

Leadership Franklin County Community Program 2018 – 2019 Community Service Project Request for Projects

History:

Formed in 1986, Leadership Franklin County (LFC) is a program of the Greater Chambersburg Chamber Foundation with a mission of developing well-informed and motivated leaders in Franklin County, who are willing and capable of working together for the betterment of Franklin County.

One program component requires that students work in teams to complete a Community Service Project. This assignment provides an opportunity for students to learn about group dynamics, build relationships, learn about themselves, and offer possible solutions to community issues. Past LFC Community Service Projects include Community Action Network Services Guide, IceFest Dunk Tank, Diversity in Youth, Downtown Beautification Projects, Recycling Awareness Day, Scholarships Database, and more!

RFP Guidelines

- RFP is open to any non-profit, educational, or governmental organization in Franklin County
- Applicants must submit a typed RFP by July 20st, 2018 to: Greater Chambersburg Chamber Foundation
Robin Harmon, Executive Director
100 Lincoln Way East, Ste. A, Chambersburg, PA 17201
rharon@chambersburg.org , 717-264-7101
- The RFP must be formally approved by the applying organization's Board of Directors or Steering/Guiding Committee as appropriate.
- Proposed project may not include soliciting donations, including soliciting sponsorships, prizes, etc.
- The project has definable goals with metricable outcomes, achievable within LFC cycle (October – May) and averaging approximately 12-15 total person hours per month (3-4 hours per student)
- RFPs must identify a single point of contact within your organization responsible for coordination of project
- RFPs will be reviewed by the LFC Steering Committee to ensure proper scope and alignment with LFC objectives:
 - Participation in a project addressing an identified community need
 - Experience teamwork, group dynamics, and personal leadership through service
 - Planning and implanting a project which is personally and professionally challenging
- RFPs accepted by the LFC Steering Committee will be required make a 10-minute presentation outlining their RFPs to the LFC teams on Sept 15th, 2018. Teams will choose a RFP from those presented.

Important Dates:

July 20, 2018

August 3, 2018

September 15, 2018

September 10, 2018

May 9, 2019

All applications due

Organizations notified if Project RFP will be forwarded on to students

Organizations make 10-minute presentation to incoming class at Manito, Inc.

Organizations notified if Project RFP selected by an LFC Team

Graduation Ceremony

*Although the LFC team attempts to achieve your project's specific goals and desired outcomes, certain challenges associated with this type of learning experience may mean all goals are not always achieved. LFC places great value on the process, lessons learned and skills developed during the project.

**2018 – 2019 Community Service Project
Request for Proposal
Application**

Organizational Profile:

Organization: _____ Primary Contact: _____

Address: _____

Phone: _____ E-mail: _____

Attach narrative responses to the following (no more than 3 pages)

1. Organization Overview – Provide a general organizational overview, including:

- History
- Mission statement
- Key programs and services
- Summary of organizational strategic plan

2. Scope of Project – Outline the vision and expectations that your organization has for this project. Include the following:

- Title
- Project summary (100 words or less)
- Specific goals and desired outcomes
- How will outcome be measured?
- Estimate of total hours needed for project completion
- General timeline for project, keeping within 6 month (October – May) timeframe
- Deadlines or impending events
- Project budget and source of funding

3. Community Benefit – Identify the community need and how the project will fulfill that need