

**Lewis and Clark Trail Heritage Foundation, Inc.  
Grant Application Guidelines and Process  
For Education and Scholarship Projects from the  
Burroughs-Holland/Bicentennial Education and Scholarship Fund**

**History of the Grant Fund:**

The Burroughs-Holland/Bicentennial Education and Scholarship Fund began in 1991 with a contribution to the Lewis and Clark Trail Heritage Foundation [the “Trail Foundation”] to honor the late Raymond Darwin “Dar” Burroughs. This donation was earmarked specifically for youth/education projects. After the Bicentennial commemoration, the Bicentennial Council gave the Trail Foundation funds to help provide grants for unspecified educational projects.

Following the posthumous publication of *Feasting and Fasting with Lewis & Clark: A Food and Social History of the Early 1800s* by Leandra Zim Holland, the author’s family established the Leandra Zim Holland Memorial Research Fund to provide grants for research of interest to the late Leandra Holland. These funds were added to the Burroughs Fund.

In 2015, the Lewis and Clark Trail Heritage Foundation Board of Directors approved the concept of the Burroughs-Holland/Bicentennial Education Fund to provide education and scholarship grants for the interpretation of the natural, historical, educational, and cultural resources of the Lewis and Clark National Historic Trail and for the Corps of Discovery. The Board merged the funds for all the grants into the “Education and Scholarship Grant Program.”

Every year, the Trail Foundation’s Education and Scholarship Committee solicits grant applications by October 1 for projects specifically related to the goals of the original intent of the Burroughs and Holland funds and the Bicentennial Council monies, as enumerated in these guidelines.

**Who can apply?**

- Non-profit [501(c)(3)] organizations with a mission statement similar to the goals and objectives of the Lewis and Clark Trail Heritage Foundation and/or the specific funds [youth, education, scholarship]:
  - heritage organizations/facilities, tribal cultural centers
  - youth organizations
  - friends’ organizations [for libraries, state/federal/county parks, wildlife refuges, etc.]
  - schools
- Individual scholars researching a topic outlined in the grant objectives
- Lewis and Clark Trail Heritage Foundation chapters

**What Kind of Education-Related Projects?**

As outlined in the “grant history,” possible projects include those for:

- K-12 educational activities directed towards students in a classroom setting or other structured programs to help students meet curriculum goals and standards
- Programs and activities that get children out on the Lewis and Clark National Historic Trail and/or related sites for recreation, education, arts and/or science

- Interpretive programs and projects that connect people of all ages to the story of the Corps of Discovery, the Lewis and Clark National Historic Trail, tribal people
- Development of projects or activities such as those listed above [ i.e., research, design, implementation]

**What Kind of Scholarship-Related Projects?**

As outlined in the “grant history,” scholarship-related grants are for research in the areas of interest to the late Leandra Holland. These research projects should bring new information, scholarship, discussion, insight, analysis, and etc. to the stories of the Corps of Discovery, the tribal people who welcomed the Corps to their homelands, the Lewis and Clark National Historic Trail, or Corps-related sites.

**What is the Minimum/Maximum Grant Amount?**

The maximum individual grant amount awarded is \$1,000; the minimum is \$500.

Further information about the Burroughs-Holland/Bicentennial Education Program, what types of projects are considered “education” and/or “research” [“Questions and Answers”], the application form, and all relevant grant materials can be found at [www.lewisandclark.org](http://www.lewisandclark.org).

**Application Package Requirements:**

1. Completed Lewis and Clark Trail Heritage Foundation Education and Scholarship Grant Application form.
2. A one page “project description” in a Word document. Use 11-size font, double-space, 1” margins.
3. If applicable, proof of organization’s status as a non-profit, 501[c][3].
4. A one-page letter of support/partner, if applicable. The letter must be on the partner’s letterhead, and clearly state the partner’s contribution[s] to the project, including funding amount, in-kind contributions, and reasons for support.

Projects that do not provide adequate information or a budget will not be considered further for funding.

**Schedule:**

November 1	Application deadline
December 1	Review by Education and Scholarship Committee completed; recommendations sent to Board of Directors
December 31	Grant award recipients notified and checks mailed. Reporting requirements sent when grant is awarded
July 1	Interim report due

**Submission:** Attach the electronic application documents in an email to [grants@lewisandclark.org](mailto:grants@lewisandclark.org) or mail the printed application documents to: *LCTHF, P.O. Box 3434, Great Falls, MT 59403.*

**Required Reports**

A final report, including documentation, photographs or other illustrations, detailed accounting of expended funds, and Trail Foundation recognition, are required one year from the date of the grant award.

All education and scholarship projects must acknowledge support from the Lewis and Clark Trail Heritage Foundation's Burroughs-Holland/Bicentennial Education Grants.