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## Southcoast Climate Change Challenge – Request for Proposals

### I. Purpose:

*SEEAL (The Southeastern Environmental Education Alliance)*, under the auspices of the *Community Foundation of Southeastern Massachusetts*, has grants available for climate change education and related projects that benefit Southcoast Massachusetts. Non-profits, schools, and service agencies in collaboration, are eligible to receive the grants.

### II. Eligibility & Grant Amount:

All projects must:

- 1) Benefit Southcoast Massachusetts
- 2) Include an educational component
- 3) Address the reduction of fossil fuel use and greenhouse gas emissions

Preference will be given to projects that are:

- 1) Collaboratively planned and led
- 2) Easily replicable and transferrable to other groups, towns, and regions
- 3) Influential in leading to actual behavioral change of Southcoast residents.

Applicants can apply for grants up to \$5,000. Collaborations between non-profits, schools, businesses, service agencies, and/or community groups are encouraged to apply. State registered non-profits such as organizations with a 501(c)(3) status are required to be the lead applicant. *Minority and/or Women Business Enterprises (MBE, WBE) are highly encouraged to apply.*

Individuals may not apply.

### III. Grant Timeline:

Application deadline is October 29, 2009. Grants will be awarded in January 2010. The project must end no later than November 15<sup>th</sup>, 2010. Two thirds of the grant will be given at grant start date, upon signature of the grant's terms and conditions, and the remainder will be awarded upon receipt of the (provided) final report and other fulfilled reporting and media requirements. See section V.

#### IV. Application Process:

The application should be in Times New Roman, font-size 12, and have one inch margins on all sides. Incomplete proposals, or those that do not meet the criteria set forth in this Request for Proposals, will not be considered. The 4-page application must be submitted electronically, and include specifically:

- 1) Two-page cover page, downloadable from [www.seeal.org](http://www.seeal.org),
- 2) One-page narrative summary of the project which should include at least:
  - a. Project Timeline
  - b. Name & mission of organization or group
  - c. Project description
  - d. Target audience and number of people to be reached
  - e. Evaluation criteria
- 3) One-page detailed, itemized budget for project expenses. Please also note the annual budget for your organization, as well as any project in-kind contributions.

Please submit both one paper proposal and one electronic proposal. no later than 4:00 p.m., on October 29<sup>th</sup>, 2009. The paper copy should arrive to the Community Foundation office, at 63 Union Street, New Bedford, MA 02790, and the electronic copy should be emailed as an attachment to [kkirk@seeal.org](mailto:kkirk@seeal.org) AND [jmarshall@seeal.org](mailto:jmarshall@seeal.org). If you will need assistance to submit an electronic proposal, contact [kkirk@seeal.org](mailto:kkirk@seeal.org), no later than October 15<sup>th</sup>, 2009.

#### V. Report and Media Requirements:

At the end of the project, a final report, which will be provided, must be submitted to describe qualitative and quantifiable grant outcomes and evaluation results. During the life of the grant, awardees are required to distribute at least one press release to publicize the grant's efforts. Photos must also be submitted with final report which will be displayed on SEEAL's website. This press release (and all related media and project information) must include this statement:

*This project was made possible in part by the Southeastern Environmental Education Alliance (SEEAL), a Fund of the Community Foundation of Southeastern Massachusetts.*

Logos will be provided upon request.

#### VI. For Materials, Questions, and Electronic Proposal Submittal:

Katie Kirk, Interim SEEAL Coordinator

[www.seeal.org](http://www.seeal.org)

[kkirk@seeal.org](mailto:kkirk@seeal.org) For Submittal, also please Cc' [jmarshall@seeal.org](mailto:jmarshall@seeal.org)

508-996-8253 (ext. 206)

Deadline: October 29<sup>th</sup>, 2009, 4:00 p.m.