



JUNIOR LEAGUE OF WINSTON-SALEM

Junior League of Winston-Salem, Inc.

**REQUEST FOR PROPOSAL
COMMUNITY PARTNERSHIP
2021 - 2023**



JUNIOR LEAGUE OF WINSTON-SALEM

The Junior League of Winston-Salem, Inc. (JLWS) strives to create a meaningful and lasting impact in the community through its membership and its efforts with community partners. Founded in March 1923, our members are dedicated, professional, and well-educated women who are committed to giving back to their community.

- The vast majority of our actives are employed outside of the home.
- They are committed to a minimum of 40 hours per year to JLWS.
- The training our members receive enables them to become advocates, catalysts, communicators and coalition builders.
- Our volunteers also utilize their Junior League of Winston-Salem training in their places of business, schools, and other nonprofit work, making lasting impressions that continue to ripple throughout the city and beyond.

Mission

The Junior League of Winston-Salem, Inc. (JLWS) is an organization of women committed to promoting voluntarism, developing the potential of women, and improving the community through the effective action and leadership of trained volunteers. Its purpose is exclusively educational and charitable.

Our Vision

The Junior League of Winston-Salem, Inc. nurtures and educates individuals to build healthier families and a stronger community.

Our Values

- We exist to strengthen and improve our community
- We value and support the power of trained volunteers
- We value each member
- We value and encourage ethnic, racial, religious, and economic diversity
- We grow through challenging experiences
- We wisely manage our resources
- We are ethical and fair

Our Commitment to Diversity and Inclusion

The Junior League of Winston-Salem, Inc. welcomes all women who value our Mission. We are committed to inclusive environments of diverse individuals, organizations and communities.



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Our Focus Areas

- Educating and Mentoring Youth from birth to age 18
- Women's Health Issues

Each year, the Junior League of Winston-Salem (JLWS) identifies organizations to directly partner with to fulfill its mission and focus areas. We are currently accepting proposals from community organizations interested in partnering with JLWS to address educating and mentoring youth from birth to age 18 and addressing women's health issues in Forsyth County.

The Junior League Of Winston-Salem places our trained volunteers with selected Community Partners in support of our current focus areas. Our commitment to Community Partners to provide volunteers will run from June 2021 through May 2023.

Proposals should clearly indicate how your organization, along with our volunteers, will serve the Forsyth County community.

Proposal Requirements

1. All proposals must support our mission: We are an organization of women committed to promoting voluntarism, developing the potential of women, and improving the community through the effective action and leadership of trained volunteers. Its purpose is exclusively educational and charitable.
2. You must complete and submit a proposal of Community Impact with all required documents by January 22, 2021.
 - a. The completed form should be typed in 12-point font. Applications should not exceed six pages in length.
 - b. Only submit requested documentation.
 - c. Email one completed copy of the proposal form and the required documents to Becky Nguyen, JLWS Assistant Community Vice President (assistantcommunityvp@jlws.org).
3. The following attachments are required:
 - a. Certificate of insurance showing proof of general liability coverage
 - b. 501(c)(3) letter of determination
 - c. Board of Directors list
 - d. Line-item budget for proposed project
 - e. List of partner organizations



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Key Dates

- January 2021: Completed proposals are due to Becky Nguyen, JLWS Assistant Community Vice President (assistantcommunityvp@jlws.org) by January 22, 2021.
- February 2021: Applications are formally evaluated through an extensive process that includes a thorough review of the agency and the program for which volunteers are requested.
- March 2021: Recommendations for Community Partners are submitted to the JLWS Board of Directors for final approval.
- April 2021: Agencies are notified of the final outcome of the selection process.
- June 2021: Volunteer assignments for the upcoming JLWS year are made based on member preference. The project must receive adequate volunteer interest in order to proceed.



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Community Partner Proposal Form 2021 - 2023

ORGANIZATION DETAILS

Organization Name:

Address:

Phone:

Website:

Social Media:

Chief Executive Officer/Executive Director:

Contact person for application:

Title:

Contact phone:

Email address:

Describe your organization (mission, goals, and major programs)

Describe the population and number of people served by your organization each year

Describe your organization's commitment to diversity, equity, and inclusion



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PROJECT INFORMATION

PROJECT NAME	# of Volunteers Requested

1. Provide a brief project summary of your program and its role in achieving the mission of your organization. Include a brief history of your organization.
2. Describe the population that this project impacts. Indicate the anticipated age groups and the number of people that will be served by this project.
3. Describe the goals of your project and why it would be helpful to have JLWS volunteers.
4. How will project outcomes be measured? What outcomes do you anticipate?
5. Describe existing or potential community partners that also contribute to this project.
6. List significant sources of funding for this project.
7. Is the proposed project a current program within your organization? If yes, how are program outcomes measured?



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JLWS VOLUNTEER INFORMATION

8. What, if any, training is required for our volunteers to be successful (i.e. type, length, etc.)?
9. Is there continued training provided for active volunteers? If so, what is the content of the training?
10. What skills are needed by our volunteers?
11. What specific activities would our volunteers participate in? If state/CDC mandated social distancing protocols and practices are in place at the time of service, what compliant volunteer opportunities will our members participate in? Please describe in detail.
12. When would our volunteers be utilized (i.e. days of the week, time of the day, number of hours at a time, frequency, etc.)?
13. Are there specific requirements needed prior to volunteering with your organization (i.e., background checks, TB tests, etc.)? If so, please explain.
14. Are there other ways the Junior League of Winston-Salem, Inc. could assist your organization (i.e. Board of Directors, done-in-a-day service projects, guest speakers, etc.)?
15. How will this project help JLWS achieve its goals related to its mission statement?
16. How will volunteers in this project be supervised and coordinated?
17. What will be the parking arrangements?
18. Are there lights and security at night?



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PARTNERSHIP COMMITMENT

All organizations that are accepted as Community Partners will be asked to do the following:

- Complete an annual evaluation of JLWS volunteers.
- Complete an annual memorandum of agreement for JLWS.

By signing and submitting this proposal, you are agreeing to the above conditions. You are also acknowledging that this proposal is applicable for June 2021 - May 2023 only. Future proposals will be reviewed at the next renewal term.

Signature of Executive Director or President of the Board:

Date:

Title:

Applications are due by January 22, 2021.

Submit a proposal and requested documents to Becky Nguyen, JLWS Assistant Community Vice President: assistantcommunityvp@jlws.org.

Should you have any questions related to the application process, call Becky Nguyen at 717-371-1298 or send an email to assistantcommunityvp@jlws.org.