

RFP: *ERIE WOMEN'S FUND*

NOTICE OF FUNDING AVAILABILITY AND REQUEST FOR PROPOSAL: PEACEFUL PATHWAYS AND SAFE COMMUNITIES

Background

The Erie Women's Fund (EWF) was established at the Erie Community Foundation in 2007 to help local women collectively support deserving causes. Participating members commit to an annual contribution of at least \$1,000 for a five-year period. The annual \$1,000 gifts are being pooled and distributed to a project(s) selected by women's fund donors. Gifts in excess of \$1,000 have been used to establish The Erie Women's Fund endowment at The Erie Community Foundation.

The aims of the Erie Women's Fund are to: inspire women to become leaders in philanthropy, demonstrate the impact of large-scale targeted grantmaking, and provide education on current community issues and strategies in philanthropy. To date, over fifty local women have contributed to the Erie Women's Fund at ECF.

Members of EWF participated in a collective process to select an area of focus. The women reviewed current data and information on: Basic Needs and Poverty, Economic Stability, Education and Training, as well as Health Status and Disparities. Poverty was identified as the first area of focus for EWF grantmaking. The Erie Women's Fund released an RFP, and awarded its first grant in October, 2008. This grant provides up to five years of support in the amount of \$50,000 for the Erie Together poverty reduction initiative. Erie Together is a collaborative of the Greater Erie Community Action Committee (GECAC), the United Way, and the Mercyhurst College Civic Institute. It works to address poverty at both the systemic and individual levels. By building human and social capital, neighborhoods can be improved, lives enriched, and families and the community will become more economically secure.

Statement of Need and Goals

In 2010, the Erie Women's Fund has \$7,500 in funding available to address the climbing rates of violence in our community. We seek to support up to three projects with \$2,500 each to provide safe communities and nonviolent outlets for children and adolescents in Erie County. We give preference to programs that address one or more of the following areas: 1) Economic Stability; 2) Education and Training; 3) Health Status and Disparities.

We encourage programs that:

- Involve youth in the development and implementation of the project
- Empower youth to be a part of the solution
- Are inclusive to broad and diverse populations and demonstrate broad impact and support
- Exhibit community service
- Create or improve quality services and programs for the underserved
- Incorporate sound programmatic methods and evaluation

The Erie Women's Fund does not limit its grantmaking to women's and girls causes.

REQUEST FOR PROPOSALS:

I. Eligibility and Expectations

Primary applicants must meet basic conditions in order to receive funding from The Erie Women's Fund at The Erie Community Foundation.

- Eligible applicants must be incorporated, not-for-profit, and IRS tax-exempt.
- Applicants must have sound governance, financial and program management.
- Grantees must be able to meet performance reporting expectations including the use of indicators and measurable outcomes.
- Grantees must provide a final report summarizing the program, and providing financial documentation;
- Grantees encouraged to collaborate with other organizations in the Erie community to successfully implement their project.
- Grantees must sign a Memorandum of Agreement with the Erie Community Foundation.

II. The Application

Elements of the Proposal must include:

- **Grant Application Cover Page**

- **Application Summary**

Please address the following questions within your application summary:

1. How many people will participate in the program?
2. What problem/need in the community does it address?
3. What is the desired outcome for the project? How will it be measured?
4. Explain the role of the adults involved. Explain the role of the youth involved.
5. What is the beginning and ending date of the project?
6. Where will the project take place?
7. How much funding are you requesting, and what will funds be used to accomplish?

- **Organizational Capacity**

Describe your organization, its mission, success in implementing programs and services to low income families and resources your organization can bring such as staff management and expertise. This section should describe the organizational capacity of your organization and any of your partners.

- **Internal Evaluation and Accountability**

Describe your benchmarks, performance measures and outcomes both qualitative and quantitative. Note: incorporate how you plan to make performance reports available to the Erie Women's Fund at The Erie Community Foundation.

- **Budget**

Present a specific budget including how you plan to spend grant monies. Incorporate all additional resources, both in-kind and in cash you will bring to the project. Provide your current operating budget.

- **Appendices, please provide one copy of the following:**

- (1) IRS determination letter
- (2) Most current financial audit
- (3) Board of Directors list
- (4) Current Annual Report

The proposal should reflect important ECF values:

1. Applicant(s) demonstrates a commitment to working with The Erie Women's Fund at ECF;
2. Applicant(s) is able to collaborate effectively;
3. Applicant(s) is able to pursue additional funding and resources and demonstrate good promise for sustaining the initiative in the long-term;

Additional Information and Questions

Questions about this Request for Proposal can be directed to Donna Buseck, at 454-0843 or dbuseck@eriecommunityfoundation.org.

Deadline and Funding Award:

Proposals are due to The Erie Community Foundation no later than **Friday, April 30th at 12pm.**

Applicants must include a cover letter with signatures of the paid executive (CEO, ED) and volunteer leader (Board Chair/President). Please provide the original and ten (10) copies on the deadline. Site visits may occur in the month of May.

A grant award(s) will be announced no later than June 4th, 2010.

Organizational Capacity

Internal Evaluation and Capacity

Budget and Narrative

Appendices

- IRS determination letter
- Most current financial audit
- Board of Directors list
- Current Annual Report