



Community Heart & Soul Letter of Interest Instructions

Thank you for your interest in getting started with Community Heart & Soul in your community. We're thrilled to be a part of that journey!

To get the process started, please **send a letter of interest covering the following information below to Heidi Oehler at heidi@thecommunityfoundation.org by October 30, 2026**. Letters of interest received after the deadline will not be considered for the early 2027 start date. For questions, please reach out to Heidi at the email above.

Community Eligibility Reminder:

- Communities must be located in either Lewis, Mason, or Thurston County with a population below 30,000.
- The selected community must be ready to begin initial training by a mutually agreed upon date and can commit to continuing the Community Heart & Soul process over the next two years.
- The Community Heart & Soul process must be implemented through a partnership between residents, a local nonprofit organization, and the selected community's municipal government.
- Each application must identify a Community Heart & Soul 501(c)3 convening partner. This role can be filled by either a nonprofit organization or municipal government. If an organization is the convening partner, the organization can be of any size, including grassroots organizations and resident-led community groups. If the organization does not have its own 501(c)3 status, a fiscal sponsor may be used.
- Both the organization and municipal government must each have at least one staff person, or elected official, who will play an active role in the Community Heart & Soul Core Team.
- The municipality and organization must be committed to broad community involvement and invite residents from all backgrounds to actively participate in the Heart & Soul process.

Letter of Interest Contact

Community Name (City/town/municipality):

Population Size:

Contact person name:

Mailing Address:

Email:

Phone:

Convening Partner(s) - share contact details for each applicable convening partner

Name:

Email:

Phone:

Letter of Interest Narrative

Please provide brief responses to the following questions, submitting no more than three pages of narrative to the following questions.

1. Describe your town (e.g. demographics, community assets, local culture, etc.). Who lives here? What brought them here, and what kept them here? What contributes to your town's unique history and culture? Be sure to also speak to both the opportunities and challenges that currently exist in your town and mention any evidence or data that you have to support these claims.
2. Why are you interested in taking part in the Community Heart & Soul process? What do you hope participation will accomplish for your community?
3. Who was involved in putting this letter of interest together? Who have you talked to about your town's participation in Community Heart & Soul and what could they bring to the table, should your effort move forward? What, if any, experience do they have collaborating on community issues or projects?
4. Do you have any preliminary ideas on how to engage with residents from different groups than your own, to include them in this process?
5. Are there any other key facts or circumstances that you would like us to know?