

September 24, 2010

Leadership Newark, Inc. is a two-year program that develops and enhances the leadership skills of professional individuals who are committed to the City of Newark. With a focus on public policy, Leadership Newark Fellows explore key issues affecting the City of Newark as they are challenged to identify solutions to improve the Newark community.

In year one of the program, Fellows attend seminars, team building activities and professional development sessions. Year two of the program, called the **Community Leadership Initiative (CLI)**, requires Fellows to partner with a local nonprofit organization (or government entity) to lend professional consulting capacities to an initiative that will positively impact the local community.

Through the **Community Leadership Initiative (CLI)**, Leadership Newark Fellows have helped to advance the mission of more than twenty-five organizations in the Greater Newark community. Since 2004, Leadership Newark has partnered with several organizations to complete a number of meaningful projects:

- Three Doctors Foundation
- International Youth Organization
- Statewide Education Organizing Committee
- NJ Performing Arts Center
- Newark Emergency Services for Families
- Discovery Charter School
- New Jersey Historical Society
- Kids in Business/Discovery Charter School
- FOCUS Hispanic Center for Community Development
- City of Newark-Office of the Neighborhood and Community Engagement
- Greater Newark Conservancy
- Boys and Girls Clubs of Newark
- Newark Pre-School Council, Inc.
- Newark Boys Chorus
- Future City, Inc.
- Unified Vailsburg Services Organization
- Marion P. Thomas Charter School
- Newark Symphony Hall
- UMDNJ University Hospital-Division of Liver Transplantation
- The National Center for Productivity and Performance at Rutgers University-Newark

We are currently seeking to engage local organizations as community partners for the 2010-2011 Program Year and wish to invite you to submit a project proposal for our consideration. All projects must incorporate opportunities to apply research skills, critical thought and analysis, and the development of goals and objectives that are useful for implementation.

Information regarding the proposal submission process is outlined in the attached form; all project proposals must be received by the Leadership Newark Office by **5:00 p.m. on Friday, October 22, 2010.**

If you are interested in submitting a proposal for consideration, please be sure to let us know. Or, if you have questions regarding the Community Leadership Initiative, you may also contact the Leadership Newark office at (973) 242-2144 or leadnewark@verizon.net.

Yours in Service,

Celia M. King, MPS
Executive Director

C: Stacie J. Newton, MPA, Program Manager-Leadership Newark, Inc.



2010-2011 Community Leadership Initiative

Request for Proposal

Deadline for Submission: Friday, October 22, 2010

Leadership Newark, Inc. is accepting proposals from non-profit, community-based organizations and government agencies in the Greater Newark community to participate in the 2010-2011 Community Leadership Initiative (CLI). This competitive process will result in the selection of up to three organizations/agencies that will benefit from professional and technical assistance provided by Leadership Newark Fellows on a public policy-driven project within the proposed organization or agency. All costs associated with carrying-out the project are the responsibility of the selected organization or agency.

Previous organizations/agencies that have partnered with Leadership Newark on the CLI are: *International Youth Organization, Three Doctors Foundation, I Have A Dream Foundation, New Jersey Performing Arts Center, Statewide Education Organizing Committee/ONEC, Newark Boys Chorus, Newark Preschool Council Head Start Program, Inc., Newark Symphony Hall, Rutgers University-School of Public Affairs and Administration, City of Newark-Office of Neighborhood Engagement, Greater Newark Conservancy, Marion P. Thomas Charter School, the Boys and Girls Clubs of Newark, Newark Emergency Services for Families, UMDNJ University Hospital-Division of Liver Transplantation, Future City, Inc., Discovery Charter School, FOCUS Hispanic Center for Community Development, Unified Vailsburg Services Organization and the New Jersey Historical Society.*

The following is a partial listing of initiatives completed as a result of the CLI:

- Develop strategies to enhance recruitment, marketing and outreach efforts
- Develop recommendations for the implementation of a succession plan
- Conduct a community asset and strength inventory with recommendations on organizational capacity to support specific community initiatives
- Conduct research for the launch of a new program initiative
- Develop a strategic plan, business plan or marketing plan
- Organize, recruit and engage a community advisory board
- Create a service learning curriculum for presentation to instructional staff
- Create a financial literacy curriculum for elementary and high-school students
- Develop an orientation manual and session to lead organizational change
- Update and standardize policies and procedures
- Conduct a focus group assessment
- Conduct surveys and/or survey analysis
- Conduct a comprehensive neighborhood plan
- Organize, develop and implement a sustainable program initiative
- Develop strategic alliances with a network of secondary schools for graduates of a local charter school

Background

Leadership Newark was established in 1998 to develop and enhance the leadership skills of individuals who are committed to the City of Newark through a two-year training program. With a focus on key issues affecting the Greater Newark area, Fellows attend public policy seminars, team building sessions and various skill development workshops held during the first year. During the second year, Fellows participate in the CLI, which enables them to complete a tangible project in partnership with a local non-profit organization or government agency. Program participants are professionals in the early stages of their careers who have shown potential to make positive contributions to the community, and who reside, work or serve as civic leaders in the City of Newark.

The CLI is designed to afford Leadership Newark Fellows an opportunity to work toward resolving real community needs. While partnering with a nonprofit organization or government entity, Fellows are able to work to complete a project that addresses an identified public policy issue.

To launch this initiative, a Request for Proposal (RFP) is distributed each year to local nonprofit and government community agencies, organizations and academic institutions. The RFP process is designed to solicit opportunities for engaging the expertise, skill and energy of Leadership Newark Fellows in projects that will address a specific need and that will enhance the work of selected organizations and the community as a whole. Proposal submissions should reflect projects that are neither non-partisan nor religious in nature. Project themes should range--but are not limited to—areas of public policy such as: **education, economic and community development, health and human services, arts and culture, environmental equity and justice, public safety, criminal justice and/or government.**

Each project must incorporate opportunities to apply research skills, critical thought and analysis, and the development of goals and objectives that are useful for implementation. Ideally, projects or initiatives will be ongoing, and must be maintained by the partnering organization or agency (called a “Community Partner”). More importantly, the CLI requires that each Project Team will produce a written paper and organize a formal presentation. It is expected that the project will result in lasting benefits to the community.

Program Timeline (Estimated)

November 2010	Review of Project Proposals
December 2010	Selection of Projects
January 2011	Begin work with Community Partner Organizations
June 2011	Project Completion

Program Goals

The Community Leadership Initiative seeks:

- To allow Fellows to apply leadership capacities and information learned during the first year of the Leadership Newark program.
- To provide Fellows with an opportunity to strengthen their skills for successful group learning interaction and dynamics.
- To provide an opportunity to establish partnerships with nonprofit organizations and government agencies within the Greater Newark community.
- To provide an opportunity for Fellows to interact in a productive, effective manner with the challenges affecting the Greater Newark community.

At the culmination of the CLI, Leadership Newark Fellows qualify to complete the program with new knowledge, skills and allies, all of which can be mobilized on behalf of important civic projects. This unique approach to developing professionals through instruction and hands-on experience will provide leaders that the Newark community needs as it continues its period of growth and rebirth.

To Apply:

Organizations and agencies are invited to complete and submit the following Proposal Submission Form no later than **5:00 p.m.** on **Friday, October 22, 2010** to:

Stacie J. Newton, MPA
Program Manager
Leadership Newark, Inc.
50 Park Place, Suite 1410
Newark, NJ 07107
Phone: (973) 242-2144
E-mail: leadershipnewark@verizon.net

Leadership Newark, Inc.
2010-2011 Community Leadership Initiative

Proposal Guidelines

All project proposals must:

1. Seek to enhance the participant's understanding of practical leadership as well as yield tangible results of lasting benefit to the community.
2. Involve a community partner with which the project team will work closely with as a resource of information and guidance. A designated staff person at the community partner organization should be prepared to work directly with the team.
3. Demonstrate a connection to any public policy field, such as education, community/economic development, health & human service, arts & culture, environmental equity & justice, public safety, criminal justice, government, etc.
4. Integrate theory and practice.
5. Provide opportunity for applying research, strategic planning, resource development, collaboration, and negotiation skills.
6. Be non-partisan.
7. Be non-religious in nature.
8. Not involve any type of fundraising on the part of the Leadership Newark project team members.
9. Be funded by the community partner.
10. Not require or solicit Leadership Newark project team members to provide in-kind or financial contributions for the project

2010-2011 Community Leadership Initiative

Request for Proposal Form Deadline for Submission: Friday, October 22, 2010

Applications may be sent via hand delivery, regular or electronic mail to the address shown on this form. No submissions may be accepted by facsimile. All questions must be answered completely on the application. Additional materials such as brochures, websites and other relevant background materials concerning your organization are strongly encouraged. A total of eight (8) copies of the Proposal Form and supporting materials must be received by **Friday, October 22, 2010**.

APPLICANT INFORMATION:

Organization Name: _____

Address: _____

Telephone: _____ Fax: _____

E-mail: _____ Website: _____

Contact Person: _____

Name: _____

Title: _____

Name of Executive Director (if different from above _____

How many years has the organization been in operation? _____

How many employees does your organization employ? _____

Number of Full-time Employees: _____ Number of Part-time Employees: _____

What are the hours of operation? _____

Please attach a list of Board members with their professional affiliations, and indicate the following information regarding the tenure range of Board members:

Longest term of service: _____

Shortest term of service: _____

PROJECT INFORMATION:

- ❖ Provide the Mission, primary goals and recent major accomplishments of the organization or agency.

- ❖ Statement of Need(s):

- ❖ Scope of project to address need(s):

- ❖ Describe the expected benefits [of the project] to your organization and the community:

- ❖ Describe the role for the Leadership Newark project team, including specific tasks to be undertaken and indicate any work already done on the project:

- ❖ Provide an estimated time frame for project completion:

- ❖ Estimated cost of project:

- ❖ Describe how your agency will support the cost of the project:

- ❖ Provide a brief biographical statement for the individual(s) that will serve as a point of contact for the Leadership Newark project team.