Public Design Impact Initiative 2017 | Request for Proposals

The Public Design Impact Initiative (PDII) is a Request for Proposal program inviting project proposals from nonprofit and community groups to match with local design professional services. This program, funded by buildingcommunityWORKSHOP ([bc]), guides selected projects through a community-engaged design process and builds partnerships between communities and designers that build the knowledge and experience of both to better serve others.

[bc] is inviting community groups and nonprofit organizations in the Rio Grande Valley to submit design project proposals to be matched with local design professionals and receive pro-bono architecture, planning and/or design services. Up to 2 proposals will be accepted for the 2017 Request for Proposals. Recipients will receive pro-bono professional design/planning services grant from [bc] and local Design Partners to complete the proposed project.

**Eligibility**

All RGV-based community and nonprofit groups (including nonprofit organizations, neighborhood associations, school PTA groups, etc.) are invited to submit Project Proposals. Applicants must be made up of a group of three or more individuals and should be both located within the RGV area. Proposed projects must also be located in the RGV and address issues related to colonias.

Proposals are welcome from all not-for-profit groups, from large and established nonprofit organizations to small/less formal community groups, regardless of the scale or scope of work.

**Selection Criteria**

Once all proposals are received they will be reviewed by a jury that includes representatives of the local, Rio Grande Valley nonprofit and design community. Selected project proposals will be notified in **March of 2017.**

Preference will be given to:

* Community and nonprofit groups that cannot typically access design resources or services.
* Project proposals that directly address issues facing colonias and rural communities.

The jury will select project proposals based on the following criteria:

* A clearly defined scope of work that can feasibly be completed in a 4-6 month timeframe.
* The level of urgency of the project and its associated risks of the project proposal.
* The timeliness and relevance of the issue(s) being addressed in the project proposal.
* Apparent readiness of the applicant nonprofit / community group to begin work.
* The likelihood of the applicant, the design partner(s), and the community will benefit from the work.

Proposals must be for a specific project that addresses a stated issue/need that exists in the RGV. Selection of projects will be based on greatest benefit to organizations working in colonias, and to colonia residents and communities.

Public Design Impact Initiative 2017 | Project Proposal Form

Project Proposals must include the information and supporting documents requested in Parts 1-4 below. You can submit your Project Proposal online at <https://bcworkshop.typeform.com/to/o41qZl> via email as a pdf file to elaine@bcworkshop.org, or via mail to 609 East 11th Street, Brownsville, TX 78520. You can find more information at [bcworkshop.org/pdii](http://bcworkshop.org/pdii). The deadline to complete and submit this form is Thursday, February 2nd, 2017.

Part 1: CONTACT INFORMATION

1. Your name. Include your first and last name. This person should be your organization/group’s primary contact person.
2. Name of your organization or group.
3. Your address. City. State. Zip Code.
4. Your email address.
5. Your phone number. This is optional.
6. Your organization or group’s website. This is optional.

Part 2: PROJECT PROPOSAL

1. Describe the project you would like to propose. Please keep your response to 200 words or less.
2. What need does this project address in your community? Please keep your response to 150 words or less.
3. How much will this project cost? If the proposed project has an existing budget, please include it here. When creating a budget consider the total costs of materials, labor, and/or equipment the project might require.
4. What will this project achieve? This is optional. Please keep your response to 150 words or less.
5. Are there any deadlines associated with this project? This is optional. If yes, please list the date or dates.
6. How will you determine if the project is a success? This is optional. Please keep your response to 150 words or less.

Part 3: ORGANIZATION/GROUP PROFILE

1. What does your organization/group do? Please keep your response to 150 words or less.
2. Describe the geographic area in which you work. Please keep your response to 150 words or less.
3. What year was your organization/group established?
4. What are some major accomplishments/milestones reached by your organization/group in the last 3 years? This is optional. Please keep your response to 150 words or less.
5. How many staff does your organization/group have?
6. How many members does your organization/group have? If applicable.
7. What is your annual operating budget? This is optional. An estimate is fine.

Part 4: LETTERS OF SUPPORT OR SAMPLES OF WORK

To complete the application, submit the following documents: 2 Letters of Support OR 2 Samples of Work, in pdf format. These documents are to illustrate that you are actively working to achieve your organization or group goals.

A Letter of Support must be written by an individual outside of the organization or group. A Sample of Work must show examples of completed projects or ongoing programs run by the organization or group submitting the Project Proposal. We encourage including both images and written descriptions of the work.

Both documents should be formatted on 8.5 x 11 (letter) paper, cannot exceed a total of five pages in length. If you are submitting your Project Proposal online or by email, these documents should be submitted as pdf files, and should not exceed 10MB.

Submitting a Project Proposal

To submit via email:

Send your completed Project Proposal as a PDF document to elaine@bcworkshop.org. Include “PDII Project Proposal” in the subject line.

To submit a project proposal via mail:

Send a copy of your completed Project Proposal to the address below. You will be notified when your submission has been received using the email address provided in Part I of your Project Proposal. Mailed copies must be received by Thursday, February 2nd, 2017.

 Attn: Public Design Impact Initiative

 bcWORKSHOP

 609 E. 11th St.

 Brownsville, TX 78520