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EXTENDED TO NOVEMBER 15, 2016

Return of Private Foundation

or Section 4947(a)(1) Trust Treated as Private Foundation

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Information about Form 990-PF and its separate instructions is at www.irs.gov/form990pf.

OMB No 1545-0052

2015

Open to Public Inspection

Form 990-PF

Department of the Treasury
Internal Revenue Service

For calendar year 2015 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	Room/suite	B Telephone number 406-600-6816
City or town, state or province, country, and ZIP or foreign postal 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"/> Final return <input type="checkbox"/> Address change <input type="checkbox"/> Initial return of a former public charity <input type="checkbox"/> Amended return <input type="checkbox"/> Name change		D 1. Foreign organizations, check here <input type="checkbox"/> 2. Foreign organizations meeting the 85% test, 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) \$ 422,102.	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		393,426.		N/A	
2 Check <input 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		3,582.	3,573.		STATEMENT 1
5a Gross rents					
b Net rental income or (loss)					
6a Net gain or (loss) from sale of assets not on line 10		1,272,768.			
b Gross sales price for all assets on line 6a		2,082,737.			
7 Capital gain net income (from Part IV, line 2)			1,272,768.		
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		1,669,776.	1,276,341.		
13 Compensation of officers, directors, trustees, etc		65,055.	0.		65,055.
14 Other employee salaries and wages					
15 Pension plans, employee benefits					
16a Legal fees					
b Accounting fees STMT 2		5,900.	590.		5,310.
c Other professional fees STMT 3		1,388.	1,388.		0.
17 Interest					
18 Taxes STMT 4		9,325.	0.		5,563.
19 Depreciation and depletion					
20 Occupancy		6,550.	0.		6,550.
21 Travel, conferences, and meetings		1,881.	0.		1,881.
22 Printing and publications					
23 Other expenses STMT 5		7,113.	66.		7,047.
24 Total operating and administrative expenses. Add lines 13 through 23		97,212.	2,044.		91,406.
25 Contributions, gifts, grants paid		1,993,550.			1,993,550.
26 Total expenses and disbursements. Add lines 24 and 25		2,090,762.	2,044.		2,084,956.
27 Subtract line 26 from line 12:					
a Excess of revenue over expenses and disbursements		<420,986.>			
b Net investment income (if negative, enter -0-)			1,274,297.		
c Adjusted net income (if negative, enter -0-)				N/A	

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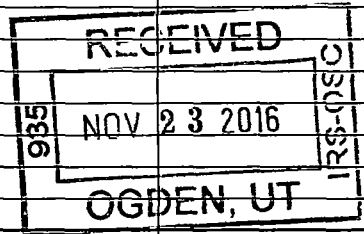
LHA For Paperwork Reduction Act Notice, see instructions.

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07331019 795635 GILHOU1601

2015.04030 GILHOUSEN FAMILY FOUNDATION GILHOU21



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	8,874.	69,275.	69,275.	
	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		834,214.	352,827.	352,827.	
14 Land, buildings, and equipment, basis ▶					
Less accumulated depreciation ▶					
15 Other assets (describe ▶)					
16 Total assets (to be completed by all filers - see the instructions. Also, see page 1, item I)		843,088.	422,102.	422,102.	
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"/>				
	24 Unrestricted and complete lines 24 through 26 and lines 30 and 31.				
	25 Temporarily restricted				
	26 Permanently restricted				
	Foundations that do not follow SFAS 117, check here ▶ <input checked="" type="checkbox"/>				
	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	843,088.	422,102.		
	30 Total net assets or fund balances	843,088.	422,102.		
	31 Total liabilities and net assets/fund balances	843,088.	422,102.		

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	843,088.
2 Enter amount from Part I, line 27a	2	<420,986.>
3 Other increases not included in line 2 (itemize) ▶	3	0.
4 Add lines 1, 2, and 3	4	422,102.
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	422,102.

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 #04030 - PUBLICLY TRADED				
b SECURITIES		D	VARIOUS	12/31/15
c MERRILL LYNCH #04063 - PUBLICLY TRADED				
d SECURITIES		P	VARIOUS	12/31/15
e SECURITIES LITIGATION		P	VARIOUS	12/31/15

(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 1,271,539.			1,271,539.
c			
d 811,186.		809,968.	1,218.
e 11.			11.

Complete only for assets showing gain in column (h) and owned by the foundation on 12/31/69

(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	(l) Gains (Col. (h) gain minus col. (k), but not less than -0-) or Losses (from col. (h))
a			
b			1,271,539.
c			
d			1,218.
e			11.

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	1,272,768.
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 the 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))
2014	2,990,327.	1,343,146.	2.226360
2013	2,456,508.	3,138,030.	.782819
2012	2,261,594.	1,868,854.	1.210150
2011	2,281,446.	2,757,636.	.827319
2010	2,095,477.	4,458,693.	.469976

2 Total of line 1, column (d)	2	5.516624
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	1.103325
4 Enter the net value of noncharitable-use assets for 2015 from Part X, line 5	4	470,116.
5 Multiply line 4 by line 3	5	518,691.
6 Enter 1% of net investment income (1% of Part I, line 27b)	6	12,743.
7 Add lines 5 and 6	7	531,434.
8 Enter qualifying distributions from Part XII, line 4	8	2,087,846.

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)		1	12,743.
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		2	0.
c All other domestic foundations enter 2% of line 27b. Exempt foreign organizations enter 4% of Part I, line 12, col. (b).		3	12,743.
2 Tax under section 511 (domestic section 4947(a)(1) trusts and taxable foundations only. Others enter -0-)		4	0.
3 Add lines 1 and 2		5	12,743.
4 Subtitle A (income) tax (domestic section 4947(a)(1) trusts and taxable foundations only. Others enter -0-)		6a	15,600.
5 Tax based on investment income. Subtract line 4 from line 3. If zero or less, enter -0-		6b	
6 Credits/Payments:		6c	11,000.
a 2015 estimated tax payments and 2014 overpayment credited to 2015		6d	
b Exempt foreign organizations - tax withheld at source		7	26,600.
c Tax paid with application for extension of time to file (Form 8868)		8	
d Backup withholding erroneously withheld		9	
7 Total credits and payments. Add lines 6a through 6d		10	13,857.
8 Enter any penalty for underpayment of estimated tax. Check here <input type="checkbox"/> if Form 2220 is attached		11	0.
9 Tax due. If the total of lines 5 and 8 is more than line 7, enter amount owed			
10 Overpayment. If line 7 is more than the total of lines 5 and 8, enter the amount overpaid			
11 Enter the amount of line 10 to be: Credited to 2016 estimated tax <input checked="" type="checkbox"/> Refunded <input type="checkbox"/>			

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 the 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
1c 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?		X
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 2015 or the taxable year beginning in 2015 (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)

	Yes	No
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)		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)		X
13 Did the foundation comply with the public inspection requirements for its annual returns and exemption application?	X	
Website address N/A		
14 The books are in care of KAREN 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 2015, 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?	Yes	No
See the instructions for exceptions and filing requirements for FinCEN Form 114. If "Yes," enter the name of the foreign country	16	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		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 2015?		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 2015, did the foundation have any undistributed income (lines 6d and 6e, Part XIII) for tax year(s) beginning before 2015? If "Yes," list the years	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
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	
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 2015 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 2015.)	N/A	
4a Did the foundation invest during the year any amount in a manner that would jeopardize its charitable purposes?		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 2015?		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 4945(d)(4)(A)? (see instructions)

☐ 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 599 HIGH TOWER ROAD BOZEMAN, MT 59718	PRESIDENT 0.50	0.	0.	0.
KAREN GILHOUSEN 599 HIGH TOWER ROAD BOZEMAN, MT 59718	VICE PRESIDENT 0.50	0.	0.	0.
PATRICIA A. GUPTILL 13205 S.W. WHISTLING WAY BEAVERTON, OR 97008	DIRECTOR 0.50	0.	0.	0.
PATRICIA A. GUPTILL 13205 S.W. WHISTLING WAY BEAVERTON, OR 97008	FOUNDATION ADMINISTRATION 28.00	65,055.	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 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	98,533.
b	Average of monthly cash balances	1b	378,742.
c	Fair market value of all other assets	1c	
d	Total (add lines 1a, b, and c)	1d	477,275.
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	477,275.
4	Cash deemed held for charitable activities. Enter 1 1/2% of line 3 (for greater amount, see instructions)	4	7,159.
5	Net value of noncharitable-use assets. Subtract line 4 from line 3. Enter here and on Part V, line 4	5	470,116.
6	Minimum investment return. Enter 5% of line 5	6	23,506.

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	23,506.
2a	Tax on investment income for 2015 from Part VI, line 5	2a	12,743.
b	Income tax for 2015. (This does not include the tax from Part VI.)	2b	
c	Add lines 2a and 2b	2c	12,743.
3	Distributable amount before adjustments. Subtract line 2c from line 1	3	10,763.
4	Recoveries of amounts treated as qualifying distributions	4	0.
5	Add lines 3 and 4	5	10,763.
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	10,763.

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	2,084,956.
b	Program-related investments - total from Part IX-B	1b	2,890.
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	2,087,846.
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	12,743.
6	Adjusted qualifying distributions. Subtract line 5 from line 4	6	2,075,103.

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 2014	(c) 2014	(d) 2015
1 Distributable amount for 2015 from Part XI, line 7				10,763.
2 Undistributed income, if any, as of the end of 2015				
a Enter amount for 2014 only			0.	
b Total for prior years:		0.		
3 Excess distributions carryover, if any, to 2015:				
a From 2010	1,879,732.			
b From 2011	2,146,802.			
c From 2012	2,272,817.			
d From 2013	2,304,776.			
e From 2014	2,954,324.			
f Total of lines 3a through e	11,558,451.			
4 Qualifying distributions for 2015 from Part XII, line 4: ▶ \$	2,087,846.			
a Applied to 2014, 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 2015 distributable amount				10,763.
e Remaining amount distributed out of corpus	2,077,083.			
5 Excess distributions carryover applied to 2015 (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:				
a Corpus. Add lines 3f, 4c, and 4e. Subtract line 5	13,635,534.			
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 2014. Subtract line 4a from line 2a. Taxable amount - see instr.			0.	
f Undistributed income for 2015. Subtract lines 4d and 5 from line 1. This amount must be distributed in 2016				0.
7 Amounts treated as distributions out of corpus to satisfy requirements imposed by section 170(b)(1)(F) or 4942(g)(3) (Election may be required - see instructions)	0.			
8 Excess distributions carryover from 2010 not applied on line 5 or line 7	1,879,732.			
9 Excess distributions carryover to 2016. Subtract lines 7 and 8 from line 6a	11,755,802.			
10 Analysis of line 9:				
a Excess from 2011	2,146,802.			
b Excess from 2012	2,272,817.			
c Excess from 2013	2,304,776.			
d Excess from 2014	2,954,324.			
e Excess from 2015	2,077,083.			

N/A

- ▶

☐ 4942(1)(3) or ☐ 4942(1)(5)

- [illegible]

2015.04030 GILHOUSEN FAMILY FOUNDATION GILHOU21

Part XV Supplementary Information (continued)**3 Grants and Contributions Paid During the Year or Approved for Future Payment**

Recipient Name and address (home or business)	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
a Paid during the year				
SEE ATTACHED FOR COMPLETE LISTING	NONE	PUBLIC	GENERAL	1,993,550.
Total			3a	1,993,550.
b Approved for future payment				
MONTANA YOUNG LIFE FOR THE LODGE GRASS JROTC	NONE	PUBLIC	GENERAL - MATCHING GRANT	10,000.
THE HELP CENTER	NONE	PUBLIC	GENERAL - MATCHING GRANT	10,000.
CHILDREN FIRST FOR OREGON - OREGON FOSTER YOUTH CONNECTION	NONE	PUBLIC	GENERAL	10,000.
Total			3b	56,000.
SEE CONTINUATION SHEET(S)				

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.
▶ Information about Schedule B (Form 990, 990-EZ, or 990-PF) and
its instructions is at www.irs.gov/form990.

OMB No 1545-0047

2015

Name of the organization

GILHOUSEN FAMILY FOUNDATION

Employer identification number

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, contributions totaling \$5,000 or more (in money or property) from any one contributor. Complete Parts I and II. See instructions for determining a contributor's total contributions.

Special Rules

- ☐ For an organization described in section 501(c)(3) 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), that checked Schedule A (Form 990 or 990-EZ), Part II, line 13, 16a, or 16b, and that received from any one contributor, during the year, total contributions 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 an organization described in section 501(c)(7), (8), or (10) filing Form 990 or 990-EZ that received from any one contributor, during the year, total contributions of more than \$1,000 *exclusively* for religious, charitable, scientific, literary, or educational purposes, or for the prevention of cruelty to children or animals. Complete Parts I, II, and III.
- ☐ For an organization described in section 501(c)(7), (8), or (10) filing Form 990 or 990-EZ that received from any one contributor, during the year, contributions *exclusively* for religious, charitable, etc., purposes, but no such contributions totaled 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 totaling \$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 its Form 990-PF, Part I, line 2, 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) (2015)**

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
<u>1</u>	<u>GILHOUSEN INVESTMENTS, L.P.</u> <u>599 HIGH TOWER ROAD</u> <u>BOZEMAN, MT 59718</u>	\$ <u>0.</u>	Person <input type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input checked="" type="checkbox"/> (Complete Part II for noncash contributions.)
<u>2</u>	<u>KLEIN AND KAREN GILHOUSEN</u> <u>599 HIGH TOWER ROAD</u> <u>BOZEMAN, MT 59718</u>	\$ <u>42,876.</u>	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
<u>3</u>	<u>GILHOUSEN INVESTMENTS, L.P.</u> <u>599 HIGH TOWER ROAD</u> <u>BOZEMAN, MT 59718</u>	\$ <u>350,000.</u>	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
		\$	Person <input type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
		\$	Person <input type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
		\$	Person <input type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)

Employer identification number

74-2938609

(a) No. from Part I	(b) Description of noncash property given	(c) FMV (or estimate) (see instructions)	(d) Date received
1	4,000 SHARES OF QUALCOMM	\$ 272,920.	03/30/15
(a) No. from Part I	(b) Description of noncash property given	(c) FMV (or estimate) (see instructions)	(d) Date received
1	15,090 SHARES OF QUALCOMM	\$ 1,000,090.	06/17/15
(a) No. from Part I	(b) Description of noncash property given	(c) FMV (or estimate) (see instructions)	(d) Date received
		\$	
(a) No. from Part I	(b) Description of noncash property given	(c) FMV (or estimate) (see instructions)	(d) Date received
		\$	
(a) No. from Part I	(b) Description of noncash property given	(c) FMV (or estimate) (see instructions)	(d) Date received
		\$	
(a) No. from Part I	(b) Description of noncash property given	(c) FMV (or estimate) (see instructions)	(d) Date received
		\$	
(a) No. from Part I	(b) Description of noncash property given	(c) FMV (or estimate) (see instructions)	(d) Date received
		\$	

Name of organization

Employer identification number

GILHOUSEN FAMILY FOUNDATION**74-2938609****Part III**

Exclusively religious, charitable, etc., contributions to organizations described in section 501(c)(7), (8), or (10) that total more than \$1,000 for the year from any one contributor. 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 info 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

Gilhousen Family Foundation Grants 2015

Grants in Montana

Children's Services

Beartooth Mountain Christian Ranch	foster siblings camp - Camp Velocity	\$	10,000
Big Brothers Big Sisters of Gallatin County	mentoring program for county children; program support for Gallatin county children	\$	5,000
Big Sky Youth Empowerment	support for program to mentor teens	\$	2,000
CCCS Discovery House	operating support for the only shelter care home for teens in Anaconda	\$	5,000
Eagle Mount	Support for: "Adventure Days" summer program and new outdoor amphitheater	\$	35,000
Gallatin 4-H Foundation	scholarships for leadership development; robotics program, and for a programming coordinator	\$	10,000
Greater Gallatin United Way	KidsLink afterschool program	\$	30,000
Hopa Mountain	youth leadership program in Gallatin County	\$	3,000
Montana 4-H Foundation	support for "Western Heritage" shooting event	\$	2,500
Montana Early Childhood Initiative (payee: Community Health Partners)	collaborative project between several foundations to educate family, friends, and neighbors care givers	\$	5,000
Region IV Family Outreach	help for families with severely disabled children	\$	6,500
Thrive	support for Belgrade and Bozeman Parent Place & for the Partnership Project which works with young parents in the home	\$	100,000
<hr/> Subtotal		\$	<hr/> 314,000

Community Building

Belgrade Community Library	funds for new materials and their processing; also funds to support programming for young children and teens	\$	15,000
Bozeman Area Community Foundation	support for the Give Big program	\$	2,500
Community Mediation Center	support for Peer Mediation and Graduation Resource Councils, which work with youth, and Low-Income Family Mediation programs which helps Families achieve better parenting agreements	\$	25,000
Gallatin Historical Society	operating support	\$	5,000
Greater Gallatin United Way	operating support for agency that gathers funds from the community and distributes to various non-profits depending on community needs and board grant assessment;	\$	100,000
Heart of the Valley Humane Society	veterinary care for shelter animals	\$	10,000
Leadership Montana	educational program for engaging civic leadership	\$	1,000
Montana Meth Project	using social media, advertising, and an interactive Web-site to divert youth from first time meth use	\$	100,000
Sacred Portion Children's Outreach	Hague recertification for international adoption agency, and programming to support adopting	\$	15,750

Gilhousen Family Foundation Grants 2015

	families		
	Subtotal	\$	274,250
Human Services			
American Indian Institute	funds for an intern to work on curriculum for schools "Indian education for all"	\$	4,000
American Red Cross of MT	response and recovery for Gallatin Co area	\$	6,000
Befrienders	program matching seniors with community volunteers for activities & friendship	\$	2,000
Family Promise of Gallatin Valley	operating expenses for program that works with homeless families	\$	38,000
Florence Crittenton Home & Services	home for teen mothers	\$	25,000
Gallatin County Love INC	salary support for portions of three staff positions	\$	30,000
Haven	direct services to clients and operating expenses for domestic violence shelter	\$	60,000
Help Center	Crisis lines, emergency response, sexual assault counseling, etc	\$	55,000
HRDC Community Café (payee: HRDC District IX)	one-time grant for matching funds to help buy down mortgage	\$	20,000
HRDC Housing (payee: HRDC District IX)	support for case management services connected with housing program	\$	35,000
HRDC Personal Care (payee: HRDC District IX)	program provides supports for homebound seniors	\$	17,000
Project Homeless Connect (payee: HRDC District IX)	event to connect homeless persons with local services – many agencies participate	\$	1,000
Reach, Inc	training equipment for facility working with adults with disabilities; computer for client services	\$	7,500
Snowy Mountain Industries	help to build new facility	\$	5,000
Veterans Yoga Project	retreat for Montana veterans	\$	2,500
	Subtotal	\$	308,000
Christian Outreach			
Fellowship of Christian Cowboys Nations (payee: Campus Crusade for Christ)	support for Christian "cowboy" camp outreach to Native American students at Montana State University	\$	2,500
ROC Wheels	support for Yewths Rock program	\$	6,000
The Rock Youth Center (payee: First Baptist Church Bozeman)	operating expenses for Christian Youth Center	\$	80,000
	Subtotal	\$	125,000
Health Care			
Cancer Support Community	education and enrichment for cancer survivors and their families	\$	10,000
Community Health Partners	mental health capacity for the West Yellowstone		

Gilhousen Family Foundation Grants 2015

	community & dental care in Bozeman clinic	\$	60,000
Gallatin Mental Health Center	mental health "charity care" at the Gallatin County Mental Health center	\$	60,000
(payee: Western Montana Mental Health)			
Women in Action	for mental health care providers in Big Sky, MT	\$	10,000
	<hr/> Subtotal	\$	<hr/> 140,000

Arts

Arts Council of Big Sky	support for an episode of "From the Top"	\$	2,500
Bozeman Symphony Society	operating expenses for local symphony	\$	25,000
Intermountain Opera	production expense for spring and fall operas	\$	20,000
Kaleidoscope Youth Theater	operating support for youth theater program	\$	7,500
KGLT radio	programming support for Montana Medicine show		
(payee: Friends of KGLT, Inc)	and Chrysti the Wordsmith show	\$	4,000
Montana Ballet Company	operating expense for school and performances	\$	15,000
Montana PBS	support for the following:		
(payee: Friends of Montana PBS)	11 & Grant music program,	\$	13,000
	Celebrate Across America for teen choirs	\$	3,000
	KUSM HD studio project	\$	15,000
Shakespeare in the Parks	support of traveling summer production	\$	25,000
(payee: Montana State University)			
	<hr/> Subtotal	\$	<hr/> 130,000

Education

Bozeman Schools Foundation	funds for musical instruments and one Sparks grant for teacher innovation	\$	10,000
Children's Museum of Bozeman	assist with new STEAM lab	\$	10,000
Heritage Christian Schools	support for teacher salaries	\$	5,000
(payee: Piece, Inc)			
Yellowstone Theological Institute	institution of a new graduate level theological school in Bozeman	\$	500,000
	<hr/> Subtotal	\$	<hr/> 525,000

Environment

American Prairie Reserve Foundation	funds for wildlife friendly fencing	\$	10,000
BHS Stream Team	work on Mandeville Creek and improvements to school grounds	\$	5,000
(payee: Bozeman High School Parent Cour			
Greater Gallatin Watershed Council	support for water quality monitoring on area creeks and the East Gallatin River		\$2,500
Montana Raptor Conservation Center	operating expenses for care of injured raptors	\$	5,000
	<hr/> Subtotal	\$	<hr/> 22,500

Subtotal Grants in Montana	\$	1,927,250
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Gilhousen Family Foundation Grants 2015

Grants in Oregon

Good Neighbor Center	support for homeless shelter in Tigard	\$	5,000
Rachel Carson Environmental Middle School	funds for library materials	\$	2,000
Seven Thunders	operating support for Zen Christian group	\$	5,000
Time to Grow (payee: Board of Camp and Retreat Ministry of the Oregon-Idaho Conference)	funds to maintain and grow the camp and retreat centers of the United Methodist Church in Oregon and Idaho	\$	2,000

Subtotal Grants in Oregon	\$	14,000
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National & International Grants

A Promise of Health South Fork, CO	health care in Oaxaca, Mexico	\$	5,000
Aid to Orphans of Madagascar Bozeman, MT	matching funds to start a school for working children	\$	2,500
Global Partnerships Seattle, WA	support research into most effective blending of microfinance with initiatives such as healthcare, solar power, or job skills training	\$	7,500
Good Samaritan Ministries Ibsen Adoption Network Olympia, WA	support for orphans and widows in Kakinada, India capacity building support to develop post-adoptive support services for parents and families	\$	1,500 13,000
Imani Project Portland, OR	support for AIDS orphans in Kenya	\$	4,000
Inspire International Richmond, VA	support for "Children's Festivals in India	\$	5,000
Lamling Vista School (payee: Sahaya International) Davis, CA	support for village school in Nagaland, India	\$	2,000
Nurses for Nurses International Hall, MT	research development of tools and protocols useful for nurses in rural or resource poor areas	\$	6,750
Philanthropy Northwest Seattle, WA	operating support above membership dues	\$	550
Temenos Catholic Worker San Francisco, CA	support for street ministry in San Francisco	\$	4,000

Subtotal National & International	\$	51,800
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Next Generation Giving Program

Anawim Community Church	support for church outreach program	\$	250
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Gilhousen Family Foundation Grants 2015

Portland, OR			
YMCA Camp Orkila	support for outdoor education camp	\$	250
WA			

Subtotal Next Generation		\$	<u>500</u>
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Overall Total Grants 2015:

\$ 1,993,550

74-2938609

3 Grants and Contributions Approved for Future Payment (Continuation)

Total from continuation sheets

FORM 990-PF	DIVIDENDS AND INTEREST FROM SECURITIES				STATEMENT	1
SOURCE	GROSS AMOUNT	CAPITAL GAINS DIVIDENDS	(A) REVENUE PER BOOKS	(B) NET INVEST- MENT INCOME	(C) ADJUSTED NET INCOME	
CALVERT SOCIAL INVESTMENT FOUNDATION	2,890.	0.	2,890.	2,890.		
ML #4030 INTEREST	89.	0.	89.	89.		
ML #4063 DIVIDENDS	602.	0.	602.	593.		
ML #4063 INTEREST	1.	0.	1.	1.		
TO PART I, LINE 4	3,582.	0.	3,582.	3,573.		

FORM 990-PF	ACCOUNTING FEES				STATEMENT	2
DESCRIPTION	(A) EXPENSES PER BOOKS	(B) NET INVEST- MENT INCOME	(C) ADJUSTED NET INCOME	(D) CHARITABLE PURPOSES		
PROFESSIONAL SERVICES	5,900.	590.		5,310.		
TO FORM 990-PF, PG 1, LN 16B	5,900.	590.		5,310.		

FORM 990-PF	OTHER PROFESSIONAL FEES				STATEMENT	3
DESCRIPTION	(A) EXPENSES PER BOOKS	(B) NET INVEST- MENT INCOME	(C) ADJUSTED NET INCOME	(D) CHARITABLE PURPOSES		
INVESTMENT FEES	1,388.	1,388.		0.		
TO FORM 990-PF, PG 1, LN 16C	1,388.	1,388.		0.		

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	5,563.	0.		5,563.	
FEDERAL TAXES	3,762.	0.		0.	
TO FORM 990-PF, PG 1, LN 18	9,325.	0.		5,563.	

FORM 990-PF	OTHER EXPENSES			STATEMENT	5
DESCRIPTION	(A) EXPENSES PER BOOKS	(B) NET INVEST- MENT INCOME	(C) ADJUSTED NET INCOME	(D) CHARITABLE PURPOSES	
ADMINISTRATIVE PAYROLL EXPENSES	100.	0.		100.	
INTERNET	20.	0.		20.	
BANK FEES	38.	0.		38.	
POSTAGE	75.	0.		75.	
SUPPLIES	300.	0.		300.	
DUES & SUBSCRIPTIONS	6,295.	0.		6,295.	
TELEPHONE	219.	0.		219.	
MISCELLANEOUS EXPENSES	66.	66.		0.	
TO FORM 990-PF, PG 1, LN 23	7,113.	66.		7,047.	

FORM 990-PF	OTHER INVESTMENTS		STATEMENT	6
DESCRIPTION	VALUATION METHOD	BOOK VALUE	FAIR MARKET VALUE	
MERRILL LYNCH ACCT #4063 - MUTUAL FUNDS	COST	0.	0.	
CALVERT FOUNDATION NOTE 2%	COST	352,827.	352,827.	
TOTAL TO FORM 990-PF, PART II, LINE 13		352,827.	352,827.	

FORM 990-PF

PART XV - LINE 1A
LIST OF FOUNDATION MANAGERS

STATEMENT 7

NAME OF MANAGER

KLEIN GILHOUSEN
KAREN GILHOUSEN

FORM 990-PF

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

STATEMENT 8

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

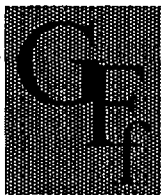
SEE ATTACHED

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. NO GIVING FOR SPORTS OR PARKS.



Gilhousen Family Foundation
599 High Tower Rd
Bozeman, MT
59718

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*, including e-mail address 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 to foundation.admin@gilhousen.net, or please send to the foundation mailing address: 599 High Tower Rd., Bozeman, MT 59718.

Do Not Send Certified Mail. Our address is in the country, and they don't deliver to the door, so a pink "certified mail" slip in the mailbox means an extra trip to town. This causes added delay in receiving your request, and also causes us to be in a foul mood when reading over your important request. 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 - I don't think so); 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, so don't waste your money on fancy stuff.



Please contact Mrs. Patti Gilhousen Guptill at 406-600-6816 with any further questions.