



Request for Proposal

General Operating Support Grant

Issued by: Solano Community Foundation (SCF)

SCF Contact: Valerie Rogers, Grants & Programs Manager

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- I. Introduction & Background. Solano Community Foundation is accepting proposals in response to this Request for Proposal (this “RFP”) in order to provide general unrestricted operating support funding to qualified 501(c)(3) nonprofit organizations.
 - A. **Funding Goal.** The purpose of this RFP is to award \$50,000 in grants (up to a max amount of \$7,500 each), to six or more nonprofits serving Solano County residents.
 - B. **Funding Scope.** This is a competitive request process and submitting an application does not guarantee funding will be awarded, either in part or for the full amount requested. Specific criteria will form the basis of our award decision; see the *Proposal Evaluation Factors* section below for this RFP.

- II. Eligibility & Submission Guidelines. The following eligibility, guidelines and requirements apply to this RFP:
 - A. Only qualified 501(c)(3) Nonprofit Organizations serving Solano County residents are eligible for funding consideration in response to this RFP.
 - B. Applicant organizations must be a 2019 Nonprofit Partnership Program (NPP) member in good standing.
 - C. Only one proposal from an eligible organization will be accepted.
 - D. For the purpose of this RFP, only organizations whose mission and focus concentrate on developing or delivering solutions to the crisis of homelessness, domestic violence and/or economic inequality are eligible to submit a proposal.
 - E. Proposals are due ***on or before noon on Friday, September 6, 2019.*** Proposals received after this date (and time) will not be considered.
 - F. Applicants may submit their complete proposal package (application form, budget, and cover letter) to the SCF contact shown above via email, by regular mail, or hand-deliver their package to the SCF office.
 - G. Application Form is required – the RFP and form are available to view and download from the NPP Program page on the SCF website.

III. RFP Project Timeline.

- RFP Issuance: July 10, 2019
- RFP Deadline: September 6, 2019
- SCF Grants Committee Meeting: September 12, 2019
- SCF Board Meeting: September 24, 2019
- Notification to all applicants: September 25, 2019
- Grant Awards sent out: October 1, 2019

IV. Proposal Evaluation Factors. SCF is committed to fairly evaluating all proposals received. Using a rating matrix, each request will be reviewed and scored by the Foundation Grants Committee to determine whether the proposal aligns with SCF funding goals and objectives. SCF will rate proposals based on the following factors, with organization mission and focus being the most important factor.

- A. Organization mission and focus must concentrate on developing or delivering solutions to the crisis of homelessness, domestic violence and or economic inequality.
- B. Responsiveness to and completeness of information and data requested in this RFP.
- C. Relevant past SCF funding received, performance outcomes, and report submission.
- D. Level of experience and ‘track record of successes’ for leadership and key staff.
- E. Organizations that are strong, well led, and continually improving while paying attention to results achieved are desired applicants.

V. Reporting Requirements & Publicity

- A. Submission of a written SCF Grantee Final Report is required of all grant recipients. Failure to submit a required final report may render the applicant ineligible to receive future NPP awards.
- B. The report is due no later than one year from the date of the award letter or when grant monies have been spent, whichever is sooner.
- C. Acceptance of an NPP General Operating Support grant implies consent for SCF’s use of award results and report information in media coverage.
- D. SCF asks that funding support appear in grantee publicity releases and in marketing materials, presentations, etc.