

## RAINMAKERS GIVING CIRCLE REQUEST FOR PROPOSALS

**Proposals due: Friday, December 4, 2015 at 5 p.m.**

The Rainmakers Giving Circle is pleased to issue a request for proposals for its 2015-16 grant-making cycle from nonprofit organizations serving economically disadvantaged girls and young women living in the District of Columbia.

The Rainmakers' mission is to improve the lives of this targeted population by supporting programs that help them develop useful life skills, improve their self-esteem and achieve their full potential. More specifically, the Circle will award grants to programs that:

- Encourage the development of healthy behaviors and the prevention of risk factors among economically disadvantaged girls and young women (up to age 21); and
- Increase their competence in such areas as education, health, interpersonal relations, financial management and employment.

### Criteria for 2015-2016 Proposals

In order to be eligible for a grant, an applicant must:

- Be a nonprofit organization that is tax-exempt under section 501(c)(3) of the Internal Revenue Code;
- Provide services to girls and/or young women up to age 21 living in Washington, DC; and
- Have been in operation for at least two years.

Rainmakers will not consider requests to fund:

- Individuals;
- Scientific or medical research;
- Programs that promote religious doctrine;
- Endowments;
- Capital improvements, including construction or renovation projects; and/or
- Debt retirement.

## Grant Awards

This year, the Rainmakers Giving Circle will award between \$65,000 and \$70,000 in grants to four to six organizations that serve economically disadvantaged girls and young women living in Washington, DC. Nonprofits serving the targeted population in neighboring jurisdictions will not be eligible for funding during this grant cycle. Awards may vary from the amounts requested, depending on the number of grants that Rainmakers decide to issue.

Rainmakers will consider requests for general operating support as well as program support. Nonprofits whose mission is fully consistent with the Rainmakers' mission (*e.g.*, whose target population does not include women over age 21 or boys and men) may seek a grant that is *entirely* for general operating support. Organizations that do not qualify for a grant exclusively covering general operating support must apply for funding for a specific program targeted at economically disadvantaged girls and young women. Such requests may include funding for general operating support up to a maximum of 20 percent of the grant.

For information about the Rainmakers' grant-making history, please visit the Rainmakers' page on the Washington Area Women's Foundation ("Women's Foundation") website:

<http://thewomensfoundation.org/rainmakers-giving-circle/>

## How to Apply

**Proposals due: Friday, December 4, 2015 at 5 p.m.**

### Proposal format:

- Include a grant application cover sheet (see attached), narrative, and requested attachments (see "Proposal Narrative Outline").
- Include your organization's name at the beginning of *each* file's name (*e.g.*, XYZ Society – Cover Sheet; XYZ Society – Proposal Narrative).
- Re-type the question before each response in the proposal narrative.
- Type and double-space the proposal, using standard typeface no smaller than 12-point type.
- Have 1" margins on all sides of each page; number all pages, except the cover sheet and attachments.
- Do not exceed 4 pages for the proposal narrative.
- Include your organization's name at the top of each page.
- Provide all required signatures.
- Submit the proposal and all attachments electronically in a Microsoft Word, Microsoft Excel, and/or PDF format. Other electronic formats will not be accepted.

- Send the proposal and its attachments via email to (1) [RainmakersGivingCircle@gmail.com](mailto:RainmakersGivingCircle@gmail.com) and (2) [ncozier@wawf.org](mailto:ncozier@wawf.org).

***Applications received after 5 pm on Dec. 4, 2015, or applications that are faxed, mailed, handwritten or incomplete will not be accepted.***

### Proposal Narrative Outline

The narrative responding to the questions set forth below should be no longer than four pages. Please re-type the question before each response.

If your organization's mission is entirely consistent with the Rainmakers' and you are seeking to use the entire grant for general operating support, these questions are applicable to all your programs. If, however, your proposal is seeking funding for a specific program or a specific program plus general operating support, you may limit your responses to that program.

1. Describe the program for which you are requesting funding. What specific problems, needs or issues does this program address? Please be specific about number and population of girls and young women served.
2. *If this is an existing program:* What outcomes have you seen from the program since its inception? How have you measured the program's impact?
3. *If this is a new program:* What outcomes are you anticipating from the program? What is the basis for these anticipated outcomes? How do you plan to measure the program's impact?
4. What distinguishes this program from other programs for girls and young women in your region? *For new programs,* why is it important to launch this program now?
5. Prepare a time line for completion of the work described in the funding request. Clearly outline the intended activities, outputs and outcomes for the grant cycle.

### Proposal Attachments

Organizational and Program Budgets:

- The organization's prior, current and next (if available) fiscal year's budgets, including income and expenses. **Note:** If awarded, the grant period will be July 1, 2016 through June 30, 2017.
- The program and grant request budget (which will be the same if the grant request is to fully fund the program), including income and expenses and a list of all additional sources of income for the program for which you are requesting funds. **Note:** It is **not** a requirement that you seek additional funds from other sources.

Please also attach the following (in a Microsoft Word, Microsoft Excel, and/or PDF format):

- A list of all sites where the program is or will be offered.
- A list of all staff (with their job titles) as well as other individuals who are or will be involved in operating the program, including a brief description of each person's duties and the percent of workload the program represents.
- A list of the members of your Board of Directors (with their employer affiliations).
- A financial statement (audited, if available) from your most recently completed fiscal year, showing actual revenues and expenses.
- The organization's most recent annual report, any relevant brochures, strategic planning documents, and media clippings about your organization or program, up to a maximum of three documents available electronically.

### Checklist

- Cover sheet (using the attached form)
- Narrative responding to the "Proposal Narrative Outline (4-page maximum)
- Budgets: Organizational (prior, current and next fiscal years) and Program
- Financial Statement
- Program Sites
- Staff, Volunteers and Board of Directors
- Additional documents (e.g., annual reports, brochures, etc.)

### Proposal Review Process

The Rainmakers Giving Circle will evaluate eligible proposals and notify applicants whether they have been selected for site visits by the end of February 2016. Members of the Site Visit Committee will contact applicants selected for site visits to arrange a mutually convenient date for such visits during the period between March 5 and April 29, 2016. Applicants selected for a site visit will be notified of funding decisions in June 2016. Grants will be distributed by the Women's Foundation (the Rainmakers' fiscal sponsor) in late June or early July upon its receipt of a signed grant agreement.

Please direct any inquiries to the Rainmakers' email address: [RainmakersGivingCircle@gmail.com](mailto:RainmakersGivingCircle@gmail.com).

## Grant Application Cover Sheet

Name of organization

Date of Application

Address of organization

City, State, Zip Code

Federal Tax-Exempt Number (EIN)

Phone

Fax

Web site address

Contact person

Title

Daytime phone

Fax

E-mail

## Proposal Summary

Program Name: \_\_\_\_\_ Amount Requested: \_\_\_\_\_

Total organizational budget

Total program budget: \_\_\_\_\_ (current year): \_\_\_\_\_

Summary of Request: \_\_\_\_\_

Population served: \_\_\_\_\_ Geographic area served: \_\_\_\_\_

## Authorization

**The Executive Director/President and an officer of the Board of Directors must sign below.**

We, the undersigned, attest to the accuracy of the information submitted in this application and provide assurance that the Board of Directors agrees to its submission.

Executive Director/President signature

Board Officer signature

Printed name

Title

Printed name

Title