

## A GIFT OF IMAGINATION REQUEST FOR PROPOSAL 2018

This Request for Proposal from the Rogers Foundation can be applied for one time annually. The amount of the award available is up to \$25,000. The RFP will open on December 1, 2017; your response is due no later than March 23, 2018. Awards will be made no later than May 31, 2018. It can be applied to any K-12 program or initiative in the Clark County (Nevada) School District that increases student participation in, or exposure to, the arts or music. *The purpose of the grant is to provide students additional opportunities for creative expression and to offer the community at large the opportunity to engage in those endeavors.* Priority will be given to schools that apply directly for funding although any nonprofit may apply. Applicants will be required to articulate their Mission, Vision, Goals and Metrics associated with the desired program or initiative. It is recommended that this process involve as many stakeholders as possible, including other educators, administrators and parents. Your response may be submitted online at [therogers.foundation](http://therogers.foundation). Your application should be in Times New Roman 12-point font and your submission must be made as one PDF file attachment. If you are a non-profit, you must have a letter of support from the Principal of the school you intend to benefit and your application must include evidence of your 501c (3) status as well as your most recent 990. If you are a school, you must have a letter of support from your Principal and any required school administrators to accept the funds if awarded. If any grant awarded is contingent on matching funds from another entity and the matching funds are not received, the grant awarded by The Rogers Foundation will be forfeited. Below is a template for your submission.

### **I. Proposal Summary (Executive Summary)**

*The Proposal Summary should be a paragraph of 1-3 sentences, include the amount of funding requested and give the most general description of the use that will be made of the funds.*

### **II. Organization Description and History**

*The Organization Description and History section should be 1-2 pages in length and should include the history of your organization, its structure, information about who will be involved in carrying out the activities that will be funded by the requested grant, major accomplishments of the organization, relevant experience and accomplishments of the organization, established partnerships and relationships that will be important to carrying out the activities funded by the grant, and an explanation of how the description you provide makes your organization an appropriate grantee. Keep in mind that the purpose of the grant is not only to provide students opportunities to use creative expression; but also, to offer the community at large opportunities to engage in those endeavors.*

### **III. Background**

*The Background section, of 1-2 pages in length, should provide the reader with an explanation of the benefits to the creative efforts of Clark County students that an award to your organization would provide and the problem that has created the need for your program or initiative. It should highlight why your organization is well-positioned to provide opportunities for additional artistic expression for students. It should also highlight, if possible, that*

*community support exists within your school community to ensure your success. Finally, you should note how the community would benefit from your efforts. It is important that the reader know why your program should be funded over others.*

#### **IV. Project Description (Program Narrative)**

*The Project Description may vary widely in length depending on the size and scope of the program that will be funded and the size of the award being sought. In no event should your response to this section exceed 4 pages. This section should give the reader a detailed description of the program that will be funded by the requested grant. This description should explain the duration of time during which the funds will support the project, the goals of the project, how they will be achieved, how success or failure will be measured, how many students will be targeted, and what opportunities for artistic expression you promise to deliver to students and how that art or music will benefit the community at large. Please be sure to describe the goals you intend to achieve and how success with respect to those goals will be measured. You should articulate your Vision, Mission, Goals and Metrics in this section. The Project Description may also include information about the staff who will work on the project, their experience and qualifications to perform the activities that will be funded.*

#### **V. Project Timeline/Budget Timeline**

*Using your Project Description, provide the reader with a timeline that shows the chronological order in which the activities you propose will be pursued along with how those activities will help achieve the goals you provided above. Also include information about how/when funds that are awarded will be spent to support each activity. Please use the budget template available for download.*

#### **VI. Budget**

*Provide the reader with a table with categories of expenditures that will be funded by the requested grant, how much funding will be required for each category, and how much of that funding will come from the grant request. Your budget should include any other funding sources and in-kind contributions. [Please use the budget template available for download.](#)*

*If you have questions regarding this Request for Proposal, please contact Michelle Sanders at 702-657-3114.*