



United Way of the Battle Creek
and Kalamazoo Region
changethestory.org



Help Now! Fund Request for Community Proposals

Guidelines for Proposals

Help Now! Short Term Community Capacity Requests: Proposals will be accepted from nonprofit organizations and public entities providing services to communities and/or victims impacted by the events of February 20, 2016.

Short Term Community Capacity Priorities

- Community counseling, healing and safety services that address the aftermath of violence
- Community gatherings and anti-violence education events and activities

Help Now! Long Term Community Solutions Requests: Proposals will be accepted from community groups, nonprofit organizations, and public entities providing activities directed towards reducing community violence and/or increasing community planning and preparedness. We encourage collaborative proposals and intend to bring applicants and the community together to foster stronger, more lasting solutions.

Long Term Community Solutions Priorities

- Citizen safety planning and violence preparedness efforts
- Other activities directed toward reducing community violence

The Help Now! Fund is intended for one time community proposal requests. Applicants may be guided to other funding processes or sources if appropriate.

Submission and Review Timeframes

Help Now! Short Term Agency Capacity Requests: Ongoing submission and bi-weekly review by Help Now! Advisory Board (made up of representatives from Battle Creek Community Foundation, Kalamazoo Community Foundation, United Way of the Battle Creek and Kalamazoo Region, and community representatives). Questions from the Advisory Board may be communicated to designated contact any time after submission.

Funding decisions will be communicated no later than 3-4 weeks after date of submission.

Short Term Community Capacity Proposals will be accepted until May 31, 2016.

Help Now! Long Term Community Solutions Requests: Ongoing submission and monthly review by expanded Help Now! Advisory Board (made up of local funders, social services, law enforcement, and other community representatives). Questions from the Advisory Board may be communicated to designated contact any time after submission.

Funding decisions will be communicated 4-6 weeks after review begins.

Long Term Community Solutions Proposals will be accepted until August 31, 2016.

Note: Prior to August 31, 2016 the Help Now! Fund will convene at least two regional meetings designed to create space for community informed, collaborative solutions.



United Way of the Battle Creek
and Kalamazoo Region
changethestory.org



Completing & Submitting a Proposal

1. Complete the Help Now! Community Proposal Form
2. Submit form and any supporting documents or direct any questions to:
 - a. Matt Lynn, Director of Community Impact
 - i. mlynn@wbckr.org OR 269-441-1718 office 269-209-4044 cell
 - b. The below locations (please clearly label as Help Now! Fund Application)
 - i. The Battle Creek Community Foundation
32 W. Michigan, Ste. 1 Battle Creek, MI 49017
 - ii. United Way of the Battle Creek & Kalamazoo Region
709 S. Westnedge Ave Kalamazoo, MI 49007 or
34 W. Jackson St, Ste. 4B Battle Creek, MI 49017
 - iii. Kalamazoo Community Foundation
402 E. Michigan Ave Kalamazoo, MI 49007
3. The maximum length for the Help Now! Community Proposal Form is **four pages; excluding the instruction pages.**

Follow-Up

Grantees must submit a follow-up report within 60 days of funding end date.



United Way of the Battle Creek and Kalamazoo Region
changethestory.org



Help Now!
Community Proposal Form

Date of application _____

Legal name of organization applying _____

Address _____

City/State/Zip _____

Telephone number _____ Fax number _____

Executive Director _____

Contact person _____ Telephone number _____

Email address _____

Project Name _____ County(s) Served _____

Project Start & End Date(s) _____

Amount requested _____ Total project cost _____

1. Describe the proposed project, including need or opportunity, target population, project goals, objectives, estimates of the volume of anticipated work (ex. number of people served, number of events/classes offered, etc.), and expected benefit to participants. For Long Term Community Solutions projects, please also include planned outcomes and how they will be measured.



United Way of the Battle Creek
and Kalamazoo Region
changethestory.org



2. Describe how the proposed project will directly meet community capacity priorities related to the events of February 20, 2016 OR address proactive solutions to community violence.

3. Please describe the project planning that has occurred or is scheduled to occur (such as research, best practice identification, community conversations, stakeholder meetings, etc.). Please include any relevant supporting documents with your submission.

4. Please describe any collaborative elements within the project and list any partner organizations and their roles.



United Way of the Battle Creek
and Kalamazoo Region
changethehistory.org



5. Total Project Expenses (including in-kind goods/services) Time Period _____

	Expense	Explanation
Personnel		
Consultants		
Travel		
Equipment		
Operating Expenses		
Evaluation		
Marketing/Printing		
Other—specify		
TOTAL*		

6. Total Project Revenue (including in-kind support)

<u>Source</u>	<u>Amount</u>	<u>Status*</u> (Planned, Requested, Confirmed)	<u>Date</u>
TOTAL*			

*Total Project Expense figure and Total Project Revenue figure should match

Applicant Signature: _____ Date: _____