

# REQUEST FOR PROPOSALS

**Issue Date:**  
**March 6, 2006**

**Submission Deadline:**  
**March 29, 2006**

**Contact Information:**

The Student Social Venture Fund at NYU Stern  
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*The Student Social Venture Fund at NYU Stern is pleased to announce a Request for Proposals for its second annual grant cycle. The Fund serves as a catalyst for social change by supporting organizations that are committed to improving the social and economic position of underserved communities in New York City. In addition to providing financial support, the Fund is highly engaged with its grantees through strategic, technical, and managerial assistance to help maximize its social return.*

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## **ABOUT THE FUND**

The Student Social Venture Fund at the NYU Stern School of Business is a \$100,000 grantmaking entity managed by NYU graduate students. The first of its kind in the nation, the Fund was founded in 2005, and operates as a practicum course open to students at any NYU graduate school. As a high-engagement grantmaker, the Fund provides both financial grants and ongoing organizational assistance to nonprofits in New York City. Each year, the current cohort of students selects the Fund's annual grantmaking focus and continues to engage with grantees selected in prior years. While the focus may change slightly year to year, the Fund maintains a consistent mission as well as a particular interest in supporting projects and initiatives that demonstrate creativity and innovation in their programming approaches.

## **2006 RFP OBJECTIVES**

### Eligible Organizations

For the Spring 2006 grant cycle, the Student Social Venture Fund invites grant applications from **youth-serving educational organizations based in New York City which work to support underserved teens through direct service or advocacy efforts**. Recognizing the dire need for quality programs and services for teens in underserved communities, the Fund seeks to provide support for organizations that address the problems facing this vulnerable population either directly through educational programming or systemically through advocacy work.

In evaluating proposals, the Fund will give preference to direct service providers, including but not limited to community-based organizations, schools, and after-school programs. However, proposals from advocacy organizations and for-profit entities will also be considered if they are aligned with the goals of the RFP.

### Eligible Projects

Eligible project proposals include those that specifically involve (a) advocacy/organizing activities, *and/or* (b) capacity-building activities that will further the organization's ability to work effectively with youth ages 13-19. Recognizing that organizations are also in need of unrestricted funds, requests for general operating support will also be considered from organizations that demonstrate need as well as creativity in their approaches to addressing the problems facing the teen population.

Examples (for illustration only):

- Advocacy/organizing projects might include:
  - building advocacy networks
  - developing a public relations campaign around a specific issue
  - researching and partnering with similar organizations to coordinate policy efforts
- Capacity building projects might include:
  - providing leadership training for staff
  - enhancing technology capability
  - implementing accounting mechanisms or evaluation procedures
- General operating support means that the funds are not project-based and their use is unrestricted.

Please note: eligible organizations can apply for any category of support. i.e., direct service organizations can propose an advocacy/organizing related project, advocacy organizations can propose a capacity-building project, etc.

#### Additional Requirements

Applicants must demonstrate a willingness to strengthen and enhance their operations through a collaborative partnership with the Fund. Consulting teams comprised of student Fund managers work closely with grantees to support the implementation of the projects. Fund managers also work to provide grantees with access to New York University's network and resources.

Finally, the Fund is especially interested in proposals that demonstrate creativity and innovation, and offer fresh and unique approaches in their program design.

During the Spring 2006 grant cycle, the Fund anticipates awarding a total of 2-6 grants. Grant amounts will range from \$5,000-\$50,000. Up to \$100,000 in total will be distributed this Spring.

Through its grantmaking, the Student Social Venture Fund aims to:

- Enable positive, sustainable social change and create opportunities for underserved communities.
- Support innovative local programs working towards poverty reduction and social change in underserved communities.
- Engage in supporting the effectiveness of grantee organizations by providing management assistance and, where possible, connecting grantees with the academic and managerial resources of New York University.
- Expand grantees' networks with each other, New York University, future practitioners, future donors, and the New York community.
- Share mutual learnings with our potential grantees to enhance our academic experiences.
- Bring visibility to innovative local models and share best practices in the fields of philanthropy and youth programming.

### **WHAT WE DO NOT FUND**

- Direct grants to individuals, scholarships, fellowships, etc.
- Projects that are not aligned with the Fund's priorities
- Requests solely for capital equipment
- Programs that are not interested in an engaged partnership with the Fund
- Projects with a religious purpose or partisan political activities

### **PROPOSAL GUIDELINES**

The Student Social Venture Fund at NYU Stern welcomes applications from start-up organizations, as well as established agencies. The Fund is most interested in proposals that demonstrate innovation. The application format is based largely on the elements of the NY/NJ Common Application Form, however some additional information and documents as they relate to the goals of this RFP are also requested. Below is a checklist of required information. Please be sure to include all information. Incomplete applications will not be considered.

#### ***Organizational Information***

- Brief overview and description of the history and mission of the organization (please include annual reports, newsletters etc as attachments). (1 page, not including attachments)
- Brief organizational description demonstrating your unique competencies and programs. Include information on relationships and partnerships with other organizations, if applicable. (1 page)
- Description of the need, problem, or population your organization seeks to address. (1/2 page)

#### ***Use of Funds***

- Amount of funds request, description of goals and specific activities to be undertaken with the proposed grant. (2-3 Pages)

Please be sure to address the following:

- What are the organizational problems and issues that the proposed grant will help you address?
- What activities will you undertake to address these problems, and how will they be conducted?
- What specific goals are you aiming to achieve?
- What are indicators that will demonstrate that this grant has strengthened your organization and allowed it to further advance its mission? How do you plan to measure outcomes?
- Timeline or workplan linked to the project description.
- Please tell us how you learned about the Fund.

***Engagement with the Fund***

- The Student Social Venture Fund at NYU Stern is a high engagement grantmaker. In addition to providing financial support, the Fund works in consultation with its grantees to help complete the funded projects. Please provide a brief description of the ways that students might be involved in your proposed project. Are there any other ways that you would like to be engaged with the Fund? (1 page)

***Organizational Attachments***

- Copy of 501(c)3 tax status determination letter (for not-for-profit organizations), or New York State Tax Identification Number (for for-profit entities).
- List of Board of Directors including their occupations and affiliations.
- Biographies or resumes of key staff members.
- Name and contact information for 3 people who can provide recommendations for your organization.
- Linkage agreements from potential partner(s), if applicable.

***Financial Information/Attachments***

- Organizational budget for the current fiscal year.
- Project budget (include all committed, pending, or prospective funds.)
- List of current and previous year's funders (organizational)

**TERMS OF CONTRACT**

The anticipated start date for grant-funded projects is no earlier than June 1, 2006. Contracts will be limited to one-year, however, grantees may be permitted to re-apply for subsequent support

**REVIEW PROCESS AND SELECTION GUIDELINES**

As part of the review process, the Fund will:

- Review and evaluate all proposals
- Contact references, if necessary
- Make site visits and/or interview finalists, if necessary.

Selection Criteria includes:

- Clarity and completeness of applications
- The proposal's potential social impact and the growth potential of the proposed project
- Agency leadership and capability to implement the proposed project
- Comprehensiveness of program design

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- Innovation and creativity of approaches to addressing the social and educational needs of target population
- The proposal's alignment with the goals of the RFP and the mission of the Fund
- Desire and articulated plan to work with Fund managers
- Quality of the evaluation strategy, performance goals, and measurable outcomes
- Operational and financial feasibility, and sustainability of the project
- Amount requested and justification for costs included in the budget

**SIGNATURE AND AUTHORIZATION**

The undersigned applicant(s) do hereby represent and warrant that the information contained on this form, and any attachments submitted in conjunction with this application, is complete and correct. Furthermore, applicant(s) authorize the Student Social Venture Fund at NYU Stern and/or any of its subsidiaries or affiliates, to contact recommender

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

Executive Director, Board Chair, or President

Other Authorized Staff Member

Print Name: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**SUBMISSION INSTRUCTIONS**

The deadline for application is **March 29, 2006 by 11:59 pm.**

**All applications, including attachments, must be submitted electronically via email as Microsoft Word, Excel, or pdf files to: [ssvf@stern.nyu.edu](mailto:ssvf@stern.nyu.edu)** Any application not submitted via email will NOT be considered.

**Questions?**

Tips for applying will be posted on the Student Social Venture Fund's website at <http://www.stern.nyu.edu/ssvf>. Prospective grantees may email the Fund with questions about the RFP at [ssvf@stern.nyu.edu](mailto:ssvf@stern.nyu.edu). Answers to frequently asked questions will be posted online by March 21.

Contact Information:

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