



## CALL FOR PROJECT PROPOSALS

The Executive Academy (formerly known as Dynamic Leadership Wilson) is a program of the Wilson Chamber of Commerce that introduces mid- and senior-level executives from area organizations to dynamics that make our community unique. One of the requirements of this program is for class participants to work cooperatively to complete a community service project. Recently completed past projects have included:

- Raising funds for the expansion of a shelter for homeless families.
- The construction and distribution of 'little lending libraries' throughout Wilson.
- A bathroom renovation for a nonprofit facility.
- Installation and upfit of playground equipment at a public elementary school.
- Funding and coordination of a field trip to the NC Zoo for a local childcare center.

In an effort to narrow the scope of potential projects and provide enhanced value to members of the chamber in the nonprofit and government sectors, we are inviting project proposals to be submitted from eligible organizations in our community.

Only ONE project per year will be selected. Preference will be given to applicants who have not been beneficiaries of Executive Academy or Dynamic Leadership projects in the past, however, repeat submissions are encouraged.

Deadline to submit: **September 1**. Notification of project selection will be made by **October 1**.

Submit proposals to: Wilson Chamber of Commerce, RE: Executive Academy Project, 200 Nash St NE, Wilson NC 27893

### Project Submission Requirements

\*\*\*Only projects submitted by nonprofit members – including governmental organizations – of the Wilson Chamber of Commerce are eligible for consideration.\*\*\*

Proposal must not exceed four single-sided pages in length, single-spaced.

Proposal must include a statement describing the mission or vision of the organization submitting the proposal and assign a 'project liaison' who will serve as a primary point of contact for the Executive Academy throughout the duration of the project. Include a name, phone number, and email address for the liaison.

Include a detailed narrative of the proposed project and describe how the project will directly help advance the mission of the organization making the request. The project must be able to be reasonably completed by a team of 12-20 volunteers within 6-8 months. Projects which imply perpetual maintenance by members of the class beyond their graduation date (June 30 of the year following submission) WILL NOT BE CONSIDERED.

Total cost of the project (including in-kind services) should not exceed \$5,000. Include a detailed budget of anticipated expenses. Any funds raised by the class that exceed the amount proposed in the budget will be deposited with the Wilson Commerce Foundation and used to support its charitable goals.

### Selection Process

Submissions received by the Chamber will be culled to a reviewable number (typically 3-5) administratively, based on their ability to meet submission requirements, scope of community and organizational impact, and creativity. Submission finalists will be reviewed by the class, who will make a selection based on popular consensus.