

2023

Community Give-Back Project Application

I. INTRODUCTION

Leadership Pensacola (LeaP) is currently soliciting project proposals from or in partnership with Chamber member community 501(c)(3) organizations to engage the 2022 - 2023 LeaP Class in assisting in the completion of new or existing initiatives. The structure of the project is a collaborative effort between the community organization and the 2023 LeaP Class Members. The project proposal should identify a specific need, offer suggestions for volunteer service time and leverage local opportunities to advocate on behalf of the initiative or organization.

After initial review of each application, the class will identify finalists which will be invited to present before the class during the **August 5** class retreat weekend. Applicants will be notified of the final class project selection no later than **August 8, 2022**. Community projects must be completed by **April 28, 2023**.

To be considered, please submit this application and required attachments as a single .pdf file via email by **June 30, 2022 at 5 p.m.** to **Jessica Simpson at leap@pensacolachamber.com**.

II. CONTACT INFORMATION

Date of Proposal Submitted:

Organization or Partner Organization’s Information

Legal Name:
Website:
Address:
Mission/Vision Statement:

Primary Contact/Project Manager:
Title:
Phone:
Email Address:

Secondary Contact (if applicable):
Title:
Phone:
Email Address:

1. Is the organization a member of the Greater Pensacola Chamber? Yes No

III. PROPOSAL

You may attach answers to this section on separate page.

1. In 500 words or less, please explain your project proposal and include a discussion of the scope, anticipated impact and success of this project.
2. In three sentences or less, summarize who this project will impact and how it will do that.
3. How do you anticipate the Leadership Pensacola project team will engage in volunteering? State the estimated number of volunteer hours.
4. What is your organizations plan to maintain the project after the LeaP class involvement?

IV. BUDGET

You may attach answers to this section on separate page.

1. State the total cost you believe necessary to accomplish the proposed project, including in your calculation cash and in-kind resources.
2. Do you anticipate that the Leadership Pensacola project team will need to engage in fundraising? *Note: The class will not be expected to raise more than \$15,000.*
3. Do you anticipate that the Organization will be able to provide financial support to the Leadership Pensacola project team for the completion of the project? If so, in what amount?

***Note:** Leadership Pensacola project donations will be accounted for by the Pensacola Chamber Foundation. The Chamber will work with each organization to provide updates of financial progress to the LeaP Project Team assigned to your organization. Any invoices for services or supplies must be sent to the Chamber LeaP Program Specialist for approval.*

V. FINANCIAL POSITION

Please attach a copy of your Organization's or the partnering Organization's:

1. IRS determination confirming 501(c)(3) status

***Note:** If this cannot be accomplished, please upload a brief statement of explanation.*

VI. CONCLUDING CHECKLIST & CERTIFICATION

- I have completed this application in full, providing all information requested.
- I have attached the IRS determination confirming the Organization's 501(c)(3) status.

- I have attached a statement of the project proposal, which does not exceed 500 words.
- I have attached a copy of the total project budget.

VII. DISCLAIMERS:

LeaP, the Greater Pensacola Chamber (GPC) and its Foundation have put forth this Request for Proposals in good faith based upon the performance of past LeaP Class Projects. LeaP and the GPC make no representations or guarantees of similar performance by this year’s class. Participating nonprofits agree to hold LeaP and the GPC harmless in the event that this year’s Class Project does not meet stated goals and objectives. Participating nonprofits agree to dedicate one staff liaison to attend meetings and be accessible from beginning to end of project execution.

LeaP and the GPC reserve the sole right to determine appropriateness of proposed projects, and, if circumstances should warrant it, to cancel the Class Project or request modifications to the Project should issues of appropriateness or feasibility arise at any time during the selection or execution of the Project.

I, the undersigned, _____ hereby certify that I have prepared and/or reviewed this application, as well as the attached statement of the project proposal, and that the information contained in these documents is true and accurate to the best of my knowledge, information, and belief.

Signature _____
Date

Company _____
Title

VIII. SUBMISSION INSTRUCTIONS

Submit the completed application, with all requested documents, in PDF FORMAT VIA EMAIL BY 5:00 PM ON THURSDAY, JUNE 30, 2022, to Jessica Simpson at leap@pensacolachamber.com.

Note: For questions contact Jessica Simpson, the Chamber’s Leadership Pensacola Program Specialist, at leap@pensacolachamber.com