



REQUEST FOR PROPOSALS

Education Collaborative Campaign 2019

Please submit your proposal to membership@nyic.org by 5 PM on **Friday, February 22, 2019**, in order to express your organization's interest in **the Education Collaborative Campaign**.

ORGANIZATIONAL OVERVIEW

The New York Immigration Coalition is an umbrella policy and advocacy organization for more than 150 groups in New York State in one of the most concentrated immigration hubs in the country. We envision a New York State that is stronger because all people are welcome and treated fairly. We represent the collective interests of New York's diverse immigrant communities and organizations and devise solutions to advance them; advocate for laws, policies and programs that lead to justice and opportunity for all immigrant groups; and build the power of immigrants and the organizations that serve them.

PROJECT OVERVIEW

We are seeking to partner with groups who are eager to ensure that schools are community-centered, respect and serve immigrant and linguistically diverse families, and provide all students with a quality education. We envision a public school system that prepares our students to thrive in college, careers, and all future endeavors.

The selected groups will be interested in the Collaborative's current campaign work. **In particular, they will work with the NYIC to ensure that New York City Department of Education (DOE) and its Office of Enrollment better serve immigrant families and immigrant youth, especially older youth who are developing proficiency in English.** The Collaborative has undertaken this work in order to ensure that these students also have access to schools well-positioned to support success and to reduce the drop-out rate. In addition, grantees will collaborate to advocate for effectively engaging immigrant youth/families at enrollment, and to identify potential new program options and expansions to address the unique needs of older ELLs and students with interrupted formal education (SIFE).

Successful applicant organizations will be expected to participate actively in the Education Collaborative. Grantees will be grassroots immigrant organizations that work with parents and students and are able to: regularly attend monthly Collaborative meetings and the annual retreat, participate in ongoing advocacy activities, such as: meetings, press opportunities, briefing elected officials, providing input and signing



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onto materials, conducting outreach in their community to gather on-the-ground information, mobilizing select parents/students/community members to support project goals and solicit feedback, ad hoc strategy sessions, and brief quarterly check-ins to measure progress.

Grantees will be asked to:

1. regularly attend monthly Collaborative meetings and the annual retreat;
2. participate in ongoing advocacy activities including meetings, press opportunities, ad hoc strategy sessions, and briefing elected officials;
3. provide input and sign onto materials;
4. conduct outreach in their community to gather on-the-ground information and solicit feedback;
5. mobilize select parents/students/community members to support project goals; and
6. participate in brief quarterly check-ins to measure progress.

FUNDING PURPOSE

Selected groups will receive a grant of \$2,500-\$6,000 for the grant term of March 2019-December 2019. Grants will be made in two installments, with the first payment delivered upon execution of the Memorandum of Understanding and the second after receipt of a brief final report.

Grants may be used to support staff and other costs directly related to these activities.

MINIMUM ELIGIBILITY REQUIREMENT

This RFP is open to current NYIC member organizations or organizations in the process of applying for NYIC membership at the time of submission of this RFP and have paid the applicable membership dues. ([Please click here for membership information.](#)) Selected organizations must also be 501(c)(3) organizations or have fiscal sponsors that have 501(c)(3) status. If you are unsure about your organization's membership status, please contact membership@nyic.org.



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SELECTION CRITERIA

We invite NYIC member organizations with a track record of providing services to targeted communities, and will use the following evaluation criteria:

- Organizational capacity to conduct proposed activities;
- Organizational track record for doing similar work; and,
- Cultural competence and experience with the targeted community/ies.

The Selection Committee is committed to ensuring that selected grantees serve community members that represent the diversity of New York City's immigrants.

Proposals will be reviewed based on:

1. an organization's ability to engage in the above-described activities; and
2. the extent to which they are able to engage select parents and community members to support this work.

GUIDELINES FOR PROPOSALS

Part 1

Proposal Narrative: Please provide as briefly and clearly as possible **in 3 pages or fewer** the following requested information in the major work areas for successful grantees.

1. **Organizational Background:** Please briefly describe the population that you work with, how you work with students, parents or educational issues. Please note whether your work is focused on a particular school level or age range (e.g. high school) and whether your organization has staff who have language competencies other than English. In this section, please also note your organization's direct experience engaging with Family Welcome Centers, whether through the Collaborative or outside of it.
2. **Experience and Participation in Collaborative Advocacy:** Successful applicants will undertake activities mentioned above. Please briefly state which activities of those mentioned above (under "Grantees will be asked to") that the organization will commit to in support of the Education Collaborative's work. Note any expertise your organization has with any of the activities outlined above. Please note any previous experience you have with education advocacy, with the



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NYIC's Education Collaborative, or other organizations involved in education reform, and your expertise in working with immigrant students and/or parents through this work.

3. Engaging Parents and Students: Please briefly state your ability to get input from parents and students in the community on issues they have faced relevant to the Collaborative's work. Please describe your capacity to bring parents/community members together for training on the school enrollment process and to provide input into the campaign, and/or to attend key events.

Part 2

Organizational Capacity: It is vital to the continuity of the Collaborative's work that grantees are able to commit a consistent staff person to attend official NYIC business. Please specify a staffing plan for how you will carry out proposed activities for this project, including who will participate in Collaborative meetings. Please indicate whether the organizer/representative will be able to make commitments on behalf of the organization and be familiar with the work and the Organization's involvement, or what process the staff person must go through to get organizational commitments, if they are unable to do so up front.

A brief bulleted final report will be due on Dec 1, 2019.

CONTACT INFORMATION

For more information about the project deliverables under this RFP, please contact Kim Sykes at ksykes@nyic.org. For more information about eligibility to apply for this RFP, please contact membership@nyic.org.