



2010 Request for Applications

Nonprofit Capacity-Building in the Merrimack Valley

The Jericho Road Project and Jericho Road Lawrence in a strategic partnership with the Essex County Community Foundation (ECCF) are pleased to announce that we are now accepting applications from faith-based and community organizations for the *Nonprofit Capacity-Building in Merrimack Valley* program. Organizations that are selected for the program will receive:

- Customized organizational capacity assessment and organizational improvement plan;
- Specialized training;
- One-on-one consulting services; and,
- An opportunity to apply for capacity-building grants ranging from \$1,000-\$7,000 per organizations to build leadership, organizational, programmatic, revenue generating, or community engagement capacity.

All services under this program will be free of charge to participating community-based and faith-based organizations.

Eligible Organizations

- All charitable, non-governmental, nonprofit, faith-based and community organizations (501(c)3 status not required);
- Must be working within Lowell or Lawrence MA providing, or having the intent to provide, direct and/or indirect service to:
 - at-risk youth;
 - the homeless;
 - re-entering prisoners;
 - low-income individuals seeking greater access to State and Federal benefits and tax credits;
 - low-income individuals seeking to secure and retain employment, earn higher wages, and obtain better-quality jobs;
 - low-income individuals and families in need of financial education, credit counseling, and access to individual development accounts and other asset building strategies;
 - elders in need; and,
 - families in transition from welfare to work;
- May not be a previous recipient of a Compassion Capital Fund program grant;
- Priority will be given to those who have annual budgets of \$500,000 or less and have not received federal funding in the past; and,
- Must attend a mandatory orientation workshop

All organizations that apply – whether selected as grantees or not – will receive access to training workshops tailored to nonprofit professionals and volunteers and may be eligible to receive one-on-one consulting through Jericho Road’s other programs.

Application Assistance Available

Applicants are required to attend a mandatory pre-application workshop.

The workshop will include an overview of nonprofit capacity-building, an orientation to the capacity-building program, and information about the application and selection process. There will be an opportunity for participants to ask questions.

Please email please email jdelibertis@jerichoroadproject.org to reserve a space:

Date	Time	Location
Friday, April 16, 2010	12-1:30 pm	122 Western Avenue, Lowell MA (driving directions and parking info will be emailed to those who register)

Selection Criteria and Process

Participants in the program will NOT be pre-selected, but will be chosen through a fair, open, and competitive process. There will be two selection processes employed: the first to select up to 30 organizations to receive training and technical assistance and the second to select up to 15 organizations from the 30 participating organizations to receive capacity-building grants through a subaward process.

Selection committee

Program staff will review all applications for completeness and eligibility and will pre-screen applications for relevance to criteria. Program staff will then submit the eligible applications to the volunteer Review Committees. These committees will be comprised of disinterested, trained, volunteer proposal reviewers who will apply the criteria and score all eligible applications. The selection committees for both participation in program activities and subawards will be comprised of individuals from the community. The committee will not include any employees or board members of any of the three partners on this program: Jericho Road Project, Jericho Road Lowell, and Essex County Community Foundation nor will it include contractors, training providers, or entities providing in-kind or cost share for this grant.

Selection process

Reviewers will be evaluating applications on four broad areas:

- Organization’s mission and programs
- Fit with priority areas for this program
- Readiness for capacity-building
- Overall merit of the application

The application is available online at http://www.surveymonkey.com/s/ncbmv_app

	Mission and programs	Fit with priority areas	Readiness for capacity-building	Overall merit of the application	Total Points
Relevant questions on application	3,5	4, 7, 11, 12	8-10, 13-17 signatures	All	
POINTS	10	6	40	10	66

Applications are due Thursday, April 22, 2010 by 4:00 PM. Applicants are strongly advised to attend the orientation workshop (see above) *before* completing the application.

The committee will rank applicants based on scores on the application. Out of the application pool, the top 10 scoring CBO/FBOs in Lowell, the top 10 scoring CBO/FBOs in Lawrence and the remaining top 10 scoring applications of the applicant pool will be selected to participate in the program.

Subaward selection process

The subaward selection process will be managed by the Essex County Community Foundation and will be open to all 30 participating CBOs/FBOs who have, as of the time of the subaward application deadline, met all requirements of the program (e.g. completed an organizational capacity assessment). Information on selection criteria will be included in the RFP for subawards. Program staff who are involved in the delivery of TA and training will NOT sit on the subaward review committee.

Please contact Jericho Road Lowell Program Director Jodi DeLibertis at jdelibertis@jerichoroadproject.org or 978-761-4506 with questions.

This program is made possible through the financial support of the Compassion Capital Fund (CCF) Demonstration Program, which is administered by the Administration for Children and Families (ACF) of the U.S. Department of Health and Human Services (DHHS). See <http://www.acf.hhs.gov/programs/ccf/> for more information about the Compassion Capital Fund.