

Summer Funding Opportunity:

Youth Violence & Gang/Crew Violence Intervention

Funding program operations between
July 1, 2008 - September 30, 2008

Proposal deadline: June 17, 2008, 4:00 pm

Hand Delivered ONLY

Columbia Heights/Shaw Family Strengthening Collaborative
Thurgood Marshall Center
1816 12th Street NW, Suite 201
Washington, DC

Funding from:
Citywide Coordinating Council on Youth Violence Prevention

Request for Proposal (RFP) Released June 3, 2008

Summer 2008 Mini-Grant Application Information

I. Introduction

The Citywide Coordinating Council on Youth Violence Prevention was created by the Council of the District of Columbia in 2008 with the leadership of Ward One Councilmember Jim Graham. The purpose of the Coordinating Council is to develop a citywide youth violence prevention and intervention movement from the ground up. Specifically, the Coordinating Council wants to achieve the following results:

1. Strengthen and align the work being done in youth violence prevention and intervention. To do this, we will develop a “best practice” handbook based on the good and proven work of local and national organizations.
2. To standardize and coordinate top quality crisis work across the city. We will refine a protocol currently being used and share with others.
3. Expand leadership across the city and from bottom to top.

The work of the Coordinating Council is grounded in three principles:

- ◆ Violence is preventable. We can interrupt and redirect the cycle of violence.
- ◆ Youth violence is not an isolated phenomenon. We take an *ecological* approach to youth violence. An ecological approach understands and addresses youth violence as an expression of broader family, community, and cultural, social and political dynamics and, thus, recognizes that any effective intervention must be comprehensive and multi-dimensional.
- ◆ Meeting the challenge of violence prevention takes all of us. No one single intervention or organization is enough. We must work in partnership to create a strategy that is larger than the sum of our parts.

II. Summer 2008 Funding Opportunity

The Coordinating Council is seeking proposals for the summer of 2008. We will fund a limited number of programs designed to intervene with young people who are at risk of being violent or who are already involved with gangs/crews and/or violence. **All programs must be designed to reach District residents between the ages of 14-24.** We are interested in funding programs that:

- ◆ Are designed to reduce youth/gang violence;
- ◆ Engage young people ages 14 to 24 and their families and create opportunities for diversion, family and community support and the like;
- ◆ Target areas within the following Police Service Areas (PSA): 103, 302, 304, 403, 404, 501, 504, 705, 706 (see attached map).

Examples of work to be considered for funding shall include, but not limited to:

- ◆ Outreach to identify and engage high-risk youth.
- ◆ Case management for high-risk youth, and when appropriate, their families.
- ◆ Mediation and other forms of conflict resolution.
- ◆ Events that seek to bring the target population together coupled with planned follow-up to monitor progress toward violence-free behavior.
- ◆ Skill-building programs with specific goals and measurable outcomes.

Funding availability:

It is anticipated that a total of \$200,000 in grants will be awarded. Grants will range between \$500 and \$20,000.

Grant period:

The grant period is July 1, 2008 – September 30, 2008

Mandatory Bidders Conference:

One bidder's conference will be held to answer any questions about the RFP and to assure that all potential respondents understand the types of activities the Coordinating Council is seeking to fund. **Attendance at this bidder's conference is a requirement for submission of an application.** The conference will be held on Wednesday, June 10 at 6:00 pm at the Thurgood Marshall Center, 1816 12th Street, NW. *RSVP to Florence Michel, 202-518-6737 ext. 1117 or fmichel@chsfsc.org.*

Where and when to apply:

The deadline for proposals is June 17, 2008, 4:00 pm. Proposals (1 original and 3 copies) must be hand delivered to:

Citywide Youth Violence Intervention Mini Grants
c/o Columbia Heights/Shaw FSC
Thurgood Marshall Center
1816 12th St., NW, Suite 201
Washington, DC

Proposals delivered by e-mail and fax will not be accepted.

Eligibility criteria:

1. Grantees must have either 501(c)(3) status OR a fiscal agent which is a 501(c)(3); AND
2. Grantees must be based in the District of Columbia or have an address of record in Washington, DC.

The Coordinating Council encourages formal and informal programs operated by community, civic organizations, churches/faith-based institutions, community-based organizations, etc.

Grantee requirements:

1. Grantees must comply/be willing to comply with DC Law 15-353, "Child and Youth, Safety and Health Omnibus Amendment Act of 2004" and its various amendments. *This means that those working with children and youth, whether as paid staff or volunteers, must comply with background and drug testing requirements. More information on the requirements will be available at the June 10 Bidders Conference.*
2. Grantees must submit bi-weekly progress reports;
3. Grantees agree to Site Visits by members of the Coordinating Council;
4. Grantees must submit a final report; when the final report is received by the Coordinating Council, the final 10% of the award will be released to the grantee; and
5. Grantees must participate in all trainings offered by the Coordinating Council.

Evaluation criteria:

The following percentages will be applied to the review process:

- ◆ Organizational or individual capacity 10%
- ◆ Program design 30%
- ◆ Creativity of approach 20%
- ◆ Program Outcomes 20%
- ◆ Budget 20%

Proposal format information:

- ◆ All three (3) sections must be completed;
- ◆ All applications must be typed;
- ◆ 12pt., Times New Roman font;
- ◆ Single-spaced;
- ◆ All pages must be numbered; and
- ◆ Margins are 1-inch.

Summer 2008 Mini-Grant Application Form

Part I. Proposal Cover Page

| | |
|--|--|
| Date: | |
| Organization name: | |
| Complete address: | |
| Mailing address (if different): | |
| Phone: | |
| Fax: | |
| E-mail: | |
| Web site address: | |
| Complete contact information (name of director, address, phone, fax, e-mail) for fiscal agent (if applicable): | |
| Federal Tax ID number OR fiscal agent ID number: | |
| Contact person's name, title and contact information (phone, fax, e-mail): | |
| Dollar amount of this funding request (\$500 - \$20,000): | |
| Total current organizational budget and fiscal year: | |
| Signature of executive director of 501(c)(3) applicant OR Signature of applicant representative and signature of director of fiscal agent | |
| <p>Please select one of the following:</p> <p><input type="checkbox"/> My organization has its own 501(c)(3) status *Attach IRS letter *Attach current Board list</p> <p><input type="checkbox"/> My organization will be using a fiscal agent *Attach the IRS letter from your fiscal agent *Attach a letter from your fiscal agent detailing your relationship with one another, including the length of time you have worked together, experience with acting as your fiscal agent, etc. *Attach current Board list of your fiscal agent</p> | |

Part II. Program Narrative *(Do not exceed 5 pages, single-spaced)*

A. Program Description

- ◆ Describe the problem that you want to address this summer. Please include the status of youth and/or gang/crew violence in your target area. Also discuss what is currently in place (working or not) to reduce youth/gang violence and to de-escalate violence.
- ◆ Describe your youth and/or gang/crew intervention plans for this grant including target population, number of individuals to be served; and geographic area(s) that will benefit from this proposal.
- ◆ If your program is based on a nationally recognized best practice or evidence based-practice, indicate and describe the model.
- ◆ Describe the outcomes you expect to achieve for the individuals and neighborhoods to be served by your proposal.
- ◆ Describe the involvement of your target population(s) in implementing the work described in this proposal.
- ◆ Describe where program activities will be carried out.

B. Organizational Capacity

- ◆ Describe briefly your organization's history, mission and goals.
- ◆ Describe your current programs and activities and summarize recent organizational accomplishments.
- ◆ Describe how the proposed program activities align with your organization's experiences.
- ◆ Indicate how the program will be staffed and brief qualifications of these staff.
- ◆ Describe how you will continue this work after this mini-grant ends.

Part III. Budget and Budget Narrative

Provide a detailed narrative on how you plan to spend funds that you are requesting. Summarize the costs in the table below. In the narrative describe how costs were calculated for each line item. No more than 10% of the budget may be used for organizational indirect expenses.

1. Use this format for your budget:

| EXPENSES | Budget request |
|--|-----------------------|
| Salaries and Wages | |
| Consultants/professional fees | |
| Evaluation | |
| Field trips/other youth travel | |
| Staff travel | |
| Books, media, other learning materials | |
| Other supplies for students | |
| Internet access (for program participants only; must be fundamental to the program) and other technology | |
| Printing | |
| Postage and delivery | |
| Event-related expenses (detail below) | |
| Payroll Taxes | |
| Rent/Utilities | |
| In-kind expenses | |
| Maintenance | |
| Other (detail in narrative) | |
| Indirect costs (no more than 10% of the sum of the lines above) | |
| TOTAL EXPENSES | |

2. Briefly describe each section of the above budget in detail. (*Do not exceed 2 pages, single-spaced*)