

Dr. Martin Luther King, Jr. Day 2014

Request for Proposals

Vision:

During the Dr. Martin Luther King, Jr. Day of Service, thousands of people across Louisiana join together to celebrate the legacy of Dr. Martin Luther King, Jr. by turning community concerns into volunteer action. Every year, millions of volunteers of all abilities volunteer and serve in their communities in service and service-learning projects. MLK Day takes place January 20, 2014.

Volunteer organizations, non-profits, and schools & community organizations will partner with other groups for a day of service event. The goal of the event is to empower communities to reach out to a large section of the population which is often overlooked in volunteer outreach and create partnerships which will last for service project events to come.

Applications for this project will be accepted until January 3, 2014. *Volunteer Louisiana* will develop and provide marketing materials to help promote the project and to encourage the community to participate as needed.

Projects lead by youth will receive priority, and projects which recruit volunteers from the disability community are highly encouraged. Educational and environmental related projects are also strongly encouraged.

Objectives:

- To introduce a new generation of volunteers to vision of service and dedication to our fellow man that was Dr. Martin Luther King, Jr's ministry.
- To introduce citizens with disabilities to volunteer based organizations, community volunteering, and opportunities for becoming involved in service.
- Promotion of MLK Day as a day on rather than a day off and Dr. King's message to work with everyone in our communities.

Requirements:

- 1) Projects should be in partnership with local government/schools
- 2) Project must include a welcome/orientation at the beginning of the event and a reflection/evaluation for volunteers at the end of the service day.
- 3) Grantees must submit a Final Report and Reimbursement Request to receive funds.

Funds:

The grant is available to organizations or individuals operating in the state of Louisiana. Volunteer Louisiana will provide grant monies up to \$1,000 per project to pay for project supplies, volunteer refreshments/water (identified in the Project Budget) and some administrative costs. All funds are disbursed on a reimbursement basis. Reimbursement requests should be submitted following the service event to Volunteer Louisiana for payment and include an original receipt with a zero balance. **INVOICES WILL NOT BE ACCEPTED.**

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Request for Project Funding

Applicant Information	
Organization Name:	Address:
Phone:	Fax:
Email:	Program Director:
Authorized applicant signature:	

Project Information	
Project Director:	Phone:
Twitter and Facebook Address:	Site Location Address:
Fax:	Email:
Project Date and Time:	Amount Requested:

Partner Information (replicate this box for additional partners)	
Organization Name:	Address:
Phone:	Fax:
Email:	Contact:
Role:	
I affirm that our organization is a partner with the applicant for <i>MLK Day 2014</i>	

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Briefly describe proposed project:	
Describe how you will engage community volunteers, specifically youth volunteers and volunteers with disabilities:	
Youth volunteer recruitment goal	
Volunteers with disabilities recruitment goal	
Total volunteer recruitment goal (youth + adults)	
Provide a detailed narrative of the project timeline (include project development and volunteer training):	
Please see the attached budget. Up to 10 percent of the grant request may be allocated to project oversight. Though no match is required, please indicate in-kind or cash donations from other community sources/partners.	

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While no funding match is required, any funding that is identified to increase your project(s) should be included. The following template is provided to assist in the formation of the Budget, but additional Items may be added.

PROJECT BUDGET

Project Materials/Supplies

Item	Qty	Unit Cost	Grant Amount	Match	Total Amount
Totals					

Refreshments

Item	Qty	Unit Cost	Grant Amount	Match	Total Amount
Totals					

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Contractual and Consultant Services

Purpose	Calculation	Daily Rate	Grant Amount	Match	Total Amount
Totals					

Administrative Costs (not to exceed 10% of grant request)

Purpose	Grant Amount	Match	Total Amount
Totals			

TOTALS (grant amount not to exceed \$1,000)	Grant Amount	Match	Total Amount

Item	Calculation	Grant Amount	Match	Total Amount

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TOTALS				

Grant requests should be mailed or emailed to:

**Nicholas Auck
Volunteer Louisiana
PO Box 44243
Baton Rouge, LA 70804
Email: nauck@crt.la.gov**