CENTRAL NEW YORK COMMUNITY FOUNDATION

TO: Organizations Seeking to Improve Performance Management

FROM: Robyn Smith, Director, Strategic Initiatives

RE: Request for Proposals (RFP) DUE 7/12/19

The Central New York Community Foundation is pleased to announce its eighth year of the Performance Management Learning Community. To be considered for funding, organizations should submit proposals related to measuring progress and improving performance towards community impact. Proposals that focus on one or more of the following will receive preference: improving literacy, reducing lead exposure and poisoning among youth, and reducing poverty.

Our performance management program is intended to help strengthen local organizations' ability to gather and utilize data for planning, adapting, and improving programs and services. Ultimately, these skills can improve the precision and confidence with which organizations tell the stories of their impact on the community. Furthermore, this opportunity is intended to build capacity to compete for funding opportunities that require evidence with respect to program outcomes and community impact.

In addition to reporting on progress, awardees are expected to participate in regularly scheduled meetings of present and past learning community grant recipients. Past recipients are encouraged to apply for continuing membership and funding to bring their year-one performance management projects to the next level of development and act as mentors for incoming participants.

Learning community sessions will consist of a 4-week intensive lecture and workshop series in January and another 4-week series in June. The objective of the January portion of the learning community is to learn the basics and develop a foundation for data driven measurement. The objective of the June portion of the learning community is for participants to use the skills learned in PMLC collaboratively. The goal will be to identify community needs and collaborative opportunities. Additionally, there will be 4 months of monthly self-directed labs. The objective of this portion of the learning community is to allow participants to practice what was taught in the intensive lab/workshop series using their own data that has been collected through the community needs assessment surveys. This allows participants to measure their own data at their own pace. During this time, monthly interactive learning check ins are mandatory to provide an opportunity for discussion and problem solving.

Projects should:
- Build capacity to demonstrate both outcomes (i.e. measureable impact on community needs) and outputs (i.e. number of people served)
- Support a program or group of programs that address an identifiable community need (ideally literacy, lead, or poverty), use a logical approach, emphasize assessment, and have long term sustainability

Projects may (these are examples and not an exhaustive list):
- Involve one organization or a collaboration between multiple organizations
- Involve hiring and working with consultants and or external evaluators
- Involve creating a new process for data collection

Grants up to $20,000 will be considered for a first time organization. Continuing participants are eligible for up to $20,000 and will be expected to play a mentorship role for newer organizations by sharing their organization's experiences and leading some of the group's monthly meetings. Returning applicants should confirm their capacity and willingness to fulfill this role in the grant application. More guidance will be provided at the start of the learning community but this role will likely include additional meetings throughout the year to continuously plan and refine the agenda for learning community sessions.

Participating organizations will be expected to have clients of their proposed program participate in the above mentioned community needs assessment survey and share de-identified data (to protect confidentiality) at the census tract level with other members of the community who are also participating in the needs assessment.

Participation will not affect eligibility in other Community Foundation grant rounds.

Note: Grantees should anticipate participating in all learning community sessions, have up to 4 organizational representatives (including but not limited to grantwriter, program staff, and manager) at sessions, complete at least 100 clients (by midway evaluation) using the Community Needs Assessment Survey (see below).

Information Sessions:
- All organizations intending to apply are strongly encouraged to attend an information session describing the goals of the program.
- If you are unable to attend, please contact Robyn Smith.
- Information sessions will be held on **Friday, May 17 at 10:30am and Friday, May 24 at 1pm** at the **CNY Philanthropy Center,** 431 E. Fayette Street, Syracuse**.**
- Organizations need only attend one of the two sessions.
- Note: it is important that in addition to grantwriter attendance at orientation sessions, staff that will be participants in the learning community are strongly encouraged to attend.

Application:
- To apply, please complete the Community Grants Application online at our website www.cnycf.org.
- There is an additional set of questions that are required to be completed to be considered for a PMLC grant. Follow this link to provide your responses to the questions. *This is **requirement** of the PMLC application; if the additional questions are not answered your application will not be accepted.*
- If you have any questions or concerns contact Robyn Smith at rsmith@cnycf.org.
- Recipients of Community Grants within the past 12 months are still eligible to apply.
- For consideration, your completed application must be received on **Friday, July 12, 2019**