POIC® + RAHS®

Portland Opportunities Industrialization Center + Rosemary Anderson High School

Statewide Grantmaking for Violence Intervention & Prevention

Grantee Request for Proposals (RFP)

Facilitation and Technical Assistance Partner:

KELLEY NONPROFIT CONSULTING

Applications due January 31, 2024 at 11:59pm PST

Submit questions here: https://podio.com/web-forms/29191529/2381334

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RFP Released

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December 18, 2023

Information Session 1 @ 12pm

Register Here

January 10, 2024

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Information Session 2 @ 11am

Register Here

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January 19, 2024

Last day to submit RFP questions to point of contact

Submit Questions Here

January 31, 2024

5

Applications Due @ 11:59pm

Submit Applications Here

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February 1-29, 2024

Proposal Review Process

February 29, 2024 (tentative)

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Award Timeline

March 1-31, 2024

8

Capacity assessment conducted to identify potential areas for growth and support

9

October 31, 2024

Interim grantee reports due

March 1, 2024 - June 30, 2025

10

Grantees participate in individual capacity building supports and attend bi-annual peer learning and topic-based support meetings

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June 30, 2025

Final grantee report due

*Please note: grantee agreements cover a performance period of July 1, 2023 through June 30, 2025 with certain retroactive expenses allowed.

Introduction to POIC + RAHS

POIC + RAHS provides the highest quality services in alternative education, mentoring, family outreach, employment training, and placement. For more than 50 years, POIC + RAHS has been creating social, economic, and educational opportunities for communities of color and other underserved communities.

Overall, POIC + RAHS provides a continuum of education, career, and family services. From reintroducing houseless teens to the classroom, to pairing gang-affected students with meaningful career opportunities, to helping youth experiencing domestic violence find stability and hope through mentorship - POIC + RAHS helps youth and adults reimagine and rewrite their life stories.

Just a few of POIC + RAHS' many services include alternative education services, construction preapprenticeship training, mental health counseling, and much more. All services provided by POIC + RAHS are trauma-informed and responsive to the evolving needs of the communities served. POIC + RAHS has 11 service locations and employs more than 150 team members.

A major component of POIC + RAHS' work that threads throughout the organization is their suite of violence intervention and prevention programs. This suite of services includes both local promising models and evidence-based, national programming. Just a few of their services include street-level outreach, hospital-based intervention, counseling, family supports, and long term coaching & mentoring. As with all of its programming, POIC + RAHS works within and across multisector public and private partnerships. POIC + RAHS also elevates and strengthens emerging and grassroots organizations aligned with its mission. This collective impact model positively contributes to this field of work, fills gaps in the sector, and creates opportunities for systems change. The Public Safety Village model, described further below, is an example of this model.

Funding Overview

In March 2022, HB4045 was signed into law by Governor Kate Brown. As part of this House Bill, POIC + RAHS received $2.5 million to provide grants to qualifying organizations for community violence prevention and intervention measures aimed at addressing intermediate risk factors and support protective factors to decrease social pressure to engage in community violence.

After a successful pilot of Statewide Violence Intervention and Prevention grants during 2022-2023, POIC + RAHS worked with Partners for Safety and Justice to advocate for additional funding to be included in the 2023-2025 Governors Budget. Through this advocacy, POIC + RAHS was included in this biennium's budget to continue this statewide grantmaking program, allowing us to enter year two of our grantmaking program.

Eligible activities include, but are not limited to:

+ Any activities considered violence intervention and prevention.

+ Services addressing substance abuse and alcohol misuse, excluding direct treatment of substance use disorders.

+ Educational attainment.

+ Conflict resolution.

+ Parent education.

+ Employment services, including assistance procuring vital records and official documents.

+ Youth and gang intervention.

+ Housing stability.

+ Street outreach and norm change.

+ And more.

Anticipated outcomes for this funding include, but are not limited to:

+ Increased access to violence intervention and prevention programming in the communities that are served.

+ Increased capacity and peer relationships among grant recipient organizations.

+ Decreased incidents of violence in grantees' community.

+ Decreased recidivism and/or contact with law enforcement among individuals served.

Read HB4045 In Its Entirety Here

Public Safety Village Model

This funding opportunity is a continuation of POIC + RAHS' Public Safety Village model, which was launched during summer 2021 and supported by private and public funding. The grant funding available through this RFP is a statewide expansion of this work and model.

For more than two years, communities across the nation have experienced significantly heightened community violence. In response to violence locally and the disproportionate impact on communities POIC + RAHS prioritizes, POIC + RAHS launched the Public Safety Village. Through the Village, POIC + RAHS activates and supports grassroots, Black-led organizations in Portland that are spearheading violence intervention and prevention initiatives. The Village organizations provide direct services to youth, families, and other community members. Village organizations provide mental health support, conflict resolution, prosocial recreation opportunities, grief/loss support groups, mentorship, and much more.

The Village model fills gaps in local violence intervention & prevention services while also strengthening the coordination, capacity, and resiliency of the direct service providers themselves – individually and collectively. This is achieved through individual and group capacity supports from POIC + RAHS partner, Kelley Nonprofit Consulting, and sector leaders, as well as through peer learning and engagement.

Eligibility to Apply

Grantee Requirements

+ Be classified as a 501(c)3 tax-exempt nonprofit organization or fiscally sponsored by a 501(c)3 tax-exempt non-profit org. (a fiscal sponsor agreement must be in place at time of application) AND/OR be 1 of the 9 federally-recognized tribes in Oregon.

+ Serve at least 1 of the priority populations listed on the next page.

+ Provide services within at least 1 county in the State of Oregon.

+ Have the capacity to submit an interim and final report on this grant's impact.

+ Provide services, or be proposing to provide services, that align with the goals outlined in this RFP.

+ Have the capacity to track and report on program-specific metrics, as applicable.

+ Be willing to participate in a capacity assessment (additional capacity support is available but optional and limited).

+ Have the ability to participate in bi-annual peer learning group opportunities.

Inability to meet these requirements may result in your application being rejected. Please note that there are no minimum or maximum operating budget requirements, though **this opportunity will prioritize organizations with operating budgets under $1 million.**

Priority Populations

+ Communities experiencing heightened violence

+ Communities of color

+ Rural or remote rural communities

+ Incarcerated and formerly incarcerated individuals

+ Immigrants and/or refugees

+ Members of Oregon's nine federally recognized Indian tribes

+ People living on low incomes

+ People living in under-resourced communities and/or communities lacking critical infrastructure

+ Individuals who identify as members of the LGBTQIA+ community

+ People who are homeless/unsheltered

Information Session

This RFP will be translated into Spanish. Applications must be submitted in English.

Two virtual information sessions to answer questions about the RFP will be held via Zoom on **December 18, 2023, at 12pm PST** and **January 10, 2024, at 11am PST**. Attendees must pre-register to attend.

| RFP INFOSESSION 1: | **Register Here** | RFP INFOSESSION 2: | **Register Here** |

An FAQ is available in this RFP under Frequently Asked Questions. All new questions received in the information session or via this link: **https://podio.com/webforms/29191529/2381334**, will be posted at **https://www.portlandoic.org/rfp-grants**. The online FAQ will be updated regularly.

There will also be weekly office hours available to applicants during which applicants can ask questions and discuss their projects. If you would prefer to discuss a project privately, a team member will be available to meet.

Click Here for Office Hours

Grant Awards: Amount Available & Size Per Award

In total, there is $400,000 available through this RFP. Grant requests must be between $25,000 and $100,000. Not all applicants will be awarded, and some may be awarded at an amount lower than their requested amount. It is estimated between 5 and 10 awards will be made through this RFP.

Eligible Expenses

Eligible expenses include, but are not limited to:

+ Personnel
+ Program supplies
+ Travel related to program delivery
+ Professional development
+ Access and outreach including translation

+ Equipment and technology related to program delivery
+ Overhead costs like utilities and rent
+ Administrative expenses (capped at 15%)

The following are **NOT** allowable expenditures under this grant:

+ Capital Purchases: vehicles, real estate, or other items with an individual purchase price of $5,000 or more per item.
+ Campaigning for office or campaigning on behalf of a person who is running for office or who is currently in office.
+ Lobbying efforts.

+ Religious instruction or recruitment.
+ Educational scholarships.
+ Event sponsorships.
+ Any activity or use that falls outside of the scope of work described within this RFP.

Geographic Distribution Of Grant Awards

During the application process, applicants will choose in which geographic region(s) they will be delivering services. One goal of this funding is to increase violence intervention and prevention resources across the state equitably and in relation to need.

Identified geographic regions include (please also see the map below for a visual representations of the regions):

+ Metro (Multnomah, Clackamas, and Washington counties)
+ Mid-Valley & North Coast (Clatsop, Columbia, Tillamook, Yamhill, Marion, Polk, Lincoln, Benton, Linn, and Lane counties)
+ Southern (Coos, Douglas, Curry, Lake, Josephine, Jackson, and Klamath counties)

+ Central & Gorge (Hood River, Sherman, Wasco, Jefferson, Crook, Deschutes, Wheeler, and Gilliam counties)
+ Eastern (Morrow, Umatilla, Union, Wallowa, Grant, Baker, Malheur, and Harney counties)
+ Statewide

+ Serving one or more of the nine federally recognized Oregon Tribes
  - Burns Paiute Tribe
  - Confederated Tribes of the Coos, Lower Umpqua and Siuslaw Indians
  - Confederated Tribes of the Grand Ronde Community of Oregon
  - Confederated Tribes of Siletz Indians
  - Confederated Tribes of the Umatilla Indian Reservation
  - Confederated Tribes of Warm Springs
  - Coquille Indian Tribe
  - Cow Creek Band of Umpqua Tribe of Indians
  - Klamath Tribes

Your organization may propose to serve one or more of the above regions.

Legend: Metro · Mid-Valley & North Coast · Southern · Central & Gorge · Eastern
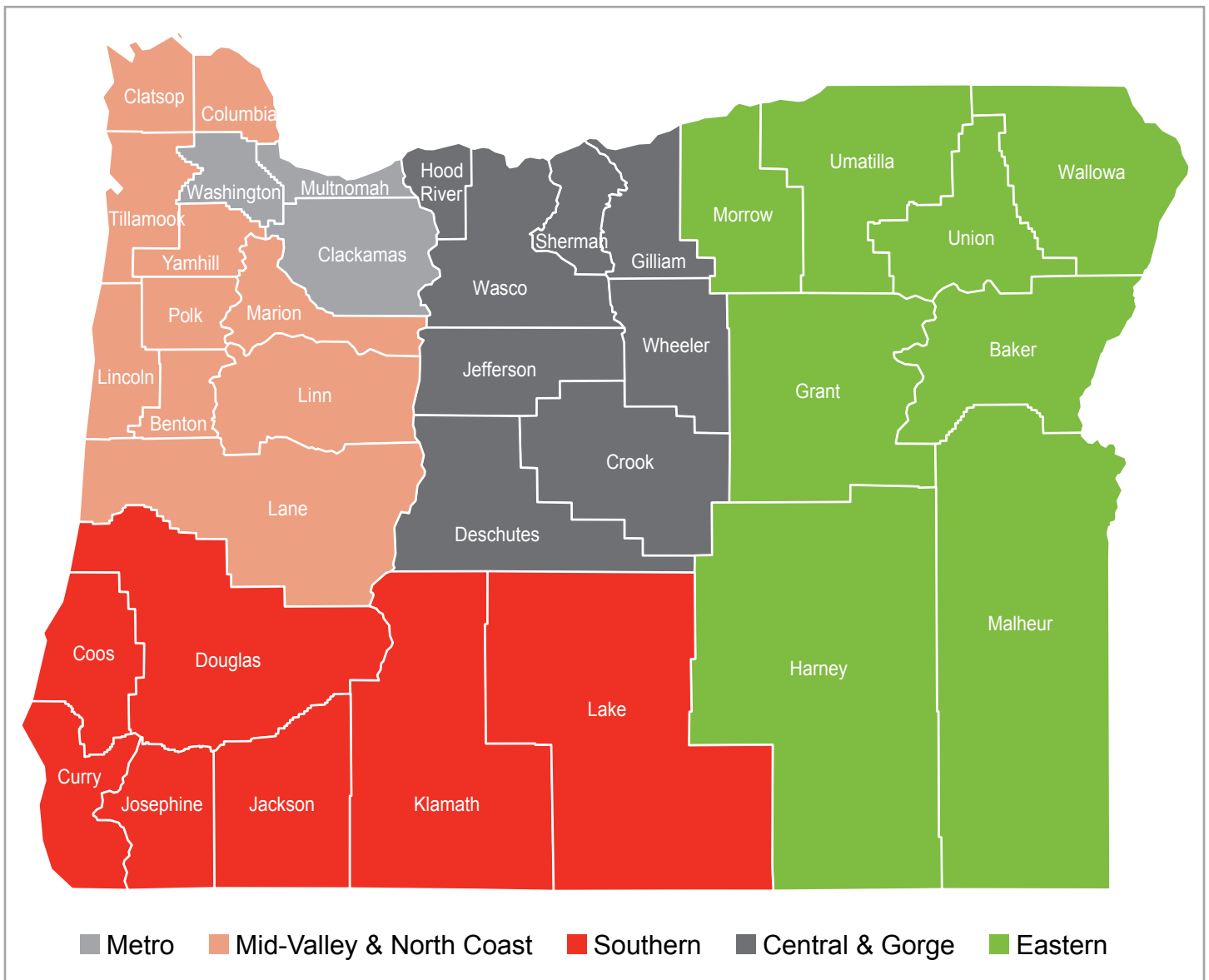
Ongoing Capacity Building Supports For Grantees

POIC + RAHS, in partnership with Kelley Nonprofit Consulting, will also provide grantees with optional one-on-one support to help them build capacity and ensure sustainability. Kelley Nonprofit Consulting has spearheaded and supported several other iterations of this "cash + capacity" model across the state.

In March, individual grantee capacity assessments will occur. As part of this, Kelley Nonprofit Consulting will meet with each grantee to learn self-identified areas for requested capacity building support and create a customized plan for each grantee. Grantees opting to participate in this support will receive these no-cost services throughout the grant period. Each grantee will have a pre-determined number of hours to use towards capacity building supports in addition to their funding award. All grantees will be required to participate in bi-annual peer learning (starting March 1) and topic-based support meetings. More information about this process will be shared with grantees in January.

Introduction to Kelley Nonprofit Consulting

Kelley NPC Website

After working in-house at several nonprofits, Kristin Monahan formed Kelley Nonprofit Consulting (Kelley NPC) in 2006, offering a full suite of services to help clients in the philanthropic, community nonprofit, and government sectors dream and achieve big, bold visions.

From helping nonprofits grow, diversify and manage earned and unearned revenue, to launching creative nonprofit partnerships to bring federal and state resources to Oregon's rural communities; and from helping larger philanthropic clients implement new strategic funding opportunities, to providing much-needed capacity as smaller family foundations explore a new approach or field; Kelley NPC serves as an amplifier and translator of sorts – helping resource providers and resource seekers align their efforts for the greatest good.

Just a few recent highlights include: serving as Project Manager of the Community Rebuilding Fund, guiding and implementing all aspects of the Fund's distribution of nearly $13 million in pooled funds with Oregon Community Foundation, The Ford Family Foundation, Meyer Memorial Trust and the American Red Cross at its helm. From

working with survivors to set the strategy and ensure all could access these funds, to maximizing the impact of state and federal funding while uplifting the values of each diverse philanthropic partner, Kelley NPC continues to reshape disaster philanthropy in Oregon.

Another highlight is Kelley NPC's work with Business Oregon's Rural Opportunities Initiative. Kelley NPC provides strategy and capacity support internally, while working with each of the program's grantees to build their capacity in areas of funding, impact evaluation, financial management, board development, capital projects and much more. This "cash + capacity" model Kelley NPC coined has been replicated through several other nonprofit, philanthropic, and government sector clients.

Taking a servant leadership style approach, Kelley NPC's statewide team is happiest working behind the scenes ensuring the spotlight is on the work of clients and the communities they serve. Kelley NPC has been working in partnership with POIC + RAHS since 2016 and helped launch and grow the Public Safety Village model.

Proposal Review Process

The review committee will consist of Subject Matter Experts in violence intervention & prevention work, POIC + RAHS leadership & key program partners, and staff members from the Oregon Health Authority.

All reviewers will be asked to disclose conflicts of interest. Reviewer assignments will ensure that no reviewers review proposals from programs or organizations in which they serve as a staff member, board member, volunteer, or contractor. All reviewers will use the same scoring rubric.

Proposal Review Criteria & Scoring Matrix

Applications meeting the requirements outlined in the eligibility section will be evaluated by an Evaluation Committee. Answers to each question will be scored using the following criteria:

EXCELLENT	+ Response meets all requirements specified in the directions. + Response provides all required information in a thorough manner and uses specific examples. + Response demonstrates the Applicant has a complete understanding of the requirements addressed by the question. + Response demonstrates that the Applicant possesses capacity, expertise, and/or strengths to meet or exceed expectations addressed in question.
ADEQUATE	+ Response meets most requirements specified in the directions. + Response provides most required information. + Response demonstrates the Applicant understands the requirements addressed by the question. + Response demonstrates the Applicant possesses sufficient capacity, expertise, and/or strengths to meet the expectations addressed in the question.
INCOMPLETE	+ Response meets some requirements specified in the directions. + Response provides some required information. + Response demonstrates the Applicant has some understanding of the requirements addressed by the question. + Response demonstrates that the Applicant possesses some capacity, expertise, and/or strengths to meet expectations as addressed in the question.
INADEQUATE	+ Response does not meet the requirements specified in the directions. + Response provides little or no required information. + Response demonstrates the Applicant has limited or no understanding of the requirements addressed by the question. + Response does not demonstrate that the Applicant possesses the capacity, expertise, or strengths to meet program expectations as addressed in the question.
NON-ANSWER	+ Placeholder text/random keystrokes (text cannot be discerned as a response to the question). + No response/answer field left blank.

Weighted scoring by question is as follows:

APPLICATION QUESTION	POINTS AVAILABLE
Organization Name	Required, not scored
Year Organization was Founded	Required, not scored
Contact Name & Title	Required, not scored
Contact Email Address	Required, not scored
Contact Phone Number	Required, not scored
Organization Address where check can be mailed	Required, not scored
Organization Tax ID Number	Required, not scored
What is your total current year operating budget?	Organizations with budgets under $1 million will receive 5 points. Organizations with budgets over $1 million will receive 0 points.
How many FTE does your organization employ?	Required, not scored
Are you requesting funding for an existing or new program or project?	Required, not scored
What is your request amount?	Not scored, though amount must be between $25,000 and $100,000.
What is your organization's geographic service area (please choose all that apply)?	Not scored, though applications serving geographic areas outside of the Metro area and/or one of Oregon's nine Tribes will receive an additional 2 points.
Which priority populations does this project serve (please choose all that apply)?	10 points
Program or Project Title In 10 words or less, please provide a brief title we can use to reference your application during our review process.	Required, not scored
Project or Program Summary Please provide a three to four sentence summary of your project or program.	Required, not scored

Organizational Overview Describe your mission and organization, including major programs and initiatives, recent accomplishments, and anything else you would like to share about your history or programmatic capacity. 200 word maximum	10 points
The Need Describe the problem, challenge, or need in your community or service area that your program or project addresses. 200 word maximum	10 points
Detailed Program or Project Description Describe your proposed program or project in detail. As applicable, please include a list of activities and how they align with the scope outlined in the RFP, a description of the community or population to be served, the program or project's history, a timeline, project partners, and anything else you would like us to know. 500 word maximum	20 points
Evaluation, Goals, & Outcomes Please describe how you will measure the success of your program – what are its goals and anticipated outcomes and outputs. Provide data on the number of individuals to be served annually and the impact of your programming on those served. 200 word maximum	10 points
Budget Narrative Please provide additional detail on how funding will be used. 100 word maximum	5 points
Capacity Needs What capacity supports do you need and/or hope to grow through participation in this opportunity?	Required, not scored
(Optional) Please use the space below to share any additional information you did not have space for above, or to provide feedback to help us improve our application process. 100 word maximum	Not required, not scored
Total available points	**65**

Reporting Requirements

Successful applicants will be required to submit an interim and final report that details program progress and performance. Reports will include:

+ A brief Narrative Report will include a description of activities, challenges, successes, progress, feedback for grant management, and anything else grantee would like to share.

+ Data Report includes:

  – Number served.

  – Demographics of those served including age, race, ethnicity, and gender.

  – Number and type of services provided.

  – Quotes and/or testimonials from the work.

+ Expenditure Report summarizes the Project's expenses. Programs will be required to report on all expenses, including any dollars spent on subcontractors.

Application Questions

In addition to answering the below questions, you will be required to attach the following documents:

+ A general operating budget for the current fiscal year.

+ End of year financial statements from the most recent fiscal year and/or your organization's most recent audit statement.

+ A program or project budget (please use the provided template).

+ A fiscal sponsor agreement, if applicable.

+ (Optional) Up to two pages of additional attachments that are essential to helping reviewers better understand your organization and project. This could include a theory of change, images, stories or testimonials, a previous annual report, etc. Please DO NOT attach additional narrative information.

Organization Name	
Year Organization Was Founded	
Contact Name & Title	
Contact Email Address	
Contact Phone Number	
Organization Address Where Check Can Be Mailed	
Organization Tax ID Number	

1. **What is your total current year operating budget?**

2. **How many FTE does your organization employ?**

3. **Are you requesting funding for an existing or new program or project?**

4. **What is your request amount?**

5. **What is your organization's geographic service area (please choose all that apply)?**

+ Metro (Multnomah, Clackamas, and Washington counties)

+ Mid-Valley & North Coast (Clatsop, Columbia, Tillamook, Yamhill, Marion, Polk, Lincoln, Benton, Linn, and Lane counties)

+ Southern (Coos, Douglas, Curry, Lake, Josephine, Jackson, and Klamath counties)

+ Central & Gorge (Hood River, Sherman, Wasco, Jefferson, Crook, Deschutes, Wheeler, and Gilliam counties)

+ Eastern (Morrow, Umatilla, Union, Wallowa, Grant, Baker, Malheur, and Harney counties)

+ Statewide

6. **Which priority populations does this project serve (please choose all that apply)?**

+ Communities experiencing heightened violence

+ Communities of color

+ Rural and frontier communities

+ Incarcerated and formerly incarcerated individuals

+ Immigrants and/or Refugees

+ Members of Oregon's nine federally recognized Indian tribes

+ People living on low incomes

+ People living in under-resourced communities and/or communities lacking critical infrastructure

+ Individuals who identify as members of the LGBTQIA+ community

+ People who are homeless/unsheltered

+ Serving one or more of the nine Oregon Tribes

  – Burns Paiute Tribe

  – Confederated Tribes of the Coos, Lower Umpqua and Siuslaw Indians

  – Confederated Tribes of the Grand Ronde Community of Oregon

  – Confederated Tribes of Siletz Indians

  – Confederated Tribes of the Umatilla Indian Reservation

  – Confederated Tribes of Warm Springs

  – Coquille Indian Tribe

  – Cow Creek Band of Umpqua Tribe of Indians

  – Klamath Tribes

7. **Program or Project Title**

In 10 words or less, please provide a brief title we can use to reference your application during our review process.

8. **Project or Program Summary**

Please provide a three to four sentence summary of your project or program.

9. Organizational Overview

Describe your mission and organization, including major programs and initiatives, recent accomplishments, and anything else you would like to share about your history or programmatic capacity. 200 word maximum

10. The Need

Describe the problem, challenge, or need in your community or service area that your program or project addresses. 200 word maximum

11. Detailed Program or Project Description

Describe your proposed program or project in detail. As applicable, please include a list of activities and how they align with the scope outlined in the RFP, a description of the community or population to be served, the program or project's history, a timeline, project partners, and anything else you would like us to know. 500 word maximum

12. Evaluation, Goals, & Outcomes

Please describe how you will measure the success of your program – what are its goals and anticipated outcomes and outputs. Provide data on the number of individuals to be served annually and the impact of your programming on those served. 200 word maximum

13. Budget Narrative

Please provide additional detail on how funding will be used. 100 word maximum

14. Capacity Needs

What capacity supports do you need and/or hope to grow through participation in this opportunity?

15. (Optional) Please use the space below to share any additional information you did not have space for above, or to provide feedback to help us improve our application process. 100 word maximum

To Apply:

Please submit your application here: (**Apply Here**)

Applicants are solely responsible for ensuring their application is received. POIC + RAHS is not responsible for any delays by transmission errors, other delays, or mistaken delivery. Be sure to allow time for resubmission before closing if needed. Applications submitted by any means outside of what is listed above may be rejected.

Please contact **kmonahan@portlandoic.org** with any questions.

Frequently Asked Questions (FAQ)

Please submit additional questions here: **https://podio.com/webforms/29191529/2381334**

1. When are applications due?

Applications are due by January 31, 2024 @ 11:59pm.

2. Can I submit more than one request?

Yes. Submitting multiple applications does not hinder or help your chances of receiving funding. For each request, you must submit a separate application and budget.

3. How do I submit multiple applications?

Please use a separate Application Form for each request.

4. How do I submit my application(s)?

Please submit your application through the following link: **https://podio.com/web-forms/29197640/2382249**

5. How do I know if my application has been received?

All submitted applications will be acknowledged by email. If you do not receive acknowledgment via email within 2 business days, please call 641-485-1786.

6. How much should I ask for? Should I ask for the maximum allowable?

Funding requests should fall between $25,000 and $100,000.

7. How will our applications be reviewed and evaluated?

All applications will be reviewed by a review committee of Subject Matter Experts, POIC + RAHS leadership, and individuals from Oregon Health Authority.

8. By when would we receive notice if one or more of our applications are funded?

Grants will be announced (tentatively) on February 29, 2024.

9. By when would we receive payment if one or more of our applications are funded?

The first 90% of your award will be paid in March 2024, assuming all necessary information is submitted to POIC + RAHS, including a signed grant agreement. The final 10% will be received once your final report is submitted and accepted.

10. By when would we need to exhaust our funding award/by when would we need to have spent all the money granted?

Funding must be expended by June 30, 2025.

11. What reporting will be required?

Grantees will be required to complete an interim report due October 31, 2024, and a final report by June 30, 2025.

12. Do you anticipate most applicants will have one or more of their requests granted?

Funding every request is unlikely. A request to submit an application does not guarantee funding. Thank you for understanding.

13. What if I do not have a grant writer or someone who knows how to write grants?

No problem! A grant writer or someone with grant or fundraising experience is not needed to complete this application. This is a short and accessible application. However, if you would like to connect with someone prior to applying, please reach out via **kmonahan@portlandoic.org** and someone will be available to discuss an application idea or provide feedback. We are unable to review applications prior to submission. We will also offer regular office hours. The registration for these can be found on **https://www.portlandoic.org/rfp-grants**.

14. The space provided in the application is not enough to share all the details of our request. How can I share more information?

We understand that sometimes having limited space to share information about a project is harder than having no length constraints! Thank you for staying within these constraints. If additional information is needed, we will contact you with specific questions.

15. Are capital requests allowed? Are salaries allowed? Is overhead/admin allowed?

Capital requests are not allowed. Salaries and overhead/administrative expenses are allowed.

16. Do I have to be a 501(c)(3) nonprofit or have a fiscal sponsor to apply?

Yes. Tribal entities are also eligible to apply.

17. Can we include partners in our proposal that are not 501(c)(3) organizations?

Yes, please detail the role and share of each subgrantee.

18. If I use a fiscal sponsor what additional steps will I need to take?

You will need to submit your fiscal sponsorship agreement at the time of application. This is generally a letter, MOU, or contract that outlines the terms of your agreement with your fiscal sponsor and confirms their knowledge of you as a fiscal sponsee.

19. Are there any budget size requirements or limitations?

No. However, funding will prioritize organizations with operating budgets under $1 million by awarding them an extra five points during the review process.