

Peter Hurford
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September 14, 2011

To Whom it May Concern:

Students at Denison University formed a Venture Philanthropy Club in 2008. The purpose of our club is to learn more about our community and the process of philanthropic evaluation and giving. We are writing to solicit expressions of interest to be considered for our fourth grant. This year, our focus is on organizations working to promote community empowerment and civic engagement in Licking County, Ohio. We are contacting your organization because we believe your mission or activities qualify you for this grant. We would be happy to discuss this opportunity with you if you would like further information regarding the appropriateness of your project or the aims of our grant.

The club will invest \$10,000 and approximately 200 hours of service to sustainably increase the capacity of an organization. After receiving proposals, individual members of the group will undertake research that comports with best-practice among venture philanthropists in order to select which organizations will be interviewed about their proposal. Several factors that we would like to particularly emphasize are: magnitude of impact, organizational capacity building, sustainability, and impact on underserved populations. Additional emphasis will also be placed on the opportunity for the club members to provide meaningful service in the execution of the funded project and on opportunities to build relationships between the club and community leaders.

We invite you to complete the enclosed request for proposal (RFP) and return it postmarked by Friday, **November 1, 2011** either through mail to the address above, e-mail to hurfor_p1@denison.edu, or fax to 740-587-6348. If you would like to have the RFP e-mailed to you in electronic form, please e-mail Peter Hurford at hurfor_p1@denison.edu. For more information about the club, its projects and an electronic version of the RFP, please visit:
http://www.denison.edu/campuslife/servicelearning/venture_philanthropy_club.html.

Following the selection of this year's recipient, members of our club will volunteer their time in support of the beneficiary from January through April, and will subsequently work with the chosen organization in order to conduct an assessment of our gift-making process. If you have questions, please contact Peter Hurford at hurfor_p1@denison.edu or our faculty advisor, Dr. Fadhel Kaboub at kaboubf@denison.edu, or at 740-587-6315.

Sincerely,

Peter Hurford
Denison University Venture Philanthropy Club

Request for Proposals issued by the Denison University Venture Philanthropy Club

Open for Requests from 9/14/11 to 11/01/11

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Award Timeline

September 14th, 2011 - Disbursement of Request for Proposals

November 1st, 2011 - Proposals due to Venture Philanthropy Club

November 1st, 2011 - December 20st, 2011 - Interviews and data gathering regarding proposals

December 20th, 2011- Awarding of grant

January 14th, 2012 - Start of stewardship period

April 15th, 2012 - Status report due from grant recipient

April 22nd, 2012 - End of stewardship period

General Information

Organizational Overview

The Denison University Venture Philanthropy Club was founded in 2008 following a generous gift from a university alumnus. The club is currently composed of over a dozen student members and two faculty advisors who will annually award and steward a grant from the group's fund.

Mission Statement

Our purpose is to effect positive and meaningful change in Licking County by increasing the capacity of local organizations. We accomplish this by:

- investigating pressing community needs and learning about the organizations that attempt to address them;
- training ourselves to make timely, effective and well-administered philanthropic allocations to enhance the capacity of local organizations;
- offering stewardship and support through direct service to recipient organizations.

VPC defines capacity as *the capability for a group to perform a specific action over time*. As it specifically applies to the non-profit world, we are looking for proposals that improve the organization in a way that allows it to have a better chance at creating larger impacts after the grant period is over.

For instance, a charity could propose to spend the \$10,000 grant on printing educational pamphlets to provide to the public, or the charity could propose to spend \$10,000 on buying printers in order to print cheap pamphlets for the next several years.

While the first example has some instances of capacity building, VPC focuses on the second example because it specifically creates something new, sustainable and lasting that the charity can now do that it was not able to do without the grant.

Overall Goals

Through our award of financial assistance and service we hope to make a discernable and sustainable impact on our local community while providing a valuable experience to student members of our organization.

Area of Interest

This year the Denison University Venture Philanthropy Club plans to focus on organizations working to promote community empowerment and civic engagement in Licking County. We have chosen this issue due to its relevance and importance in Licking County and to align with the Denison University Alford Center for Service Learning's thematic focus for 2011-2012.

Value of the Grant and Method of Payment

The grant will be issued as later defined in a contractual agreement, in the amount of \$10,000 (ten thousand) on the date specified above.

Contract Term

The stewardship period will last from January 14th to April 22nd, 2012. During this period, the club will provide direct service to the organization in response to its request for assistance. Our assessment of our own grant-making process will also take place during this time period. A status report will be due from the grant recipient by April 15th, 2012, to evaluate the success of the grant and our utilization of the fund.

Selection Process and Award

After receiving proposals, the Denison University Venture Philanthropy Club (DUVPC) will conduct an initial review of proposals. Proposals will be selected for further consideration and organizations will be notified of the status of their proposal in December.

Club members are assigned responsibility for in-depth evaluation of individual proposals and will follow up with the organization through an on-site interview between November 1st, 2011 and December 20th, 2011. DUVPC members will subsequently present the proposals and additional information to the entire club, which will award the grant collectively.

The grant-making decision will be based on our informed assessment of the potential of the grant to increase an organization's capacity to make a meaningful and lasting impact on underserved population(s) in Licking County.

We will also consider how the club's services will be used and the potential for lasting relationships with the organization.

Please note that grant funds may not be used to fund salaries.

Request for Funding Proposal
Denison University
Venture Philanthropy Club

Located Online at

http://www.denison.edu/campuslife/servicelearning/venture_philanthropy_club.html

Please respond to the following in 3-4 pages.

Date:

Name of Organization:

Mailing Address:

Web Address (if available):

Federal Identification (501.c3) Number:

State Identification Number:

Telephone number:

Name of Contact Person:

Telephone number of Contact Person:

E-mail address of Contact Person:

Board Size (number of Board Members):

Percentage of Board Members Making a Financial Contribution to this Agency:

Brief Description of Organization (History, Mission, Programs, Population Served, number of Employees (full/part time) and number of volunteers:

Total operating budget:

Brief description of the project/program for which funding is requested:

Expected outcome of the project/program for which funding is requested:

Plans for sustainability of this project beyond the grant period:

Other sources of funding anticipated for this project:

Funding Sources

Amount

Itemized budget or anticipated allocation of funds (specific price quotes encouraged):

Explanation for how this budget was determined:

Anticipated time line for this project:

How will you utilize the service hours contributed by members of the club?

What past experience, if any, do you have with organizing volunteers?

How will your proposal, if funded, increase the capacity of the *local community*?

How will your proposal, if funded, increase the capacity of *your organization*?

Please attach the following documents: (1) agency brochures/or newsletter (if available); (2) annual financial statement; and (3) IRS form 990.

Submit all documents to Peter Hurford via email, post mail, or fax by November 1, 2011. Please feel free to contact us with any questions you may have while completing the proposal. We suggest using delivery confirmation if submitting the RFP via post mail; documents send via post mail must be *received* by the November 1 deadline.