

Sample Documents for Foundation Directors

The following sample documents were made to help Foundation Directors make a Foundation folder to present to businesses when seeking grants to the Foundation and a donation request letter for asking for funding or items. And, at the very least, the folder should also have receipts for a donation; the Foundation's EIN—tax exempt number; and the BCHI and Foundation mission statements.

Page 1—Sample Cover Sheet—The cover sheet should be what the prospective grantor sees first and it should be filled with pictures of your chapter and/or others clearing trail.

Page 2—There should be a page listing trail clearing and other projects. This page has real trail clearing information, by year, for chapters around the state.

Page 3—A sample Donation Request Letter used to solicit donations and/or money from businesses whether in a folder or to send on its own.

Cache Peak Back Country Horsemen



Back Country Horsemen of Idaho

- A Few of the Trail & Pack Projects -

2017 - Priest River Valley BCH met at Upper Priest River Trail, FS 308, trailhead to clear trail for several miles. With old-growth red cedar, it is a popular trail.

2017- Eagle Rock BCH built a bridge on West Pine Creek Big Hole Mtns. Of South East Idaho, working with the Caribou Targhee Nat'l Forest managers.

2017 - Salmon River BCH worked on six miles of cross-country trails, clearing 40 downed trees in the Big Fir area.

2018 - Twin Rivers BCH worked with the WA Dept. of Fish & Wildlife to build a new campground—Autrey Campground—in the Chief Joseph Wildlife Area.

2018 - Squaw Butte BCH provided pack support up to a Wilderness Volunteers work-site at Sawtooth Lake (8,435') for the Stanley Ranger District.

2018 - Treasure Valley BCH rode fence for Idaho Fish & Game in the Cecil D. Andras Wildlife Management Area, making repairs and identifying problems.

2018 - Twin Rivers BCH clears the Cummins Creek Trail

2018 - Twin Rivers BCH cleared the 10-Mile Trail on the South Fork of the Clearwater River using chainsaws and cross-cut saws.

2018 - Squaw Butte BCH, working with the Forest Service worked out of the Peace Creek Trailhead to clear Peace Creek and Devil's Slide Trails.

2018 - Salmon River BCH repaired a dilapidated corral at the Yellow-jacket Guard Station in the Salmon Nat'l Forest wilderness and cleared 220 downed trees the first trip and 185 trees the next project day.

2018 - Treasure Valley BCH cleared a section of Elk Creek and the Corduroy Meadow Trail, both neglected for years in the Frank Church Wilderness.

2018 - North Central Idaho BCH worked on trailheads at various locations along the Lochsa River corridor, repairing hitching posts, clearing weeds & litter.

2018 - Twin River and Palouse BCH chapters packed food, chain saws and other miscellaneous items for the Montana Conservation Corps trail crew out to Missoula, Montana. The corps was building trail.

2018 - Selkirk Valley BCH packed 100 gallons of water to Russel Ridge in the Selkirk Mountains for USFS/ItA trail crews. Also, they packed to Divide Lake in the Cabinet Mountains for the USFS, delivering several hundred pounds of concrete premix, cables, and hardware for permanent stock highline above the lake.

2018 - Members from the Squaw Butte and Cache Peak chapters have been certified chainsaw and crosscut sawyers to enable them to instruct others.

2019 - Treasure Valley BCH cleaned up and restored feed bunks for stock at the Whoop em Up Equestrian Campground north of Idaho City.

2019 - Squaw Butte BCH members cleared Peace Creek north of Garden Valley.

2019 - Treasure Valley BCH cleared several miles of Pistol Creek Trail in the Salmon-Challis Nat'l Forest in wilderness.

2019 - Panhandle BCH cleared logs, brush, and widen the trails around bridges in the 4th of July Recreation Area at the top of the pass, a popular trail.

2019 - Portneuf River BCH dug a new switchback on a trail in the Caribou-Targhee National Forest with the help of local volunteers and Boy Scouts.

2019 - Priest River Valley BCH cleared 65 miles of trail for the USFS in July & August.

2019 - Squaw Butte BCH packed food, supplies, and tools into Stanley Lake for the Wilderness Volunteers.

Proposed for 2020—

2020 June. Squaw Butte and Treasure Valley BCH will clear Peace Creek Trail, a joint-project on Nat'l Trails' Day.

2020 July & August. Treasure Valley BCH will clear the Porter Creek Trail and repair the Corduroy Bridge in Bear Valley, Frank Church River of No Return Wilderness.



Back Country Horsemen clear the Pistol Creek Trail in 2019



Back Country Horsemen haul shingles into the historical Norton Lookout.

Alice Millington, President
Treasure Valley Back Country Horsemen
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McCall, Idaho 83638
208-475-4107
millington0606@gmail.com

January 30, 2020

Oregon Log Splitters
4909 SE International Way
Portland, OR 97222

RE: Donation to Back Country Horsemen of Idaho

To Whom It May Concern,

The Back Country Horsemen of Idaho (BCHI) is a 501© non-profit organization with 15 chapters spread throughout Idaho. Important to our mission is keeping back country and wilderness trails open for the public and all user groups. In 2019, Treasure Valley BCHI chapter volunteers completed trail work and projects for the Forest Service and other trail groups valued at \$58,701.58. In 2018, the state chapters completed volunteer work valued at \$653,630.32.

In March 2020, the Treasure Valley BCH, my chapter, is hosting the Annual BCHI Board of Directors' Meeting and Convention in Nampa, ID, an important event which brings BCHI members from around the state together to discuss issues, make decisions, and share ideas concerning the continued wise and sustained use of our back country resources by horsemen and the general public. We could use your help to put on this important event.

Please help us put on this important gathering by doing one or more of the following:

- Donating a Helmet (hardhat) #563474 for the Live Auction
- Donation a pair of chainsaw chaps and a pair of chainsaw gloves for the Silent Auction
- Donating 7 pair of Protective Eyeware (glasses) for prizes
- Sponsoring the Saturday, March 21st, Convention for \$400

Your business name will be displayed as a sponsor/donator at the convention.

Here is how you can make a donation:

Your donation or check (payable to TVBCH), can be sent to me at the address above, or, a check can be sent to: Maureen Jackson, TVBCH Treasurer, 2519 South Sienna Drive, Nampa, ID, 83686.

Thank you for your time and consideration. Know that the members of the Treasure Valley Back Country Horsemen of Idaho thank you for your valued support.

Sincerely,

Alice Millington
President, Treasure Valley BCHI