Grantmaking Strategies
Request for Proposals
Immigrant Integration Strategy:
Strengthening the Legal Services Infrastructure
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Introduction
During the past 18 months, Silicon Valley Community Foundation has gone through a comprehensive
process to identify a new set of grantmaking strategies that will respond to some of the most pressing
challenges facing our two-county region of San Mateo and Santa Clara counties. This process involved
identifying the key issues facing the region, conducting research, discovering best practices and seeking
community input through a series of conversations and an online survey.

After extensive discussions by the community foundation’s board of directors, five grantmaking strategies
were selected: Economic Security; Immigrant Integration; Education (Closing the Middle School
Achievement Gap); Regional Planning (Land Use and Transportation Planning) and a Community
Opportunity Fund focused on safety-net issues and innovative ideas. Research papers on each of the first
four targeted issues are located on our website at www.siliconvalleycf.org.

We are enthusiastic about these strategies and believe that by working together with others who share
these interests, we can have a transformative effect on our region. We value your work and look forward to
collaborative efforts to make this a better place for all the people that work and live in our region.

A series of Requests for Proposals, or RFPs, that address particular strategies will be available beginning in
fall 2008 through 2009.

RFP Eligibility Criteria
• San Mateo and/or Santa Clara County-serving organizations. Organizations headquartered outside the
two-county region must demonstrate significant service to the area.
• Organizations with a 501(c)(3) designation or those that have a fiscal sponsor with a 501(c)(3)
designation, public institutions or other entities that have a designated charitable purpose.
• Organizations that do not discriminate based on race, color, national origin, citizenship status, creed,
religion, religious affiliation, age, sex, marital status, sexual orientation, gender identity, disability,
veteran status or any other protected status under applicable law. If an organization only serves a specific
population, e.g., women, the community foundation will consider the proposal on a case-by-case basis.
• Organizations with religious affiliations will be considered for funding only if the project for which they
seek support attempts to address the needs of the wider community without regard to religious beliefs.

Project Proposal Characteristics
We are receptive to project proposals that:
• Are collaborative in nature and bring public and private partners together with nonprofit organizations.
• Propose changes in how program services are delivered.
• Include both well-tested models that can be scaled up or expanded regionally while maintaining local
relevance, and new pilots that if successful can be grown and replicated.
• Are concrete, practical and impactful.

What are not likely to be competitive are proposals that fail to demonstrate:
• Knowledge of the sector and its trends.
• Clarity of project rationale and approach.
• Clarity in identifying target population to be reached and justification for that focus.
• Benchmarks for measuring progress.
Silicon Valley Community Foundation is pleased to announce an RFP targeting strengthening the legal services infrastructure. By using an RFP approach, the community foundation aims to solicit the best thinking of nonprofit service providers, public sector agencies, research institutions and other entities serving San Mateo and Santa Clara Counties. We encourage you to read the community foundation’s research paper on immigrant integration in Silicon Valley to better understand our goals and objectives in this area. The deadline for responses to this RFP is Nov. 20, 2008.

Background
In Silicon Valley, one-third of our residents are immigrants, nearly half of our workforce is foreign born and close to two-thirds of those under the age of 18 are the children of immigrants. Given this demographic reality, a new social model of immigrant integration – one that promotes mutual benefits for immigrants and their receiving community and that allows newcomers enhanced civic participation and improved economic mobility – is critical.

Current thinking on immigrant integration supports not only the immigrant taking responsibility for the adaptation process, but also that the immigrant’s new home community, known as the receiving community, should also take responsibility for the adaptation process. This two-way model doesn’t place the entire burden on the individual, but rather emphasizes that both mainstream institutions and community members have important roles to play. The goals behind immigrant integration are for the individual immigrant to take responsibility and to be supported in order to be productive and contribute fully, and for the community to acknowledge the differences among community members and work toward becoming a cohesive whole.

How we move forward as a region and as a society depends on whether immigrants are educated, whether their families prosper and whether their communities find a civic voice.

Problem Statement
In the past decade, Silicon Valley has experienced rapid demographic change. Data from prior years and indicators from Census 2000 show that the best estimate of the number of immigrants in San Mateo and Santa Clara counties is nearly 800,000 out of an estimated total general population of 2.7 million. This is more than twice as many immigrants as any other two counties in the Bay Area. Of California’s 58 counties, only Los Angeles County and Orange County have more immigrants than Silicon Valley. However San Mateo and Santa Clara counties are both majority-minority counties, and have more Asian and Latino immigrants than any Bay Area community. In Santa Clara County, San José, the 10th largest city in the United States with a population of 925,000, is a majority-minority city and has more Vietnamese than any other city outside of Vietnam. In San Mateo County’s Daly City – one of four cities in the community foundation’s region with 100,000 or more residents – 55% of residents are foreign born.

A key challenge to immigrant integration is the inability of the receiving communities to understand and recognize immigrants as real and potential assets in the community rather than as liabilities. Conversely, newcomers may have cultural misunderstandings and misperceptions about their receiving community which may create barriers to integration and community building. Culture plays a significant role in defining our identity and worldview. For both the receiving community and immigrants, cultural interactions can occur anywhere and everywhere, such as the park, community center, school and grocery store. However, such positive interaction will not likely happen or be meaningful without programs that intentionally bring people from different cultural backgrounds together to establish trust and work together on common issues.

Eligible Projects
This RFP focuses on Strengthening the Legal Services Infrastructure. While we expect that most of the proposals funded will focus on program implementation, we also welcome requests for planning grants as stand-alone endeavors where a compelling case can be made for them. Note that successful planning
grant recipients are not guaranteed to receive an additional grant for project or program implementation, but such support may be awarded.

**Background of Strengthening the Legal Services Infrastructure**
Politics have temporarily stalled the debate on comprehensive immigration reform; however, we believe the community foundation can make a significant contribution to ensure that communities in San Mateo and Santa Clara counties are ready when broad reform becomes a reality.

Access to affordable and reliable immigration legal services provided by nonprofit community organizations will enable large numbers of immigrants to obtain legal status that can lead to better jobs, family unification, health care, increased educational opportunities for children and adults, and fuller participation in community life – the building blocks of strong communities and healthy societies.

To address the aforementioned issues, funding will be provided for legal service collaboratives that formalize information sharing, networking and legal relationships across and within San Mateo and Santa Clara counties. The community foundation is receptive to initial planning grants that allow possible collaborators to come together and explore the prioritization of unmet immigrant legal needs and build cross-county connections to assess legal staff capacities to meet difficult immigration matters. The community foundation also will provide implementation grants to established legal service provider partnerships that:
- Develop and sustain their efforts through training, technical assistance, case reviews, coordinated communication, screening, information and referrals and fund development activities.
- Maintain culturally competent baseline immigration legal services in the most needed immigrant communities.
- Help preserve the welfare of low-income immigrant children through legal representation.

An expected project outcome under this funding area is the expansion/addition of the number of Bureau of Immigration Appeals, accredited staff at each organization and/or partnership.

**Narrative Proposal Criteria: Implementation Grants**
Narrative proposals for implementation grants should be a maximum of eight typed pages, 12 point font and no less than one inch margins. Implementation grant proposals will be evaluated using the following criteria.
- Clarity of project description and project activities regarding steps to be taken to achieve desired outcomes.
- Ambitious yet achievable timeline that corresponds to the key activities.
- Number of people from targeted communities that benefit from activities is significant.
- Identified benchmarks and indicators of success that are meaningful and can be captured using qualitative and/or quantitative evaluation approaches.
- Project activities that make a significant contribution to content area knowledge and practice.
- Innovative and effective strategy with potential for systems change.
- Organizational capacity to implement project – including staffing and leadership, operational and fiscal management.
- Established track record in specific program content area or potential to achieve needed content expertise quickly and effectively/make use of prior experience to address problem statement/make a significant contribution to the content area.
- Ability to leverage financial, human, and technical resources leading to field building/expansion/greater impact than from sole project.
Review and Selection Process
• An advisory committee with issue expertise will help review all proposals recommended for funding to the community foundation’s board of directors.
• Applicants may receive a site visit, telephone call and/or other type of communication from community foundation staff as part of the proposal review process.
• Successful applicants will be informed of selection early in the first quarter of 2009.

Key dates:
Sept. 10, 2008: Release of RFP on Immigrant Integration: Strengthening the Legal Services Infrastructure

September-October 2008: Information sessions (Please visit our website or review Key Dates document for times, dates and locations.)

Nov. 20, 2008: Proposals deadline for Immigrant Integration: Strengthening the Legal Services Infrastructure

February 2009: Announcement of grant awards for Immigrant Integration: Strengthening the Legal Services Infrastructure

• Please note that project proposals may be posted publicly on our website to reflect our commitment to transparency and to encourage learning among grantees and future applicants as well as members of the community at large.

Evaluation and Monitoring and Grantee Learning Activities
• Grantees will be expected to meet the community foundation’s requirements for the submission of financial and narrative reports, including an interim progress report and/or presentation to community foundation staff and final report.
• In an effort to further the overall program goals of this RFP, inform future RFPs related to this topic and contribute to larger field-building objectives, grantees will be asked to participate in periodic meetings to share information on project activities and best practices, as well as participate in research-based evaluations.

Total Awards
Up to 15 successful applicants will receive grants in the range of $50,000-$250,000 for a minimum of one year; multi-year grants may be awarded in certain cases at the discretion of the community foundation.

Application Process
1) Review of reference materials:
   - Key Dates schedule
   - Grant Applicant FAQ sheet
   - Research papers relevant to the RFP topic
   - RFP

2) Participation in one information session is highly encouraged for those interested in responding to an RFP. These sessions will be held in various locations throughout the region. Please visit our website or see the Key Dates schedule for the best place and time for you to attend. Information on all RFPs will be covered in each information session.

To reserve your seat, please visit our website at www.siliconvalleycf.org and register online. For planning purposes, we ask that you complete your online registration no later than one week prior to the date of the specific RFP Information Session you would like to attend.
Only those organizations considering a response to an RFP should attend an information session. The sessions are not intended for those who are interested in a general discussion of the community foundation’s new funding strategies. We invite you to read the grantmaking research papers for more information about the specific strategies.

Follow-up phone consultations and in-person meetings will be available with community foundation staff as time permits.

3) Submission of proposal. Although we prefer proposals in electronic form, a hard copy will be accepted. All proposals must be received no later than Nov. 20, 2008.

About Planning Grants
Planning grants from Silicon Valley Community Foundation are intended to assist organizations to explore the feasibility of a new project that will respond to the community foundation’s RFP grantmaking strategies. Some examples may include: consideration of innovative new programs and service areas, collaborative undertakings and other promising opportunities that require additional exploration or research.

The community foundation will make a limited number of planning grants that correspond to the RFP strategies. For these types of grants, the community foundation is interested in projects that have potential for significant impact in the RFP priority areas and where planning activities are a necessary component for moving an issue forward. The community foundation will consider funding planning projects that:

• Are collaborative in nature and bring new public and private partners together to address the RFP strategies.
• Focus on planning that seeks to improve program service delivery.
• Will lead to projects that are concrete, practical and impactful.
• Propose to replicate a model that requires adaptation, but lacks the financial resources, skill sets or expertise to undertake a planning process without outside assistance.

The community foundation will not fund planning that is part of an organization’s or program’s ongoing activities. The community foundation recognizes that planning grant monies may be needed to retain outside professional assistance where multi-agency collaboration will be undertaken.

Narrative Proposal Criteria: Planning Grants
Narrative proposals for planning grants should be a maximum of eight typed pages, 12 point font and no less than one inch margins. Planning grant proposals will be evaluated using the following criteria:

• A rationale for why a planning grant is needed as a first step to meeting the objectives of the RFP.
• The principal focus and objectives of the proposed planning grant.
• Responsible planning grant personnel.
• Estimated timetable.
• Other sources of support for the proposal, if applicable.

Total Awards
The community foundation will award a limited number of planning grants. Each successful applicant will receive a grant up to $50,000 for a minimum of one year.
How to Apply for Implementation or Planning Grants
Submissions should include the following:
• Completed RFP Proposal Cover Sheet and answers to listed questions.
• Proposal narrative and other information pertinent to evaluating the proposal. The typed narrative should not exceed eight pages for implementation grants or for planning grants.
• Proposal attachments. Please include the following as separate attachments to the proposal:
  A. A detailed line-item budget for the project and a budget narrative.
  B. A copy of your organization’s current overall operating budget.
• Completed Application Checklist showing all documents being sent electronically or postmarked on Nov. 20, 2008.

Thank you very much for your interest in responding to this RFP and in making our region a better place. We look forward to reviewing your proposal.

APPLICATION CHECKLIST FOR IMPLEMENTATION AND PLANNING GRANTS

☐ Cover Sheet and Questions

☐ RFP Proposal Narrative to augment the Cover Sheet questions and describe your organization’s proposed project activities more fully
  - A maximum 8 pages, 12 point font, margins no less than 1” for implementation grants.
  - A maximum 8 pages, 12 point font, margins no less than 1” for planning grants.

Attachments: All attachments are required.

☐ Attachment A: A detailed line-item budget for the project

☐ Attachment B: A budget narrative for the project

☐ Attachment C: A copy of your organization’s current overall operating budget

☐ Attachment D: Most recent audit, if available

☐ Attachment E: Memoranda of Understanding from collaborative partners (if appropriate)

☐ Submit online at: http://www.siliconvalleycf.org/grantmaking-strategies
  OR one hard copy mailed to Silicon Valley Community Foundation’s headquarters
  2440 West El Camino Real, Suite 300
  Mountain View, California 94040

Submissions must be sent or postmarked no later than Nov. 20, 2008.

Thank you for your application.

If you have any questions, please call 650.450.5400 or email us at grants@siliconvalleycf.org
APPLICATION COVER SHEET
IMMIGRANT INTEGRATION STRATEGY:
STRENGTHENING THE LEGAL SERVICES INFRASTRUCTURE

SUBMIT ONLINE AT:
www.siliconvalleycf.org/grantmaking-strategies

OR

SUBMIT ONE HARD COPY TO:
Silicon Valley Community Foundation
2440 West El Camino Real #300
Mountain View, CA 94040
Telephone: 650.450.5400    Fax: 650.450.5453

*We prefer electronic submissions. If you have questions, please contact us at grants@siliconvalleycf.org

1. Organizational Information

• Date: _______________________

• Amount Requested: $____________________  Duration of project: _______________________

• Name of Institution/Organization: __________________________________________________________

• Address: ____________________________________________________________

• City/State/Zip: ____________________________________________________________

• Name and title of primary contact for proposal: _____________________________________________

• Phone: ___________________  Fax: ________________  Email address: ___________________________

• Executive Director of organization (if other than above):

  • Phone: ___________________  Fax: ________________  Email address: ___________________________

2. Geographic region served by the proposed project:

3. Mission of the organization:

4. Purpose of project:

5. Project objectives:

6. What is the demographic population that will be served by your project?

7. Significance of project: What impact do you hope to achieve? How will you know if you achieve it? (Please be specific.)

8. Why is this the right time for this project?

9. What experience does your organization have working in this area?

10. What is the most difficult aspect of this proposal that may affect your success?

11. Collaborative Partners/Agencies (if any):
ABOUT SILICON VALLEY COMMUNITY FOUNDATION

The vision of Silicon Valley Community Foundation is to be a comprehensive center for philanthropy that inspires greater civic participation throughout San Mateo and Santa Clara counties.

The mission of Silicon Valley Community Foundation is to strengthen the common good, improve quality of life and address the most challenging problems. We do this through visionary community leadership, world-class donor services and effective grantmaking.

We value:

- Collaboration
- Diversity
- Inclusiveness
- Innovation
- Integrity
- Public Accountability
- Respect
- Responsiveness

At a Glance

Silicon Valley Community Foundation is a catalyst and leader for innovative solutions to our region’s most challenging problems. Serving all of San Mateo and Santa Clara counties, the community foundation has more than $1.9 billion in assets under management and 1,500 philanthropic funds. The community foundation provides grants through donor advised and corporate funds in addition to its own Community Endowment Fund. In addition, the community foundation serves as a regional center for philanthropy, providing donors simple and effective ways to give locally and around the world. Silicon Valley Community Foundation launched in January 2007 following the landmark merger of Community Foundation Silicon Valley and Peninsula Community Foundation and is now one of the largest community foundations in the nation.

Find out more at www.siliconvalleycf.org.

MORE INFORMATION

For a schedule of information sessions, supporting research papers, issue briefs and other information, go to www.siliconvalleycf.org

Requests for proposals will be issued beginning in September 2008 and continuing through 2009.