



## 2017 MISSION-RELATED INVESTMENT REQUEST FOR PROPOSALS

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### MRI RFP Format and Requirements

**Please Note:** We request a cover sheet, proposal narrative, and supporting documents.

**Instructions:**

- ✓ Please visit [our website](#) to review [funding guidelines](#), [resources](#) that informed development of our Just for Kids Theory of Change and [Frequently Asked Questions](#).
- ✓ Please answer all questions, and do not include any materials other than those specifically requested.
- ✓ Please submit all proposal materials electronically to [apply@deaconess.org](mailto:apply@deaconess.org) by 11:59pm CT on **September 18, 2017**. Applicants will be notified in November 2017.
- ✓ Please include the name of the funding opportunity for which you are applying and your organization's name in the subject line of your email submission. *For example: "SUBJECT: Mission-Related Investment – Coalition for Educational Justice"*

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- I. Please complete the **Mission-Related Investment Application Cover Page** attached to this document.
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II. **Application Narrative**

Please submit a narrative describing how the requested capital investment will expand your organization's capacity while also strengthening the community in alignment with Deaconess policy priorities to advance child well-being in the St. Louis metropolitan region. Proposals that do not follow these guidelines will not be considered for investment.

In the narrative of **no more than four (4) double-spaced pages**, please describe your capital request by addressing the following:

**✚ Organizational Excellence**

- ✓ How will the requested capital investment expand your organization's capacity or further your organizational goals?
- ✓ What strategic partners or stakeholders are you engaging with on this effort? Include any ways that your organization strives to incorporate the perspective of the communities you serve.

**✚ Impact and Alignment**

- ✓ How will the requested capital investment provide social returns by strengthening the community in alignment with one or more of the Deaconess policy priorities?
- ✓ How will you measure financial and social performance for this investment?



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### **✦ Racial equity, diversity and inclusion**

- ✓ Please provide the racial/ethnic and gender demographics of your organization's staff and board.
- ✓ How do your organization's efforts serve and/or impact different racial/ethnic groups? Children/youth?
- ✓ How are the racial/ethnic groups most affected by your efforts represented in your organization's work?

### **✦ Financial Strength and Sustainability**

- ✓ Describe the requested investment, including your business plan and timeline. Please include any risks and plans for risk mitigation.
  - ✓ What is your organization's track record of, and qualifications to manage and repay a loan?
  - ✓ Describe your organization's capacity to repay the loan including expected revenues, operating reserves, or other financial resources to be used for repayment.
  - ✓ What potential financing or other resources will be attracted to support your effort?
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### **III. Financial and Supporting Documents**

Please include the following supporting documents with your application:

- ✓ Itemized FY 2017 Operating Budget (with actual expenses and revenues)
  - ✓ Last three years' audited financial statements or IRS Form 990s
  - ✓ IRS Determination Letter
  - ✓ One Paragraph Biographies for Each Senior Staff Member
  - ✓ List of Current Board Members with their Professional Affiliations
  - ✓ Supplemental materials demonstrating organizational and financial strength, readiness for borrowing and repayment of the investment, and efforts in alignment with Deaconess policy priorities (i.e. theory of change, business model, strategic plan, articles, etc.)
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**For more information, please contact:**

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## 2017 MISSION-RELATED INVESTMENT REQUEST FOR PROPOSALS

### MISSION-RELATED INVESTMENT APPLICATION COVER PAGE

Application Date:		EIN #:		Organizational Website:		
Applicant's Legal Name (as shown on IRS Letter of Determination):			Doing Business As (if different from legal name):			
Address:						
City:			State:		Zip Code:	
Telephone #:			Fax #:			
Executive Director/CEO: <small>(Please include prefix and title)</small>			Phone #:			
			Email Address:			
Main Contact for Proposal: <small>(Please include prefix and title)</small>			Phone #:			
			Email Address:			
Deaconess Policy Priority Advanced:	<input type="checkbox"/> Early Childhood Education	<input type="checkbox"/> Justice & Equity for Youth	<input type="checkbox"/> Comprehensive Healthcare	<input type="checkbox"/> Family Economic Mobility		
Project/Initiative Name:						
Project Time Period:		Amount Requested: (\$100,000-\$500,000)	\$	Current Annual Org. Budget	\$	Date funds needed:
<b>Proposal Summary - In 150 words or less, provide a summary of your capital request defining how your effort will advance child well-being and the impact you expect to achieve with the requested investment.</b>						



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<b>Geographic Area(s) and Population(s) Impacted:</b>	(Describe the specific geographic areas and populations (e.g. regions, counties, municipalities, cities, communities, localities or neighborhoods AND ages, race/ethnicity, income level, population size, etc.) that will be impacted by, and benefit from, this capital request)
<b>Tax Exempt Status/IRS Designation:</b> (e.g. 501(c)(3), 501(c)(4), etc.)	
<b>Agreement</b> <i>I certify to the best of my knowledge, that all information included in this proposal is correct. The tax exempt status of this organization, or its fiscal agent, is still in effect. If a grant is awarded to this organization, then the proceeds of that grant will not be distributed or used to benefit any organization or individual supporting or engaged in unlawful activities. In compliance with the USA Patriot Act and other counterterrorism laws, I certify that all funds received from this funder will be used in compliance with all applicable anti-terrorist financing and asset control laws, statutes, and executive orders.</i>	

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**Signature, Executive Director**  
 (or authorizing official on behalf of the organization)

\_\_\_\_\_  
**Date**

### Reserved Rights

Deaconess Foundation reserves the right to: accept or reject any or all applications submitted; request additional information from any or all respondents; and contact respondents to ensure full understanding of and responsiveness to the solicitation requirements.