



Lancaster Investment in a Vibrant Economy

Request for Preliminary Proposals

SUMMARY

Preliminary Proposal Deadline: June 23, 2009

Contact: Danene Sorace, President & CEO
115 East King Street, PO Box 509
Lancaster, PA 17608
717.875.3038
Danene@livelancaster.org

Grant Amount: \$5,000 - \$50,000

Anticipated Funding Period: Summer 2010 – Summer 2011

PURPOSE

Lancaster Investment in a Vibrant Economy (LIVE) seeks to advance the sustainability and livability of Lancaster through strategic investment and collaboration in the following three priority areas:

1. Energy Efficiency and Conservation. For example, energy audits, conservation plans, building upgrades, other applicable building renovations
2. Green Infrastructure Improvement
 - a. Green professional development (specific, short term training opportunities for staff and/or youth)
 - b. Green facilities planning and implementation (beyond energy, this could include storm water management, green purchasing, recycling, building maintenance, etc.)
 - c. Neighborhood initiatives whose purpose is to develop a critical mass of projects that have a noticeable impact on green infrastructure (i.e., native trees and plantings, habitat restoration, community gardens, planning and design, rain gardens and barrels, trash and recycling receptacles, bike racks, etc.), to develop neighbor-to-neighbor synergy and to demonstrate what a “green” neighborhood/street looks like.

3. Creative Greening Projects. Other innovative projects or programs that incorporate greening principles (i.e., sustainability, conservation) into Lancaster City.

ABOUT LIVE

Founded in 2004, LIVE's mission is to create a sustainable approach to community development by celebrating the vitality of Lancaster, cultivating livability, and making the City of Lancaster an ideal place to live.

We do this by convening key players from all three sectors (nonprofit, for-profit and government) around pivotal opportunities for community vitality; facilitating and leveraging government and private resources to invest in effective strategies of enhancing livability and revitalization; and serving as a catalyst for new livability initiatives.

Presently, LIVE, and its signature initiative LIVE Green, is working with both City residents and institutions to improve livability through a variety of green initiatives. (Please see www.livelancaster.org for more information.)

ELIGIBLE ORGANIZATIONS AND PROGRAMS

Organizations eligible to submit a pre-proposal must be:

- Located within Lancaster City
- Currently registered as a 501c3 public charity. If not a public charity, organizations should identify a fiscal sponsor that is a 501c3 public charity
- Registered with the PA Bureau of Charitable Organizations (or fiscal sponsor)
- Entity of local government
- Annually audited

FUNDING LEVELS AND DURATION

The specific grant amounts will be between \$5,000 - \$50,000 for twelve months.

PROPOSAL TIMELINE

The follow is an estimated timeline for this process:

- May 2009 – Request for Pre-Proposals distributed
- June 23 –Pre-proposals due
- July 15 – Pre-proposals reviewed and full proposals invited
- August 15, 2009 – Full proposals due
- September – Recommendations announced

PRE-PROPOSAL COMPONENTS

Pre-proposals should be no more than two pages in length and should include the following:

- Grantee Organization – description of the grantee organization(s) and relevant work in Lancaster City. Please be sure to include the name, address, phone number and email address of the contact person for the proposal. (1/4 page)

- Statement of Need – One paragraph statement of need for project. How will this funding assist your organization in fulfilling its mission? (1/4 page)
- Goal and Outcomes – One paragraph or a set of bullet points describing the overarching goal and key outcomes that could be anticipated. Please be brief and specific. (1/2 page)
- Activities – Outline of key activities that would be proposed to achieve the goal(s) and outcomes. (1/2 page)
- Budget – Please include a brief budget overview for the project by line item. (1/2 page)

PRE-PROPOSAL FORMAT AND INSTRUCTIONS

The pre-proposal should be no longer than two pages, 11-point (minimum) font. Please mail the document to Danene Sorace, PO Box 509, Lancaster, PA 17608 or email to danene@livelancaster.org. The document must be received by 12:00 p.m. on June 23, 2009. Any questions about this initiative should be addressed to Danene preferably via email.

SELECTION CRITERIA

LIVE will evaluate the letters based on the following criteria:

- Fit within the priority areas articulated above under “purpose”
- Extent to which project benefits the applicant organization/community embraces green principles (i.e., sustainability, conservation)
- Track record and leadership potential of the submitting organization(s)
- Clarity and quality of the pre-proposal
- If applying to upgrade facility to conserve energy, improvements must generate a significant savings (20 percent). Proposals that include institutional match will be viewed highly. The building must be owned by the applicant.

LIVE does not support:

- Annual operating campaigns or ongoing programs
- Endowments
- Incurring a debt liability
- Individuals
- Sectarian purposes
- Re-granting programs