

Valley United Way
"Health and Wellbeing"
Request for Proposal
2019-2020



Collaborative Profile

Please type all responses. All information is required.

Section 1

Collaborative Name _____

Name of Lead Agency _____

Name of Lead Agency Staff Member _____

Applicant Organizations _____

Lead Agency Address (Main Office) _____

Primary Contact from Lead Agency

Agency _____ Title _____

Section 2

Stated Purpose of Collaboration: _____

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Type of Organization (check the **ONE** that best describes each organization’s type)

- | | | |
|---|---|--|
| <input type="checkbox"/> Not for Profit | <input type="checkbox"/> Government City | <input type="checkbox"/> Government County |
| <input type="checkbox"/> Government State | <input type="checkbox"/> Government Federal | <input type="checkbox"/> Support |
| <input type="checkbox"/> Faith Based | <input type="checkbox"/> Other(describe) | |

Issue(s) to Be Addressed:

Partnerships & Collaborations Documentation

Applicants are encouraged to develop collaborative proposals that build synergy between multiple agency and community partners. Such Collaborating Organizations below. Collaboration is shared decision-making, shared resources and shared accountability among participating organizations and groups. It does not include organizations or groups which the agency has cooperative working relationships or referral relationships only. It is the ongoing, collaborative effort that directly relates to the project’s outcomes. Examples of collaborations include financial, operational, structural, facility sharing, etc.

Is this application a collaborative proposal? Yes No

If “Yes”, please complete the information Below

Signature of Lead Organization Executive Date

Print Name Organization & Title

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List Partners/Collaborators and Contacts (Below)

Name of Collaborating Organization	Contact Name & Title	Telephone
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Name of Collaborating Organization	Contact Name & Title	Telephone
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Name of Collaborating Organization	Contact Name & Title	Telephone
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Name of Collaborating Organization	Contact Name & Title	Telephone
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General Initiative Proposal

Initiative Description

Please describe the design of the initiative.

1. Collaboration (25 percent) The proposal involves more than one area organization involved in community service non-profit sector working together in an ongoing way to deliver the expected results. The partners must demonstrate a willingness and ability to share resources and to work with VUW to achieve mutual goals. Positive consideration will be given to organizations that have not collaborated in the past and VUW can provide some assistance in developing the collaboration.

[Empty rectangular box for initiative description]

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2. Financial Sustainability (20 percent) The proposal clearly demonstrates sound financial management and stewardship of resources. Additional sources of funding to begin sustaining programs over the near and longer-term must be included and credible. Funding for capital projects is not included in consideration and if required, must be obtained elsewhere.

A large, empty rectangular box with a thin black border, intended for the proposal response.

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3. Desired Impact / Experience & Strategy (25 percent) The proposal needs to specify outcomes and results that are realistic and related to the strategic goals and objectives of VUW. In considering those the process will place emphasis on most current community assessments. It is important that results are achievable in both the near-and-long term. Proposals may build on existing initiatives or be entirely new ones. Please describe your strategy to address the specific proposed area of need. Please state your organization’s experience in providing similar services. State how this proposed project is consistent with the mission and strategic goals of the organization and cite research and/or evidence-based practices that support the proposed strategies to achieve chosen outcome. (Outcome logic model to be complete also)

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4. Accountability (10 percent) Proposals will indicate the individual or individuals who are responsible for the initiative, provide contact information on that individual or individuals and indicate how progress and issues will be reported to VUW. This is particularly important in the case of initiatives involving collaboration between or among organizations.

[Empty response box]

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5. Credibility (20 percent) The resources required and time frames necessary to have the expected impact and deliver the necessary outcomes must be reasonable and attainable. Partners in the collaboration should have proven expertise in the area of service or plan to acquire the necessary expertise. Prior successful collaboration with VUW a plus.

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6. Site Visit A site visit provides the opportunity for volunteer reviewers to witness the consistency of what is contained in the narrative of the proposal for the initiative program and the actual services, staffing and facilities involved in the proposal. Among other criteria, the following will be taken into consideration during the site visit:

Facility

Staffing

Evidence of Collaboration

Evidence Population Served (Diversity)

Visual Evidence of United Way Partnership

7. Proposed Initiative Budget

Please Complete Supplied Budget Template

Forms Must Be Completed and Received Before 12:00 Noon. March__ , 2019.

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Proposed Budget

Revenues must equal expenses. If budget does not balance, please include an explanation.

Applicant Organization(s) _____

Program/Initiative _____

Requested \$ _____

	Revenues	Current (If Applicable)		2019-2020 (Projected)	
1	UW of		#DIV/0!		#DIV/0!
2	Government Contracts & Grants		#DIV/0!		#DIV/0!
3	Foundations & Private Grants		#DIV/0!		#DIV/0!
4	Fundraising		#DIV/0!		#DIV/0!
5	Program Fees & Client Payment		#DIV/0!		#DIV/0!
6	Other Revenue (Please Identify Source)				
7			#DIV/0!		#DIV/0!
8			#DIV/0!		#DIV/0!
9			#DIV/0!		#DIV/0!
10			#DIV/0!		#DIV/0!
	Total Revenues	\$ -	#DIV/0!	\$ -	#DIV/0!
	Expenses	Current (If Applicable)		2019-2020	
1	Salaries, Benefits & Taxes		#DIV/0!		#DIV/0!
2	Program Supplies & Equipment		#DIV/0!		#DIV/0!
3	Staff Training		#DIV/0!		#DIV/0!
4	Assistance to Individuals		#DIV/0!		#DIV/0!
5	Miscellaneous Expenses (Please Identify)		#DIV/0!		#DIV/0!
	Total Expense	\$			
	Total Expenses	\$ -	#DIV/0!	\$ -	#DIV/0!

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Budget Narrative: Please elaborate on existing revenues/expenses and/or describe other anticipated revenues/expenses.

1 United Way of
2 Government Contracts & Grants (List specific sources of funding)
3 Foundations & Private Grants
4 Fundraising
5 Program Fees & Client Payments
Other Revenue
6
7
8
9
10

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Expenses:

1 Salaries, Benefits & Taxes (List all positions and indicate full or part-time status)
2 Program Supplies & Equipment
3 Staff Training
4 Assistance to Individuals
5 Miscellaneous Expenses

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**Targeted Population
 (Ages, Gender, etc.)**

PROGRAM DEMOGRAPHICS ONLY

PROGRAM DEOGRAPHICS - AGE	100	0-3 YEARS		
	200	4-5 YEARS		
	300	6-12 YERS		
	400	13-17 YEARS		
	500	18-29 YEARS		
	550	30-64 YEARS		
	600	65+ YEARS		
	700	NOT KNOWN		
TOTAL				

PROGRAM DEMOGRPHICS - ETHNICITY	100	WHITE		
	200	BLACK		
	300	HISPANIC		
	400	ASIAN		
	500	NATIVE-AMERICAN		
	600	BI-RACIAL		
	700	NOT KNOWN		
TOTAL				

PROGRAM DEMOGRAPHICS - GENDER	100	BELOW OFFICIAL POVERTY		
	200	AT OR NEAR POVERTY		
	300	MIDDLE INCOME – CT MEDIAN		
	400	UPPER INCOME		
	500	NOT KNOWN		
TOTAL				

PEOGRAM DEMOGRAPHICS - RESIDENCE	100	ANSONIA		
	200	DERBY		
	300	OXFORD		
	400	SEYMOUR		
	500	SHELTON		
	600	OTHER		
	700	NOT KNOWN		
TOTAL				

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PROGRAM DEMOGRAPHICS - GENDER	100	FEMALE		
	200	MALE		
	300	TRANSGENDER		
	400	NOT KNOWN		
TOTAL				

Please Elaborate on How Granted Amount Will Be Allocated/Used Among Collaborators

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Logic Model Definitions

Goals-A goal of a project is the aspect in which the program intends to have influence or the change that a program intends to cause among the units the project engages. The goal is accomplished when the change occurs. Projects usually try to solve a problem that exists or present problems that might exist unless a project intervenes. When thinking about goals, please do not think in numerical terms. A project can have both-short term goals as well as long-term and multiple goals.

Target Population-A project should have a well-defined target population. The target population includes those people, organizations or other types of units that the program intends to engage and affect. Rarely does a program engage everybody in an area and never does a program aim to change everyone. People targeted can often be described by demographic characteristics (age, gender, race/ethnicity, immigration status) and/or social and economic characteristics (income level, employment history, sexual orientation, etc.)

Inputs-Inputs are the things/people/resources the program utilized to operate. It is important to state exactly what resources the program needs to operate. For example, in this column list the money and in-kind contributions that the program uses. Also list any special staff characteristics that are needed for the program.

Activities-A program’s activities are the things that the program actually does. Usually, a program’s activities include how the program is marketed, how the program recruits’ participants, how the program engages the participants (e.g., through training participants, sharing information, and/or providing support to participants), and how the program will achieve the change that it envisions.

Outputs-Outputs are indicators that the program is up and running. They are the aspects of the program’s performance that are within the control of the program. Indicators such as the number of trainings, meetings or workshops, and the number of people enrolled in programs are outputs. Outputs should not be confused with outcomes. An outcome shows that the goal has been reached or behavior changed. Outputs simply show that the program is operating.

Outcomes-The outcomes are usually a more specific form of the goal statements. They are the aspect of behavior change that the program focuses upon.

Outcome Measures-Outcome measures are numerical ways of expressing the outcomes. Often, there is more than one way to express the outcome. The outcome measure that your organization chooses will depend on data availability, which information is easily accessible, and which information you feel your organization can easily collect. WE encourage every grantee to think of the smallest number of outcome measures that would “make the case” that change has occurred.

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 Outcome Measurement Logic Model**

GOALS	Target Population	Inputs	Activities	Outputs	Outcomes	Outcome Measures