



2017

Press Release

FOR IMMEDIATE RELEASE

For more information contact:

Nicole Morrstell, Director

570.342.7711

nmorrstell@scrantonchamber.com

www.leadershiplackawanna.com

**Non-Profits and Community Groups Invited to Apply for
a Leadership Lackawanna Service Project**

SCRANTON, PA – Area non-profit organizations are invited to submit a Request For Proposals (RFP) to Leadership Lackawanna for implementation as a class community service projects. The Leadership Lackawanna organization will select multiple projects for the incoming class to work on throughout the program year (October 2017 through June 2018). This year also marks the 35th anniversary of the Leadership Lackawanna organization. To honor this occasion, four projects will be selected.

For nonprofit organizations and community groups, this invitation to submit a RFP presents an opportunity to use the services of a talented team (approx. eight-ten individuals) of professionals. The group can help you with a project you have had in mind, but lacked the human resources to accomplish. At the same time, you can expose a group of established and emerging leaders to your organization's mission and goals. This is a mutually beneficial experience for your agency and these emerging professionals.

Past projects have included: renovations to the Electric City Trolley Museum Association's "Bay 4", the creation of a pre-teen/teenager room at the Nancy K. Holmes Public Library, the restoration of Hanlon's Grove inside Nay Aug Park, the creation of an online, webgame for the Lackawanna Historical Society and an online database of historic buildings for the City of Scranton.

Projects must have a reasonable scope and budget and cannot include capital campaigns or raising large sums of money.

For more information on submitting a proposal to Leadership Lackawanna, visit

www.leadershiplackawanna.com. Questions may be directed to Leadership Lackawanna director, Nicole Morrstell at (570) 342-7711 or nMorrstell@scrantonchamber.com. **The deadline to submit is Thursday, August 18, 2017.**

ABOUT LEADERSHIP LACKAWANNA

The 10-month Leadership Lackawanna Core Program fosters the development of community leaders by providing participants with leadership, interpersonal and managerial skills and an enhanced understanding of the issues and topics relevant to the Greater Scranton area. Each year, as part of the program curriculum, participants are required to work on community service projects. Group projects build teamwork skills, develop resourcefulness and engender a sense of accomplishment through the impact they have on the community. They also help transfer class room learning to the real world. All projects must have an impact on the community and address a need.

Leadership Lackawanna is northeastern Pennsylvania's premier community leadership and professional development program. Its three areas – Core, Executive, and Tomorrow's Leaders Today – enhance the skills and knowledge of emerging and advanced professionals, enabling them to better serve in their organization and communities. Established in 1982, Leadership Lackawanna has graduated more than 2,000 community leaders. To learn more, go to www.leadershiplackawanna.com or call (570) 342-7711.

###



Request For Proposal (RFP)

for Leadership Lackawanna (LL) Core Program Class of 2017-2018 Community Service Projects

Deadline: August 18, 2017

Note: If proposal is selected, a representative from your organization, preferably the liaison that will be working with the group throughout the year, MUST attend a mandatory training on Thursday, October 12, 2017 and Thursday, December 14, 2017.

PART I — Organizational Information

Organization Name: _____

Address: _____

City, State, Zip: _____

Fax: _____ Website: _____

Chairman of the Board Name: _____

Executive Director Name: _____

Organization's Mission: _____

Contact Person Name: _____

*(Organizations **MUST** identify a staff person who will serve as the liaison to the group. This representative must be accessible throughout the project and on **October 12 and December 14.**)*

Title: _____

Phone: _____ E-mail: _____

Do you agree to commit the time to support the efforts of the LL group? Yes No

(As a benefiting organization of a LL project, you agree to provide the necessary support and resources required to successfully complete the project. Groups are to meet early on with their benefiting organization to fully understand the scope and outcomes of the project. After identifying mutually agreed upon terms for the project and reviewing this proposal, both parties should sign, date and keep a copy. This will serve as a project "contract" and allow parties involved to stay on track. It is imperative that all parties be totally committed to the project.)

PART II – Project Information

1. Please provide a brief description of your organization.
2. Please provide a full description of your proposed project. Specifically, what will the Leadership Lackawanna Team be responsible for? What will they create or complete? What tasks and skills are necessary to complete the project? Note: projects are more than a good community service project; they must encompass organizational, leadership and networking skills. Attachments, links, and other relevant information should be included in an appendix.
3. Is this a new project or will this project support something that already exists? Please elaborate.
4. Where did this project/idea originate from? Who is the driving force behind it? (Board of Directors, staff, a few part-time volunteers, etc.)
5. Are there outside groups/organizations willing to donate, assist with or complete this project?
6. What is the timeline, including deadline, for this project? (Note: Project scope can only be 6-8 months long. Projects must be completed by early June.)
7. Is there currently funding/grant money/existing sponsors available to support or augment this project? If so, please elaborate. Leadership Lackawanna does not raise money, we foster community development by completing projects.
8. Please provide a draft budget for this project.
9. How does the organization plan to use the project results and/or sustain the LL group's efforts? For instance, what are the next project steps? What are the long term goals associated with this project?
10. What other information can you share regarding the project and time commitment needed to complete the project (i.e., work week or weekend meetings, time required on-site versus working remotely, or resources required)?
11. Additional comments.

Signatures:

Chairman of the Board: _____ Date: _____

Executive Director: _____ Date: _____

Contact Person: _____ Date: _____

-----**TO BE FILLED OUT ONLY IF RFP IS SELECTED**-----

I have reviewed and discussed this RFP to the best of my ability. I have read and fully understand the Group Project Guidelines. I am committed to working with all necessary parties involved. I wish to ensure a productive relationship between the benefiting organization, LL members and project advisors. I am committed to having a successful project.

Organization Contact Person, Printed Name: _____
Signature: _____ Date: _____

Advisor, Printed Name: _____
Signature: _____ Date: _____

Advisor, Printed Name: _____
Signature: _____ Date: _____

Advisor, Printed Name: _____
Signature: _____ Date: _____

LL Participant, Printed Name: _____
Signature: _____ Date: _____

LL Participant, Printed Name: _____
Signature: _____ Date: _____

LL Participant, Printed Name: _____
Signature: _____ Date: _____

LL Participant, Printed Name: _____
Signature: _____ Date: _____

LL Participant, Printed Name: _____
Signature: _____ Date: _____

LL Participant, Printed Name: _____
Signature: _____ Date: _____

LL Participant, Printed Name: _____
Signature: _____ Date: _____

LL Participant, Printed Name: _____
Signature: _____ Date: _____

LL Participant, Printed Name: _____
Signature: _____ Date: _____

LL Participant, Printed Name: _____
Signature: _____ Date: _____

LL Participant, Printed Name: _____
Signature: _____ Date: _____

LL Participant, Printed Name: _____
Signature: _____ Date: _____

LL Participant, Printed Name: _____
Signature: _____ Date: _____