



# REQUEST FOR PROPOSALS



## 2019 Regular Grant Cycle

***Deadline: Thursday, May 9, 2019 by 5:00 P.M. Eastern Daylight Time (EDT)***

### **I. BUDGET REQUIREMENTS**

During this cycle Southern Partners Fund (SPF) will not consider grants to organizations with operating budgets over \$350,000 for general operating support. If the budget is over \$350,000 an organization may apply for project support.

### **II. NOTIFICATION OF AWARDS/DECLINATIONS**

Notification of Grant Decisions will be announced after October 15, 2019.

### **III. RELEASE OF REQUEST FOR PROPOSALS (RFP)**

#### **PLEASE CAREFULLY READ THESE CHANGES TO THE 2019 & 2020 REGULAR GRANTMAKING CYCLE**

Southern Partners Fund (SPF) is pleased to announce the 2019 Regular Grantmaking Cycle. Throughout our history SPF has remained steadfast in investing into the development of rural communities across the southeast. Now more than ever, it is critically important for us to work with our grantee partners to strengthen our communities and prepare them for the inevitable battles that lie ahead.

**For the 2019 Regular Grantmaking Cycle, under our Southern Organizing Strategy, Members and Board of Directors of Southern Partners Fund have made a bold foresighted decision to focus 60% of these funds in 2019 toward an integrated Census Organizing Strategy. This strategy enhances and intrinsically connects to our three primary focus areas: voting rights, immigrants' rights and education reform.** Increasing the return rate for the Census in hard to count communities by at least 5% over the Southeastern Region would increase the count by over 5 million people in these communities. This would have a huge impact on voting rights, voter engagement, fair and accurate redistricting maps, immigration rights, funding and policy development for education reform in the region.

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*Harriet Tubman, Civil Rights Activist*

**In 2020, 60% of Southern Organizing Strategy funds will be directed toward an integrated strategy around Redistricting Organizing that builds on the work to increase the count in hard to count communities.** Developing fair and accurate redistricting maps in 2021 will be a massive undertaking given the "Shelby" decision. This decision struck down section 4 and 5 of the voting rights act that required certain Jurisdictions to "preclear" changes to elections rules with the federal government before implementation, based on a history of race-based voter discrimination. Southern Partners Fund will provide through its Philanthropic Operations Committee one or two webinars to grantees on proposal development around Census Organizing. The dates to be announced.

*The Southern Partners Fund*

## **COMMITMENT**

SPF was founded in 1998 by a coalition of 18 grassroots community organizers with the belief that it is the birthright of every American to enjoy basic rights, privileges and a quality of life; to be preserved and create a legacy for future generations. SPF serves over 75 rural community groups in 12 of the southeastern United States, including: Alabama, Arkansas, Florida, Georgia, Kentucky, Louisiana, Mississippi, North Carolina, South Carolina, Tennessee, Virginia and West Virginia. These groups represent diverse, disenfranchised people in the south from different racial/ethnic backgrounds and sexual orientations.

### **Our Compassion**

The mission of SPF is to serve rural Southeastern communities and organizations seeking social, economic and environmental justice by providing them with financial resources, technical assistance, training and access to systems of information and power. There are two central ideas embraced in the democratic philanthropy of Southern Partners Fund: compassion and community. Compassion implies an understanding or concern for community members lacking local political power to impact the decisions that affect their lives. Community relates to the things that bring us and hold us together.

### **Our Courage**

SPF has an accomplished history of demonstrating how collective power can act as a force for moving toward social change, by supporting issues such as: labor rights, economic and environmental justice, criminal reform, youth development, education reform, women and girl's rights; as well as housing and health reform. The rural South includes historically underdeveloped regions with citizens who have lower incomes, low levels of education and are affected by higher disease rates than the rest of the country. These citizens, who are often people of color and poor, and live in isolated tracts that reflect the legacy of slavery; must organize. They must organize to help determine their future and the future for their children.

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## **Our Culture**

Using a grassroots perspective, we believe that culture is the essence of its people and should be valued, shared and preserved in the process. We must build our strength and unity by incorporating standards of integrity, respect, love, diversity, quality and interconnectedness.

## **IV. RFP GUIDELINES**

All applicants must adhere to the following guidelines:

Applications must be in the SPF office by **Thursday, May 9, BEFORE 5:00 P.M. EDT** and can be submitted in the following ways:

- Online: Submit your application by using our online process. Please select this link: [https://www.GrantRequest.com/SID\\_2296?SA=SNA&FID=35010](https://www.GrantRequest.com/SID_2296?SA=SNA&FID=35010) to fill out and complete your online application. Upon completing your online application you will immediately receive a confirmation of your submission. Please retain a copy of this receipt for your records. If you do not receive an email confirmation please contact our office immediately.
- Email: Email your application to [grants@spfund.org](mailto:grants@spfund.org). All applications must be received in the office by the deadline date above.
- Fax: Fax to SPF Office, fax# 404-541-9097. All applications must be postmarked and received in the office by the deadline date above.
- Mail: Mail your application by regular postal Mail to: Southern Partners Fund, 1 Baltimore Pl., N.W., Ste. 150, Atlanta, GA 30308. All applications must be postmarked and received in the office by the deadline date above.
- Only nonprofit organizations with a 501(c)3 public charity status, or an emerging organization with fiscal sponsorship from a 501(c)3 organization will be considered.

Questions regarding the guidelines or application process may be addressed to the program officer, who can be reached at 404-541-9091 x115 or via email at [grants@spfund.org](mailto:grants@spfund.org)

If you would like to receive an application in Spanish, please contact Fernando Cuevas, Jr. at 407-557-5531. *Southern Partners Fund acepta solicitudes en español. También tenemos copias de nuestra solicitud en español. Si necesita una copia, por favor contacte a Fernando Cuevas, Jr. al 407-557-5531.*

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## V. GENERAL GRANT GUIDELINES

### The Purpose of SPF Grantmaking is to:

- Develop and nurture grassroots community-based leaders and organizers.
- Build the capacity of rural, grassroots community organizing groups and leaders.
- Strengthen rural communities and people.
- Develop equitable peer relationships, which support real transformation toward a just society.

**PLEASE CAREFULLY READ THE NEW CHANGES FOR THE 2019 & 2020 REGULAR GRANTMAKING CYCLE IN THE REQUEST FOR PROPOSAL INFORMATION ABOVE.**

### Who We Fund:

The Southern Partners Fund focuses on rural community organizing in the Southeastern United States; therefore we support organizations in the following states:

Alabama	Kentucky	South Carolina
Arkansas	Louisiana	Tennessee
Florida	Mississippi	Virginia
Georgia	North Carolina	West Virginia

The organizations and projects that we fund strive for progressive fundamental change. These groups must be:

- **Rural community organizing groups in the Southeastern United States,**
- Self-governed by members of the targeted rural population, and
- Organizing on issues of social, economic and environmental justice that enable community members to become decision-makers.

### What We Do Not Fund

- Direct Services - Services provided by a non-profit organization directly to individuals and/or families. To include but not limited to housing, training, or health services.
- Capital Improvements - Building and/or land acquisitions
- Legal fees
- Regranting to intermediary organizations
- Urban organizations that strictly serve urban populations

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## **APPLICATION PROCESS**

The Request for Proposals (RFP) is an open process. Potential grantees for this RFP are community-based, nonprofit organizations (with 501(c) 3 public charity status). Southern Partners Fund can support emerging organizations and community-based projects only if they are sponsored by tax-exempt 501(c)3 public charities.

**Applicants may request general operating support or project support. During this cycle Southern Partners Fund (SPF) will not consider grants to organizations with operating budgets over \$350,000 for general operating support. If the budget is over \$350,000 an organization may apply for project support.**

The review process includes a phone interview and/or site visit. Organizations under consideration will be contacted by a Grants Committee member to schedule an interview/site visit.

The Grants Committee will meet in **September of 2019** to discuss proposals and make grant decisions. During this meeting, the Committee will discuss the material submitted by the applicants and any additional information gathered during site and/or phone visits.

All organizations that are selected for grants must submit final reports. All new organizations that are selected for grants must submit six-month progress reports *and* final reports on the use of the grant, as described in their application. **All outstanding final reports must be received by SPF before a new request is considered. No application will be reviewed if your organization has not satisfactorily submitted an outstanding final report.**

Organizations that have been funded for **5 consecutive** years through the Regular Grants Cycle *are not eligible* for support this year. You will be contacted by SPF if you are not eligible to apply. This policy does not include special initiative cycles.

**Grant awards will range from \$5,000 to \$15,000**  
**Notification of Grant Decisions will be announced after October 15, 2019**

***For more information on the application process contact:***

The Program Department at  
Southern Partners Fund  
(P) 404-541-9091 ext. 115  
(E) [grants@spfund.org](mailto:grants@spfund.org)

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## APPENDIX A - SAMPLE BUDGET

You can use this sample budget format as a guide to complete your organizational *and/or* project budget. **If you are submitting a proposal for a specific project, please submit both your overall *organizational budget* and your *project budget*.**

INCOME	TOTAL BUDGET	Committed	Pending	SPF Grant Request
Foundation Grants (attach list of grants)	140,000	95,000	25,000	20,000
Government grants and contacts (attach list of grants)	25,000	5,000	20,000	
Corporations/Businesses	15,000	10,000	5,000	
Individual Contributions	5,000	2,500	2,500	
Religious Institutions	500	500		
Payroll Deduction (United Way or other federated fund)	3,000	3,000		
Membership Dues	12,500	7,500	5,000	
Events	5,000	5,000		
Fees for Service	7,500	7,500		
Sales	12,000	12,000		
Other (please specify)				
In-Kind Donations (attach a list of in-kind donations)	5,000	5,000		
<b>TOTAL INCOME</b>	<b>\$230,500</b>	<b>\$153,000</b>	<b>\$57,500</b>	<b>\$20,000</b>
EXPENSES	TOTAL BUDGET	Secured	Pending	SPF Grant Request
Salaries and wages (state if part-time or full-time)				
1 FT Executive Director	52,000	45,000	7,000	
1 FT Organizer	42,000	32,000		10,000
1 PT Administrative Assistant	22,000	17,000		5,000
Fringe benefits	16,600	14,100		2,500
Taxes	15,040	15,040		
<b>Subtotal Personnel</b>	<b>147,640</b>	<b>123,140</b>	<b>7,000</b>	<b>17,500</b>
Consultant/Contract fees	35,000	5,000	27,500	2,500
Audit/Bookkeeper	5,000	3,000	2,000	
Travel	3,000	3,000		
Postage	1,200	1,200		
Copying/Printing	2,500	2,500		
Occupancy	10,000	10,000		
Phone/Fax/Internet	3,000	3,000		
Equipment/Tech Support	10,960	1,000	9,960	
Supplies	500	500		
Publications/Subscriptions	200	200		
Training/Technical Assistance	7,000	2,500	4,500	
In-kind expenses (attach a list of in-kind expenses)	5,000	5,000		
<b>Subtotal Office and Program Expenses</b>	<b>83,360</b>	<b>36,900</b>	<b>43,960</b>	<b>2,500</b>
<b>TOTAL EXPENSES</b>	<b>\$231,000</b>	<b>\$160,040</b>	<b>\$53,460</b>	<b>\$20,000</b>

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## APPENDIX B - BUDGET ATTACHMENT

You can use this sample budget format as a guide to itemize your list of foundation and government grants and in-kind items for your organizational *and/or* project budget. **If you are submitting a proposal for a specific project, please submit your budget attachment for foundation and government support and in-kind items for both the overall organizational budget and your project budget.**

### **Foundation Support**

Big Bucks for Organizing Foundation	\$35,000	Committed
Good Works Community Fund	\$20,000	Committed
Ida and Lewis Kindheart Family Fund	\$15,000	Committed
W.E. Givealott Fund	\$20,000	Committed
Lotta Doe Trust Fund	\$5,000	Committed
Charitable Money Trust	\$25,000	Pending
Southern Partners Fund	\$20,000	Submitted
<b>TOTAL</b>	<b>\$140,000</b>	

### **Government Support**

Arkansas Department of Education	\$15,000	Proposal in Process
U.S. Department of Education	\$5,000	Submitted
City Environmental Protection Agency	\$5,000	Committed
<b>TOTAL</b>	<b>\$25,000</b>	

### **In-Kind Items**

	<b>Donations</b>	<b>Expenses</b>
Fundraising Professional	\$3,600	\$3,600
Pro bono legal services	\$1,400	\$1,400
<b>TOTAL</b>	<b>\$5,000</b>	<b>\$5,000</b>

*\*In-kind donations and expenses must equal each other.*

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## APPENDIX C - HOW TO FORECAST FOUNDATION FUNDING

### Foundation Fundraising Potential Worksheet

#### **Very Possible – 75%**

Renewal proposal was invited by a funder, Program Officer is advocating for our proposal.

Ida and Lewis Kindheart Family Fund	\$15,000
W.E. Givealott Fund	<u>\$20,000</u>
	\$35,000 x 75% = \$26,250

#### **Possible – 50%**

Spoke with Program Officer who said we fit their criteria.

Lotta Doe Trust Fund	\$20,000
Southern Partners Fund	<u>\$13,500</u>
	\$33,500 x 50% = \$16,750

#### **Possible – 50%**

No contact with foundation, but research shows we fit their criteria.

Savya Kidd Foundation	\$30,000
Chevy Foundation	<u>\$25,000</u>
	\$55,000 x 20% = \$11,000

**TOTAL POTENTIAL** **\$54,000**