**REQUEST FOR PROPOSALS**

**NEW BEDFORD EDUCATION FOUNDATION**

**SUMMER PROGRAMS – 2014**

Summer offers a critical opportunity to close the achievement gap and mitigate the learning loss associated with a lack of access to enrichment programs. With that in mind, the New Bedford Education Foundation (NBEF) is accepting proposals from nonprofit community organizations for summer programs that serve public school students from New Bedford. The NBEF expects to award up to $5,000/grant to organizations providing enrichment programs that align with the NBEF mission and vision:

*NBEF helps New Bedford Public Schools’ students fulfill their potential and enrich their educational experience in the areas of Arts, STEM (Science, Technology, Engineering, Mathematics) and World Languages. NBEF commits to enhancing each student's capacity to realize success and fulfillment in the schools and in the community. NBEF supports excellence in New Bedford Public Schools' programs by providing resources that help make academic and extra-curricular experiences exceptional and transforming.*

**Proposal Requirements**

NBEF seeks to engage many students in innovative, interactive, inter-disciplinary learning programs that provide experiential learning opportunities to New Bedford public schools’ students during the summer of 2014. Eligible applicants must demonstrate the degree to which their programs provide learning opportunities, engage city students meaningfully, and track progress toward their goals. Programs representing collaborations between multiple organizations are strongly encouraged. Previously funded applicants are welcome to apply, especially if proposals represent a scaling-up of programs or reach.

To apply, please complete, save (preferably as PDF), and email the following materials to [grants@newbedfordeducationfoundation.org](mailto:grants@newbedfordeducationfoundation.org):

* A completed proposal narrative and budget (forms attached);
* A Cover Letter signed by the Executive Director or Board President;
* The cover sheet of the Associated Grant Makers (AGM), available at: <http://www.agmconnect.org/cpf/CPF_Cover_Sheet.doc>; and
* A copy of the letter of determination from the Internal Revenue Service confirming the 501 (c)(3) tax-exempt status of your organization.

**Proposal Deadline**

Applications must be received by midnight on **25 April 2014**. Please send completed applications (in word document or PDF) to: [grants@newbedfordeducationfoundation.org](mailto:grants@newbedfordeducationfoundation.org)

Please contact: [grants@newbedfordeducationfoundation.org](mailto:grants@newbedfordeducationfoundation.org) with questions.

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**NBEF 2014 SUMMER GRANT – PROPOSAL NARRATIVE**

Please use the shaded area to type your responses to the following prompts. The narrative should not exceed four pages.

**PROPOSAL DESCRIPTION**

**1. Provide a brief description of the summer program for which you are seeking NBEF support**

**2. What need(s) is this program designed to address?**

**3. How does this program align with the mission of the New Bedford Education Foundation? (see p. 1 of RFP)**

**4. What characterizes the New Bedford Public Schools students being served by this program? Check all that apply.**

Pre-K students  Elementary school students  Middle school students

High school students  English language learners (ELL)  Students with disabilities

Low-income students  Students receiving special education services

**5. What specific activities are used to engage these students?**

**6. How many students will participate in this program? How many of these students are New Bedford Public Schools students?**

**7. How many contact hours will each student receive through this program? (For example, if the program runs for 2 hours/day for 10 days, each student will receive 20 contact hours.)**

**8. With what organizations are you partnering (if any), and what services will they provide?**

**9. As a result of this program, what change do you expect to see in the participants and/or in the community?**

**10. What challenges, if any, may inhibit the ability of this program to achieve those goals?**

**11. How will you know if the desired results of this program have been achieved? What metrics will you track, and how will you track them?**

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**2014 SUMMER GRANT PROPOSAL – PROGRAM BUDGET**

Please answer the following questions and complete the table. Limit your responses to one page.

|  |  |  |
| --- | --- | --- |
| 1. What proportion of your budget does this grant request represent? | | |
| 2. What is the total number of students to be served? How many New Bedford Public Schools students? | | |
| 3. What is the cost per student served? | | |
|  | | |
| **BUDGET ITEM** | **DESCRIPTION** | **AMOUNT** |
| **Revenue** | | |
| NBEF request | Grant request from New Bedford Education Foundation |  |
| Other foundation grants |  |  |
| Corporate grants |  |  |
| Individual donations |  |  |
| Earned income (e.g. prog. fees) |  |  |
| In-kind support |  |  |
| Other (if applicable) |  |  |
| **Total revenue** | |  |
| **Expenses** | | |
| Staff |  |  |
| Equipment & supplies |  |  |
| Food |  |  |
| Transportation |  |  |
| Marketing/advertising |  |  |
| Rent & occupancy |  |  |
| Insurance |  |  |
| Fundraising |  |  |
| Telephone/internet |  |  |
| Professional development |  |  |
| Other (if applicable) |  |  |
| **Total expenses** | |  |