



# COLLABORATIVE ACTION GRANTS *Request for Proposals*

## DATES

### ROUND 1

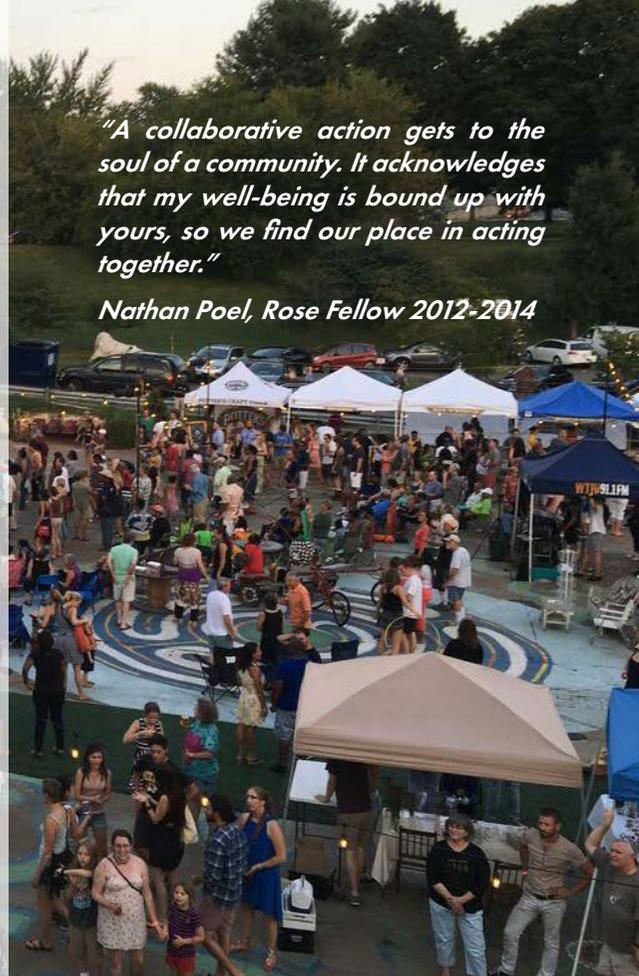
Request for Proposals (RFP) Issued	March 23, 2017
Webinar: Grant Overview and Stories	March 30, 2017, Thurs., 3pm EST
Submission Deadline	April 21, 2017
Grantees Notified	Week of May 8, 2017

### ROUND 2

Request for Proposals (RFP) Issued	May 10, 2017
Webinar: Grant Overview and Stories	May 18, 2017, Thurs., 3pm EST
Submission Deadline	June 9, 2017
Grantees Notified	Week of June 26, 2017

*"A collaborative action gets to the soul of a community. It acknowledges that my well-being is bound up with yours, so we find our place in acting together."*

*Nathan Poel, Rose Fellow 2012-2014*



## OVERVIEW

**Enterprise is seeking applications from community-based organizations for \$5,000 to host a Collaborative Action in their community.** Collaborative Actions are small-scale, co-creative activities focused on implementation.

These actions may include:

- Creative placemaking
- Asset mapping
- Temporary art installations
- Community events

Collaborative Actions are low cost and short in duration but often fit into a larger community effort. Through a design process that features honest conversations with people about the issues in their community, Collaborative Actions have the power to promote change while fostering a sense of place. Because each community faces unique challenges and has different needs, proposals should articulate how the organization will be mindful of capturing the spirit of the partner community to determine the format, reach, and scope of the Collaborative Action.

### SELECTION CRITERIA

Projects will be selected based on how well they:

- Advance long-term community goals or meet community needs
- Deploy creative and collaborative strategies
- Engage local voices and build community agency
- Demonstrate feasibility within the budget and timeline

### NUMBER AND AMOUNT OF GRANTS TO BE AWARDED

Twenty (20) grants of five thousand dollars (\$5,000) each will be awarded in 2017.

Apply online at  
[www.enterprisecommunity.org/solutions-and-innovation/design-leadership/design-grants](http://www.enterprisecommunity.org/solutions-and-innovation/design-leadership/design-grants)

Register for an informational webinar  
<http://www.enterprisecommunity.org/research-and-resources/live-online-events>

Contact  
[design@enterprisecommunity.org](mailto:design@enterprisecommunity.org)





Bronzeville SOUP, Urban Juncture Foundation

# PROGRAM DETAILS

## PROPOSAL INSTRUCTIONS

Apply by logging into the [online application](#) where you will be asked to respond to the following prompts and upload a budget attachment.

- 1. Project description:** Describe your concept for the Collaborative Action and how it advances community goals or meets a community need.
- 2. Community context and engagement:** Where will this Collaborative Action take place and whom will it involve? In what ways will community members be engaged?
- 3. Communications & outreach plan:** What is your plan for communication and outreach? You are welcome to include related costs within the budget.
- 4. Impact:** How will the Collaborative Action impact the community, organization or project beyond the scope of this grant?

Budgeted expenses may include materials, staff time, payment to consultants or other partners, food and supplies for events, equipment rental fees and other direct costs for the proposed activity. Because of the small size of the grant, overhead is not an eligible cost. Funds for the involvement of other organizations or individuals may also be included in the budget. For example, the funds could be used to pay an artist to lead the project.

The grant budget can be in Excel, Word or PDF. It is highly encouraged to use the format on the Enterprise website, however any complete budget format will be reviewed.

## ELIGIBLE APPLICANTS

- The grant disbursement must be paid to a 501(c)3 nonprofit organization, but the organization is not required to be a community development corporation (CDC).
- Non-501(c)3 organizations may partner with a 501(c)3 if it can be demonstrated how funds will pass through the nonprofit organization.

## TIMELINE

Applicants should be prepared to complete the Collaborative Action within 6 months of grant notification. All projects should take place in 2017, and reporting is due within 1 month of completing the proposed activity.

Selected organizations can submit disbursement forms (provided by Enterprise) following notification of the award. It is not necessary to wait until the Collaborative Action is complete. Enterprise will take up to 30 days to fulfill the disbursement request.

### Does the grant need to result in a built project?

No, events and ephemeral projects are equally eligible. The grant can result in a built project, but a physical component is not required.

### Can the funds pay for...

...outside experts?

Yes, if they are essential to the activity planned.

...staff time/salary?

Yes, funding may pay for staff directly involved in planning & executing the activity.

...overhead/operating expenses?

No, due to the limited grant size, it should be used for direct costs.



Event at the Oasis, Kounkuey Design Initiative

# PROGRAM DETAILS

## REPORTING

Within one month of completing the Collaborative Action, grantees will be submit a report including the following information:

1. **How did this Collaborative Action capture the spirit of your community?**
2. **How did this Collaborative Action contribute to increased capacity for your local community?** For example, did it help build strategic relationships? ...create a needed resource?...develop resident leadership experience?
3. **How did this Collaborative Action impact long-term neighborhood goals?** For example, did it connect to ongoing community efforts? ...add constructive community input into a neighborhood project? ...address a latent need in the community?
4. **Community participation and outreach metrics:**
  - Description of community leadership roles
  - Description of community participation
  - Number of participants
  - List the number and type of communications & outreach activities
5. **Documentation:** We welcome a wide-range of documentation. For reporting purposes, please submit images, photographs, video, posters, articles and any other materials that serve as a record of the Collaborative Action process. Required documentation includes:
  - Minimum of five (5) photographs with image credits and captions
  - Creation of one (1) [Community How-To Guide](#) uploaded to the [library](#)

*By submitting this documentation, you give Enterprise permission to share these stories and materials with our national audience. Grantees may be asked to participate in presenting their stories in writing, webinars, conferences or other formats, in partnership with Enterprise.*

## MORE INFORMATION

The Collaborative Action grant program grew from a series of community actions completed by Enterprise Rose Architectural Fellows in 2013, supported by the Fetzer Institute. Read about these completed projects in our publication [Made with Love](#).

Read about the fifteen organizations that received Collaborative Action grants in 2016 on [our website](#), and follow our [blog](#) as they post about their projects.

### What is creative placemaking?

Creative placemaking is the intentional integration of the arts, culture, creativity, and design in comprehensive community development.

### What is equity?

“Just and fair inclusion into a society in which all can participate, prosper, and reach their full potential. Unlocking the promise of the nation by unleashing the promise in us all.”  
- Policy Link

### Suggested Reading

*How to Do Creative Placemaking*  
National Endowment for the Arts

*Made with Love*  
Enterprise Community Partners

*Bringing Together Arts and Community Development*  
Miriam Axel-Lute