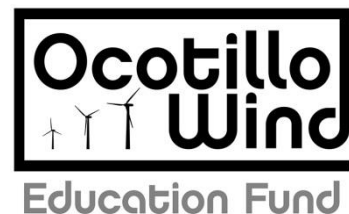




REQUEST FOR PROPOSALS



Application Deadline:

Friday, December 12, 2014 by 5:00pm

Contact:

Bobby Brock, IVCF President/CEO

Office (760) 336-0055 Fax (760) 335-0066

Email bobby@ivcommunityfoundation.org

PURPOSE

The Imperial Valley Community Foundation (IVCF) is requesting proposals for a competitive grant opportunity made possible and offered through its Ocotillo Wind Education Fund (OWEF) to support and develop new and existing programs benefitting education and educational activities in the Imperial Valley.

OBJECTIVE

Grants from this RFP will enhance education in Imperial Valley by leveraging community resources, building partnerships and increasing regional collaboration to ensure that efforts to improve and better education are sustainable, meaningful and measurable.

FUNDING PRIORITIES

Proposals related to the following areas and focus of work will receive the strongest consideration for funding projects that:

1. Invest in early child development.
2. Increase high school graduation rates.
3. Increase student achievement for students in all subject matter, with a special emphasis on acquiring the fundamental skills necessary to master reading and mathematics, graduate from high school and transition to college or a meaningful career.
4. Improve the quality of out-of-school programs.
5. Develop educational leaders who support academic proficiency, social engagement and the rights of every student to learn.
6. Develop pathways to meaningful employment.
7. Expand higher learning opportunities and services.
8. Deliver high quality teaching and learning in all core curricular areas.
9. Raise standards and expectations, capacity building and infrastructure which sustain continuous school improvement.
10. Strengthen teacher and school leader preparation.
11. Encourage and develop parental engagement in supporting their children's academic success.

Other ideas for project work not listed above are invited and will be considered. Education is such a large field, that there may be extremely novel programs and major priorities that may not have been included.

DESIRABLE PROJECT CHARACTERISTICS

We are receptive to impactful proposals that:

- a. Demonstrate relevance and ensure that the project enhances learning and academic success.
- b. Are able to provide measurable results within one year from commencement of the project, even if part of a multi-year project.
- c. Have the potential to be scaled up or expanded.
- d. Can be grown and replicated, if a new program.
- e. Benefit from and encourage collaborative work, and bring public and private partners together with nonprofit organizations.
- f. Demonstrate knowledge of the sector and its trends.
- g. Identify target population to be reached and the justification for that focus.
- h. Provide clear benchmarks for measuring success/progress.

TOTAL AWARDS

\$25,000 is available for this funding cycle. The maximum of any single grant award will not exceed \$10,000. An expected range of grant award sizes has not been established.

Applicants may only submit one proposal per grant cycle. Please check with your partners, colleagues and associates to ensure that your organization avoids this potentially disqualifying conflict in addition to the extra effort and resources spent preparing any additional proposal(s).

Applications should include information on other sources of funding which have been secured and/or have been requested to support the proposed project.

Successful applicants will be have twelve months from the date of receiving their grant award to complete their project, depending on the type of grant awarded and scope of the proposed activities. Multi-year commitments will not be considered. Funding will be determined annually and based upon successful application.

In order to reach more organizations and programs in our community through this grant opportunity, successful grantees (current and future) must wait one year before reapplying for a grant from this same grant program.

ELIGIBLE APPLICANTS

Eligible applicants include qualified 501c3 organizations and public institutions or other entities (such as schools and school districts) that have a designated charitable purpose.

Applicants must be Imperial Valley-serving organizations. Organizations headquartered outside of Imperial County must demonstrate significant service to the area.

Organizations with religious affiliations will be considered for funding only if the project for which they seek support attempts to address the needs of the wider community without regard to religious beliefs.

EXCLUSIONS

Guided by our core values and bylaws, grants will not be awarded for:

- a. Organizations that discriminate on the basis of age, disability, ethnic origin, gender, sexual orientation, gender identity, race or religion.
- b. Fraternal organizations, unless in support of a specific program open to or benefiting the entire community relevant to this grant.
- c. Fundraising events such as annual campaigns, walkathons, tournaments, fashion shows, auctions or dinners, etc.
- d. Paying off debts or existing obligations.
- e. Endowment funds.
- f. Scholarships, fellowships, or travel grants.

PROPOSAL FORMAT & EVALUATION CRITERIA

Proposals for grants should include a narrative that responds to the questions posed in the following section. The narrative should be a maximum of six typed pages, use 12-point font, and no less than one-inch margins. Grant proposals will be evaluated on the following criteria:

- a. Clarity of project description, project activities, and steps to be taken to achieve desired outcomes.
- b. Achievable timeline that corresponds to the key activities.
- c. Meaningful benchmarks and indicators of success.
- d. Innovative and effective strategy with potential for systems change.
- e. Organizational capacity to implement project – including staffing and leadership, operational and fiscal management.
- f. Established track record in specific program area or potential to achieve needed content expertise.
- g. Ability to leverage financial, human and technical resources leading to greater impact.
- h. Ability to contribute content area knowledge to the field.

PROPOSAL INFORMATION REQUIREMENTS (ALL QUESTIONS MUST BE ADDRESSED IN THE NARRATIVE)

1. What is the mission of your organization?
2. What is the project for which funding is being sought and what is the primary purpose of the project?
3. Which community/communities will be served as a result of the project?
4. What/who is the specific target demographic that will be served by your project?
5. What are the key project activities and timeline?
6. Where is the project location?
7. What impact(s) do you hope to achieve? How will you know if you achieve it/them?
8. What are the measurable outcomes of this project?
9. What are the unique aspects and features of your project?
10. Why is this work important to students and learners in Imperial Valley?
11. Why is this the right time for this project?

12. Who else benefits from the results of this work?
13. What experience does your organization or collaborative have working in this area?
14. What is the most difficult aspect of this project that could affect your success?
15. Is anybody else doing something similar that you are aware of, has it been successful, and is there a chance for collaboration?
16. Describe your organizational capacity and qualifications to implement the project.
17. What partners or resources will help you in delivering services and meeting the project goals?
18. How does the proposed project meet and serve the identified priorities of this grant?
19. If your proposal receives funding from the community foundation, would it have the potential to become self-sustaining when the community foundation's support ends? If so, how?

SELECTION PROCESS

All proposals will be reviewed by foundation staff for completeness and the foundation's grants committee which will include members with issue expertise, who will then share their grant recommendations with the Board of Directors of the Imperial Valley Community Foundation for final consideration and approval.

Applicants may receive a site visit, phone call and/or other type of communication from the foundation as part of the proposal review process.

SELECTION CRITERIA

Proposals for grants should include a narrative that follows the questions listed in the RFP. Grant proposals will be evaluated on a competitive basis, using the following criteria:

- a. Clarity of project description and project activities regarding steps taken to achieve desired outcomes.
- b. Achievable timeline that corresponds to the key project activities.
- c. Meaningful benchmarks and success indicators.
- d. Adds value to the community and RFP-field.
- e. Organizational capacity to implement the project including staffing and leadership, and operational and fiscal management.
- f. Established track record, if an existing project, in a specific program content area, or potential to achieve needed content expertise.
- g. Ability to leverage financial, human and technical resources maximizing the impact of the project and grant.
- h. Demonstration and commitment to sustain the project activities, and what significance this grant has in your overall project success.

PROJECT TIMELINE

Applicants must provide a timeline which outlines a timetable for the completion of the portion of the project for which funding is being requested. If the project is part of a multi-year effort, please share additional details to help the committee understand your overall objectives.

FOLLOW-UP AND REPORTING REQUIREMENTS

In an effort to further the overall goals and impacts of this RFP, provide necessary input for refining and/or improving future RFP's related to this topic, and contribute to larger field-building objectives, grantees may be asked to participate in periodic meetings to share information on project activities and best practices as well as participate in research-based evaluations to help us become more effective in our investments and work supporting this field.

Successful grantees will be required to meet the foundation's requirements for a financial and narrative report due within thirty days of the completion of the grant, including an interim progress report when appropriate and/or a presentation to the foundation if requested. Copies of press releases and/or media contacts resulting from the grant award should also be included with any narrative reports submitted to IVCF.

ADDITIONAL INFORMATION

Applications must be received electronically by 5:00pm on Friday, December 12, 2014 in order to be considered for funding. Late and/or incomplete applications will not be considered.

Please send completed proposals and requirements electronically to:

Bobby Brock, President/CEO
Imperial Valley Community Foundation
1440 W. Main Street
El Centro, CA 92243
Email: bobby@ivcommunityfoundation.org

The announcement and notification of grant awards will take place on or before Friday, February 5, 2015.

APPLICATION CHECKLIST (ALL ATTACHMENTS ARE REQUIRED)

- Cover Sheet**
- RFP Proposal Narrative**
- Attachment A: A detailed line-item budget for the project that includes details on how the community foundation's funding would be used**
- Attachment B: A budget narrative for the project.**
- Attachment C: A copy of your organization's current overall operating budget.**
- Attachment D: Most recent audit, if available. If no audit is available, submit your most recent financial statements.**
- Attachment E: Board of Directors list that includes members' professional affiliations.**
- Attachment F: Evidence of tax-exempt status.**
- Attachment G: Memoranda of Understanding from collaborative partners (if appropriate).**

For questions, please contact Bobby Brock at (760) 336-0055 or email bobby@ivcommunityfoundation.org.

Responses to common questions will be developed based on those received by the foundation, and made available on the Foundation's website: www.ivcommunityfoundation.org.

Thank you for your interest in responding to this RFP, and for making the Imperial Valley a better place to live. We look forward to reviewing your proposal.



APPLICATION COVER SHEET



Submit one electronic copy to: bobby@ivcommunityfoundation.org. Please email submissions in PDF format. Please do not email scanned documents.

GENERAL INFORMATION

Date: _____

Amount Requested: _____

Name of Applicant Organization: _____

Duration of Project: _____

Project Name: _____

Organization Budget: _____

Address: _____

City/State/Zip: _____

Website: _____

Primary Contact (Name & Title): _____

Phone: _____ **Email:** _____

Executive Director/President/CEO of Organization (if other than above):

Phone: _____ **Email:** _____

In one or two sentences, please describe the project and purpose for which funding is being sought:

