



OPEN BUFFALO



Request for Proposals (RFP)

Funding for the Future: Grant Writing and Capital Campaign Support

**Issued
April 19, 2024**

**Proposal Deadline
May 3, 2024, 5 p.m.**

Funding for the Future

Background

Open Buffalo, Inc. is a 501c3 nonprofit organization established in 2014 that is poised for growth in the coming years.

This growth is strategically planned to stem from expanded programming as well as through the construction of the Open Buffalo Urban Ecology Campus. Both of these mechanisms will solidify Open Buffalo as not only a leader that builds community and individual power from the ground up, but also as a leader in ecological justice for communities that have been historically marginalized through systemic oppression, disinvestment, and extractive practices.

Mission

Our mission is to advance racial, economic, and ecological justice. We do so through skill building, network connecting, and activating leadership opportunities. Our goal is for all communities in Western New York to thrive free from discrimination and poverty.

Vision

People directly experiencing systemic challenges and inequities that we aim to address will always have a voice in identifying the problems and developing the solutions. An empowered democratic society is key to a joyful, culturally rich community and sustainable planet.

What we do

At Open Buffalo, we believe our role is to create an empowered democratic society by training individuals in how to identify problems and create solutions in public policy and public systems. We accomplish this through two categories of programming: Leadership Development and Advocacy & Organizing.

Open Buffalo's core programs include Emerging Leaders, Youth Action, Race Power & Privilege training, and eco-justice initiatives. Additional information can be found at www.openbuffalo.org



Opportunity

We are seeking creative and dynamic proposals to help support Open Buffalo's unique funding challenges and opportunities. Successful proposals will outline a vision and plan to sustain the programs of Open Buffalo with an annual budget of approximately \$1,500,000 as well as a plan to meet the demands of the \$25,000,000 capital campaign to support the Open Buffalo Urban Ecology Campus. This RFP welcomes proposals from qualified grant writers or grant writing firms to develop a holistic fund development plan that includes, grant identification, and grant writing.

Funding for the Future Goals:

1. Effectively collaborate with Open Buffalo leadership team to understand the short- and long-term funding needs of the organization.
2. Develop a grant development timeline and plan for the Open Buffalo Ecology Campus Capital Campaign.
3. Research funding opportunities offered by private foundations, government entities, and corporations.
4. Evaluate funding opportunities to determine alignment with organization mission, vision, and values.
5. Create an opportunities database that tracks opportunities, evaluation, and actions taken.
6. Prepare responses related to requests for letters of inquiry and/or full grant applications.
7. Follow up on submitted applications as necessary.
8. Coordinate transfer of all submitted applications, written decisions, and other documentation with Open Buffalo designate.



Volume Goals

The chosen individual or firm will be able to substantiate in their proposal monthly targets pertaining to:

- Number of opportunities to pre-qualify and present to leadership.
- Number of grant proposals to for submission.

Open Buffalo understands that there are many factors that could affect determining appropriate targets.

Revenue Goals & Parameters

Revenue is the critical outcome of the partnership. Therefore, the following revenue goals are sought for this engagement:

- Operational funding goal is \$250,000 to be used for general operations.
- Programmatic funding goal is \$500,000 to be used for program capacity and delivery.
- Capital campaign funding goal is \$25,000,000.
- Multi-year grants strongly desired.

It is understood that realized revenue may not necessarily be within the term of the partnership.

Submission Requirements

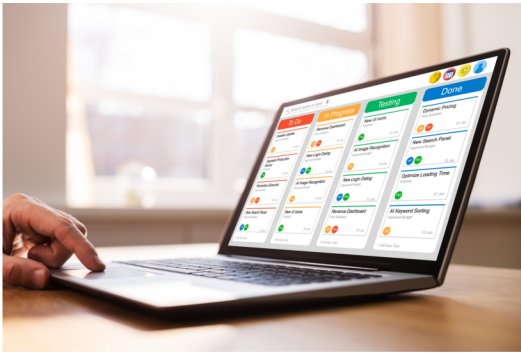
Submissions should speak to the firm's organizational capacity to meet tight deadlines from new and emergent opportunities.

Proposal in PDF format with special focus on methodologies, client communications, fee schedule/terms.

In addition:

- Summary of qualifications including experience working with nonprofit organizations and organizations working with underserved communities.
- Resume (principal and associated team members).
- Abstracts of four successful outcomes (2 operational, 1 programmatic, 1 capital).
- References for three clients (within last five years).

Selection Schedule



- Publication of Request for Proposals - Friday, April 19, 2024
- Open Inquiries - Monday, April 22, 2024 through Thursday, May 2, 2024
- Response submission deadline - Friday, May 3, 2024
- Preliminary review - May 6 and May 7, 2024
- Selection of finalists - May 8, 2024
- In-person meetings at Open Buffalo - Week of May 13, 2024
- Final selection - May 17, 2024
- Contract and execution - June 3, 2024
- Term - June 3, 2024 through June 2, 2025 (1 year)

Contact for Open Inquiries & Submissions

Todd Geise
Director of Administration
todd@openbuffalo.org
716.243.8777 x104 (office)
716.913.1911 (mobile)

Submissions

All submissions must be received by email no later than 5 p.m. (EDT) on Friday, May 3, 2024



Equal Opportunity

Open Buffalo values diversity and inclusion throughout our city and within our organization. People of color, women, LGBTQ+ individuals, people with disabilities, and formerly incarcerated people are encouraged to respond.

Qualifications

- Demonstrated experience in grant identification, research, writing, and application.
- Experience with national philanthropy supporting racial, economic and climate justice programming.
- Experience with state and national grants, agencies and funding sources. private foundations at the national level, government agencies, and corporations.
- Demonstrable success rate of at least 55% for capital campaign applications.
- Demonstrable success rate of at least 65% for operations and programmatic applications.

Budget & Term

Open Buffalo's planned budget for this engagement is not to exceed \$60,000 for a term of 12 months.

All submissions should include a proposed invoicing schedule.



Thank you!

Open Buffalo, Inc.
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www.openbuffalo.org