\$2,182,650
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GILHOUSEN FAMILY FOUNDATION
74-2938609
ATTACHMENT TO PART XV, LINE 2B: STATEMENT 12

Grant Request Guidelines

The Gilhousen Family Foundation accepts *unsolicited* grant requests *only* from:

- non-profits located in Montana,
 - non-profits outside Montana with program work specifically to be done *in Montana*.
- Our area of special focus is Gallatin County.

To submit a grant request, please send a one-page cover letter, detailing:

- a background on what the project or on-going need is,
- how it will impact the community,
- what you are asking from us, and
- the time line on which the funds are needed.

Required attachments would be:

- a copy of the tax determination letter, or if that is not available, at least your tax-ID number, *ONLY if this is your first time applying with us* - otherwise we will simply look up your current status on Guidestar,
- a list of your board members, including name, occupation, and address of each,
- a copy of an audited financial statement, if available (this is required if the annual budget for the organization is over \$250,000),
- current financial statements, or at least a copy of the budget for your organization, and,
- information regarding other funding sources you have received help from or are pursuing.

Additional attachments may be included, to provide more in-depth information, not to exceed 10 pages. Requests for personal appearances before the foundation board can not be granted. Be sure to *include contact information*, in case we have questions.

We hold quarterly board meetings in January, April, July and October. All materials must be received by the foundation by the last day of the month preceding a board meeting. For example, to be considered in the January board meeting, all materials must be received before December 31st for consideration at that meeting. All information can be sent via e-mail, or please send to the foundation mailing address: 599 High Tower Rd., Bozeman, MT 59718.

Do Not Send Certified Mail. If you want to be sure your request is received, several things can be done - for example: use FedEx; try using *Delivery Confirmation* (unless this requires a signature); send an e-mail to: foundation.admin@gilhousen.net to ask if your mail has been received; mail your request with ample time before the month end due date; send a copy via e-mail. Be aware that special bindings etc. are removed and all requests are placed in manila folders.