



LAMB FOUNDATION

Lamb Foundation Family & Youth Packet

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LAMB FOUNDATION

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Mission

The mission of the Lamb Foundation is to support creative programs to improve the quality of human experience. We are guided by the values of innovation, sound management and the potential for positive impact over time.

Throughout our grantmaking, we particularly encourage those projects that recognize the positive impact of direct action, exploration and intellectual curiosity.

We focus our support primarily on organizations and projects in the Pacific Northwest United States of America.

Overall, we prefer to support small projects that can clearly articulate their potential impact. Our emphasis is in the following:

Arts

Projects to improve access to the arts and provide cultural opportunities, particularly in smaller or rural communities.

Environment

Projects that help develop innovative solutions or direct preventative or restorative actions that help the environment. We favor projects that focus on the Columbia River watershed.

Social Services for Youth & Children

Direct services that enhance the lives of children and youth. Our goal is to support programs that help youth realize their full potential, and to prevent future problems in society.



History of the Foundation

In the late 1930s and early 1940s, Frank Gilbert “Gib” Lamb became involved in the newly emerging frozen food industry. This became a focus of his business and in 1950 he incorporated Lamb-Weston, which became a leader in frozen pea processing. By 1961 Gib invented and patented the Lamb Water Gun Knife, which allowed potatoes to be cut mechanically, in uniformly straight pieces (french fries), which gave the company an advantage. The business thrived and grew to become a leader in the frozen foods industry.

In 1971 Gib sold his shares of the business, retired, and started a family foundation, originally named OCRI Foundation. OCRI Foundation made grants from 1971–1997. Early grants were largely dictated by the personal interests of the directors and unsolicited requests until 1996 and 1997, when the board developed a mission and areas of interest that are very similar to what Lamb Foundation has today. (See our current mission and areas of interest on the Home page) At that time the name was changed to Lamb Foundation.

Over the next several years, Lamb Foundation continued to make grants responsively, and experimented with different ways to address the growing number of proposals and community need. The Lamb Foundation board carefully reconsidered its grant-making practices as grant requests increased and grant awards became smaller and smaller. In 2004 Lamb Foundation instituted a policy of accepting proposals only from organizations that had been invited to submit. See the Grantmaking page and the Grantmaking Process page.

For more information about Lamb Foundation, please see our website at www.lambfoundation.org



Family Involvement with Lamb Foundation

Lamb Foundation encourages involvement with Lamb Foundation from interested family members. There are many ways to learn about philanthropy, and to be involved with Lamb Foundation. Some of these include:

- Talk to with a board member or staff to learn more about philanthropy and/or how Lamb Foundation operates
- Utilize online resources, such as National Center for Family Philanthropy
- Attend a board meeting as a guest
- Work with a board member or staff to learn more about the nonprofit community
- Suggest a nonprofit you are familiar with to be considered for a discretionary or solicited grant request.
- Join a board committee
- **Become a Lamb Foundation board member** (See Board Member Information below)
- Assist a mentor working with the youth discretionary program, or become a youth mentor (after first serving as a director)
- Etc...these are suggestions, but in no way represent a complete list.

We are especially interested in introducing our younger family members to philanthropy and the work of the foundation, and to encouraging engagement until they are eligible to serve on the board. For this reason, Lamb Foundation has adopted a Youth Involvement Discretionary Program to introduce younger family members to philanthropy. Please see next page for a description of the program.



Youth Involvement Discretionary Program

Eligibility as of January 1, 2023: ALL members from the Frank & Willie Lamb and Corwin & Louise Waldron families, ages 8 - 22 years old.

The program consists of three age-related groups. All participants must have a mentor. Mentors are current or past Lamb Foundation board members or staff.

Participants are allowed to request that a grant be made to a 501(c)(3) nonprofit organization that fits the mission, guidelines and areas of interest of Lamb Foundation in each year that they participate.

For the first four years of participation:

- Tier 1: Youth ages 8-12 years may request one \$100 discretionary grant.
- Tier 2: Teens ages 13-16 years may request one \$250 discretionary grant.
- Tier 3: Young adults ages 17-22 years may request one \$500 discretionary grant.

If a youth-young adult participates in the program for at least four years, in the fifth year the allocated amount doubles for each age group. In the fifth year of participation and thereafter:

- Tier 1: Youth ages 8-12 years may request one \$200 discretionary grant.
- Tier 2: Teens ages 13-16 years may request one \$500 discretionary grant.
- Tier 3: Young adults ages 17-22 years may request one \$1000 discretionary grant.

(Note: Participation in previous versions applies. If a youth has participated for at least four years between 2012 and 2022, they are eligible for the doubled tier amount request.)

For more information, please contact a board member and/or staff.



Board Member Information

Basic Requirements and Expectations:

- Must be 23 years old
- Serve on the board for a term of 3 years. Board members may serve up to two consecutive terms, before taking one year off. More information on terms for board members is included in the foundation bylaws.
- Attend board meetings. Board meetings are generally held twice a year, in April and October. Digital options are available if a board member cannot attend the meeting in person. If serving as an officer or committee member, you will also be expected to attend any additional meetings held for that position.
- Each board meeting is typically 4-6 hours long. Expect to typically spend an additional 0-3 hours a month on other board member activities. These include site visits (recommended but not required), researching nonprofit organizations, reviewing grant applications, and preparing for board meetings. If you are serving as an officer or committee member, this time may increase.
- Solicit a minimum of one proposal per year.

Board Member Job Description

General Responsibilities

The Board is responsible for stewardship of the assets held in public trust and must ensure that the Foundation is operated for charitable and public purposes in accordance with the mission statement. The Board shall manage the business affairs of the foundation in accordance with the Articles of Incorporation, Bylaws and applicable state and federal laws.

Specific Board Member Responsibilities

Selection of Officers:

The Board of Directors shall elect the officers of the Board: president, secretary, vice president and treasurer. Any director shall be eligible for election to an office.

Attendance and Participation:

Attend and participate in board meetings, committee meetings, and special board gatherings. Prepare for meetings by appropriate review of financial reports, grant proposals, staff evaluation, and foundation policies. Maintain professionalism during meetings by adhering to discussion and voting procedures established by the board.



Grantmaking:

Actively participate in solicitation and review of proposals in accordance with the Foundation's Grantmaking Policy. Board members may encourage board funding for a particular proposal during grant review but may not make funding promises to grantseekers prior to board discussion and voting. Review packet of grant proposals prior to the board meeting, come to meetings prepared to discuss grant requests. Board members are encouraged to participate in grant review committees, site visits to applicants, or telephone review of prospective or past grantees. Maintain objectivity during proposal review and voting. Assure that grants reflect the foundation's mission statement and grantmaking criteria.

Financial:

Review and approve annual budget, 990PF and investment policies. Assure that decisions of the Treasurer and Investment Management committee reflect foundation mission and legal responsibilities.

Mission Statement and Grant Guidelines:

Establish and periodically review the mission statement for the foundation and establish grantmaking guidelines to assist grantseekers, the Administrator and Board.

Policy Development and Oversight:

Participate with committees, staff, and consultants to determine and periodically review and update the policies and procedures of the Lamb Foundation. Read and be familiar with foundation policies and procedures.

Job Descriptions:

Develop and periodically review job descriptions for the foundation officers and administrator.

Staff Supervision:

Participate in staff evaluation. Develop and periodically update staff responsibilities and job description, maintain awareness of office procedures and administration.

Training:

Board members are encouraged to participate in gatherings of professional associations such as the Grantmakers of Oregon and SW Washington, Philanthropy Northwest, Council on Foundations, and Family Foundation affinity groups. Complete adequate training to develop and maintain a basic understanding of legal, ethical, professional, financial, and all other responsibilities for a board member of a private foundation.

Communication:

Represent Lamb Foundation to the public, reflecting the mission statement and policies.



Community Participation:

Board members are encouraged to serve as a volunteer on boards of nonprofits, and/or participate in activities sponsored by grantees and other area nonprofits. Board members may develop a visible volunteer role in nonprofit organizations, even when that organization is a recipient of a Lamb Foundation grant. There are guidelines in place to ensure that no conflict of interest exists.

Legal Responsibilities:

Understand and adhere to the legal responsibilities of serving as a director of a private foundation, under both federal and state law.

NOTE: If you are interested in becoming a board member and want additional information, please talk to a board member and/or staff. The Lamb Foundation Manual is available upon request.



FAQS

How are grantees chosen?

Board members choose organizations, within the Lamb Foundation mission, guidelines and interests, that they would like the Foundation to invite. After a vetting process, and board agreement, the organization is invited to apply. The entire board reviews proposals and votes on grants, generally at a regular board meeting. For more information on the grant making process for the Lamb Foundation go to <https://www.lambfoundation.org/grantmaking-process/>

What is discretionary giving?

Lamb Foundation has a discretionary giving program. Discretionary giving is meant to, within Foundation guidelines, allow individuals to request a small Lamb Foundation grant for organizations of personal interest. Discretionary giving can be used to gain experience in researching and vetting nonprofits, to introduce an organization to the board, to add further support for an organization already vetted by the board, or for other uses. Discretionary Grants are made by the board and tend to be smaller than normal solicited grants. The amount available each year is set by the board. These grants are not highlighted on our website.

What if I don't approve of an organization for which a fellow board member has solicited or requested discretionary funding?

As soon as all directors have chosen their solicitations, a list is distributed to directors. At that time, if a director has questions or concerns, they should be raised immediately. Invitations are not sent out until the end of the week-long vetting period. This allows time for voicing concerns, discussion, and the option for the solicitor to reconsider whether to continue the request to the board or select an alternate solicitation.

Solicited and discretionary proposals are included in the board packet, which should be reviewed before the meeting. The requests are presented and discussed during the meeting, so that board members can present their concerns fully. Any board member who does not agree with a solicited proposal can vote "no" on funding that item.

Who decides which requests are approved or denied?

The full board decides which requests are approved or denied by voting.

Our current grantmaking process is designed to eliminate denials; however, it can still happen for various reasons. The board reviews, discusses and votes on all proposals and requests presented to the board. Each currently serving board member has voting privileges. The result of the vote determines the final decision as to which proposals are approved (grant made) or denied.