

Nonprofit Capacity Building Program

Accepting applications through December 1, 2026

Whitefish Community Foundation recognizes that nonprofit boards and staff with access to capacity building software and training resources are better equipped to deliver excellent programs.

The Nonprofit Development Program offers reimbursement capacity-building grants to help Flathead Valley-based nonprofits achieve one of the following:

1. Implement QuickBooks (Maximum grant \$1,000), OR
2. Select and purchase donor database (CRM) software (Maximum grant \$2,500), OR
3. Engage in a strategic planning process with a consultant approved by Whitefish Community Foundation. (Maximum grant \$2,800. Nonprofits are required to cover the difference between the total cost of the planning process and the grant.)

ELIGIBILITY CRITERIA:

Applicants:

- Must be IRS designated 501(c)(3) public charities based in Flathead County, Montana with a Board of Directors comprised primarily of Flathead County residents. Tax exempt status must exist at time of application.
- Must have previously applied for and received a Whitefish Community Foundation grant.
- Must have submitted all required documentation for previous grant awards. (Applicant does not have outstanding late grant reports or follow-up documents)

APPLICATION PROCESS:

The application is a two-step process in Whitefish Community Foundation's grant management software.

1. To apply for a Nonprofit Capacity Building Grant, click APPLY.
2. Complete and submit the Letter of Interest (LOI). The LOI provides basic information about the organization and identifies the area of capacity to be improved.
3. If the LOI is approved, the applicant will be invited to submit a full application. The application will be due 4 weeks from the date the LOI is approved. The application will capture detailed information regarding the goals of the applicant, a timeline to complete the project, and how improving the area identified will help the organization further its mission.

APPLICATION EVALUATION CRITERIA:

Applications will be evaluated based on the following criteria. These criteria help Whitefish Community Foundation evaluate the value of the capacity building project to the organization:

- Mission: The organization's mission and impact must be valuable to Flathead County communities.
- Impact of Capacity Building Project: The organization clearly identifies the area of capacity that the project will improve and its benefit to the organization's ability to fulfill its mission.
- Readiness: The organization demonstrates that this is a good time to undertake the project.

- Project plan: The capacity building project plan is clear and achievable, with clear and measurable goals.

REIMBURSEMENT PROCESS:

Participating nonprofits will be billed directly for applicable software purchases and/or consulting services. Whitefish Community Foundation will reimburse the nonprofit based on the following scale:

- QuickBooks implementation: 100% of the cost up to a maximum of \$1,000
- Donor database (CRM) software implementation and/or conversion: 100% of the cost up to a maximum of \$2,500
- Strategic planning: Maximum of \$2,800

Please contact Jill Seigmund at (406) 863-1781 or jill@whitefishcommunityfoundation.org if you have questions regarding this grant program.