

Introduction

For the fourth year, The Arc is proud to have been selected by the Corporation for National and Community Service (CNCS), the federal agency that leads the *Martin Luther King, Jr. Day of Service* to help plan and execute volunteer projects that unite Americans in service for the MLK Day of Service and throughout the year.

The Arc will work with selected applicants to accomplish the following goals:

- Partner with a local service club or organization to recruit volunteers with and without disabilities from diverse racial and ethnic backgrounds.
- Engage volunteers to serve a specified number of service hours.
- Secure commitments from volunteers and partners to engage in future service activities
- Work with hunger-focused groups or organizations (e.g. community food banks, food pantries, soup kitchens) to deliver emergency food aid to people in need
- Provide food aid on the MLK Day of Service (January 18, 2021) and MLK Day of Service weekend (January 15-18, 2021). Volunteer service activities can also occur before the Day of Service and continue through the end of the grant period (September 30, 2021).
- Contribute in-kind or cash matching funds to support the project during the grant year (October 1, 2020 - September 30, 2021).

The Arc will award competitive grants of either \$5,000 or \$10,000 to selected community organizations that commit to these activities. The outcomes required for each grant amount are listed below.

| Outcome | \$5,000 grant | \$10,000 grant |
|---|---------------|----------------|
| # of volunteers | 20 | 40 |
| # of service hours | 200 | 400 |
| # of volunteers committed to future service | 12 | 24 |
| # of people in need fed | 225 | 450 |
| Matching funds required | \$15,500 | \$31,000 |

Applications must be received by The Arc by 11:59 PM (EST) on Thursday, August 27, 2020.

Applicants can submit this RFP in two ways:

1. Emailing Jennifer Alexander at Alexander@thearc.org.
2. Faxing The Arc at 202-534-3731. If sending a fax, please put it to the attention of Jennifer Alexander.

More about the MLK Day of Service

Dr. Martin Luther King Jr. once said, "Life's most persistent and urgent question is: 'What are you doing for others?'" Each year, Americans answer that question by joining together in service.

What is the Martin Luther King, Jr. Day of Service (MLK Day)?

After a long struggle, legislation was signed in 1983 that created a federal holiday honoring the birthday of Rev. Dr. Martin Luther King, Jr. In 1994, Congress designated the Martin Luther King Jr. Federal Holiday as a national day of service and charged the [Corporation for National and Community Service](#) with leading the effort to engage Americans in community service to mark this day. Observed annually on the third Monday in January, the MLK Day of Service is the only federal holiday designated as a national day of service-- a "day on, not a day off." It calls for Americans from all walks of life to work together to provide solutions to our most pressing national problems. Further, the MLK Day of Service empowers individuals, strengthens communities, bridges barriers, creates solutions to social problems, and moves us closer to Dr. King's vision of a "Beloved Community."

Dr. King believed in a nation of freedom and justice for all and encouraged all citizens to live up to the purpose and potential of America by applying the principles of nonviolence to make this country a better place to live—creating the Beloved Community. The MLK Day of Service is a way to transform Rev. Dr. Martin Luther King, Jr.'s life and teachings into community action that helps solve social problems. That service may meet a tangible need, or it may meet a need of the spirit, or both. On this day, Americans of every age and background celebrate Dr. King through service projects that strengthen communities, empower individuals, bridge barriers, and create solutions.

Why address food insecurity?

Food insecurity is pervasive, impacting every community across the country. Nationwide, 37 million people struggle with hunger, and more than 11 million children and 5.5 million seniors live in food insecure homes. More than 80 percent of families struggling with food insecurity report buying the cheapest food - rather than healthy food - in order to have enough to eat. Providing food assistance gives communities a way to combat food insecurity while improving access to healthy food. For more, visit [Feeding America](#).

Why The Arc?

People with intellectual and developmental disabilities (I/DD) should be supported to fully participate in every aspect of their community, including service. As the largest and oldest advocacy organization for people with I/DD and their families, The Arc knows that people with I/DD have many skills and talents to offer their community.

The Arc is proud to be a part of the MLK Day of Service and to support community organizations to develop projects that engage volunteers with and without disabilities to work hand-in-hand to serve people in need.

In 2021, CNCS will invest \$204,587 (30% of the project cost) to support The Arc's project. This investment will be matched with \$477,400 in in-kind support from organizations and The Arc and subgrantee organizations. This in-kind support will be financed by approximately \$42,883 in public money (10%) and \$434,517 (90%) in private resources.

MLK Day of Service Project Application

In the application below, any nonprofit organization interested in organizing volunteer service projects should describe the need for food assistance in their service area and how they will develop their program. To promote inclusive volunteering, organizations are required to demonstrate their capacity to recruit and manage volunteers with disabilities and to work with a non-disability volunteer organization and a hunger-focused organization to develop these projects.

As part of The Arc's commitment to diversity and inclusion in all program efforts, organizations must also demonstrate how their program will be reflective of and accessible to diverse populations in their service area.

Organization Profile

Organization:

Organization's DUNS Number:

Contact Name:

Address:

Phone Number:

E-Mail:

Check the box if your organization is a chapter of The Arc.

Note: *This RFP is open to all organizations, regardless of affiliation to The Arc, and this question is not part of the scoring criteria.*

Check the box if you have previously received an award from The Arc for MLK Day.

Check this box to indicate your organization is a nonprofit organization and attach proof of status.

Need for Emergency Food Assistance

1. What areas will be served by this project? List cities/counties and the Department of Agriculture's [Rural-Urban Continuum Code](#) of the area you will serve (*limit 200 words*).
2. Describe the need in your service area relating to emergency food assistance. Use the [USDA's Food Desert Access Research Atlas](#); the [Robert Wood Johnson Foundation's County Health Rankings'](#) Food Environment Index Score, percent of population lacking access to healthy food, or percent of population that is food insecure to substantiate this need. If the need in your area stems from a natural or other disaster, demonstrate evidence of the need for food aid. (*limit 300 words*).

3. Describe how your project will be designed to meet the need for food assistance in your community (*limit 200 words*).

Organizational Experience

4. Describe your organization's experience with and capacity to develop volunteer programs that include all volunteers, particularly people with disabilities, in valued roles (*limit 200 words*).

5. Describe your organization's experience with and capacity to develop volunteer programs that ensure all community members, regardless of background or ability, can engage in volunteer opportunities (*limit 200 words*).

6. Identify a non-disability volunteer service organization or group you will work with to recruit and manage volunteers. Discuss how they will seek to engage and support all volunteers on the program. Attach a letter of support from this organization (*limit 200 words*).

7. Identify a hunger-focused organization(s) or group(s) that you will work with to distribute food assistance. Indicate how they've been successful at distributing food assistance. Attach a letter of support from this organization (*limit 200 words*).

Volunteer Recruitment/Management Plan

8. Describe the strategies and action steps you will use to recruit and manage your volunteers. Be sure to include the dates to complete each step and staff responsible for recruiting, managing, and recognizing volunteers. Also, be sure to include any supports or accommodations you will offer so that all who want to feel welcomed and supported to participate. [An example is available here for your reference or use.](#)

9. This project requires organizations to hold a mandatory 1-hour kick-off meeting for volunteers prior to their work on the MLK Day of Service. This meeting should provide an overview of volunteer activities as well as the life and message of Dr. Martin Luther King, Jr. and should [incorporate resources and materials developed by CNCS](#). Below, briefly describe your anticipated agenda for this meeting and which resources you plan to use to train your volunteers. Please specify any accommodations you plan to offer (*limit 300 word*).

10. This project requires organizations to plan for and encourage volunteers to remain engaged in service throughout the grant year and facilitate connections to future service opportunities. Below, briefly describe your experience engaging volunteers and plans to engage the volunteers on this project during and after the grant year concludes (*limit 300 words*).

11. With the realities of the COVID-19 pandemic, projects will need to be prepared to shift activities based on social distancing requirements. Below, please outline how you would plan to shift project work and volunteer activities if social distancing occurs during the grant year (*limit 300 words*).

Budget Plan

12. Please check the box below that indicates what funding level you would like to be considered for. You can check more than one box.

\$5,000

\$10,000

If more funding becomes available, we are interested in higher levels of funding.

13. Submit the [attached budget plan](#) to describe how you will spend the requested grant funding and required amount of matching funds. If you are applying for consideration for either funding amount, please build a budget plan to support \$10,000 in grant funding and \$31,000 in matching funds. **NOTE: Neither volunteer time nor the value of food donated can be counted as matching funds or planned expenses.** If you need assistance in determining what can be counted as matching funds, [visit this web course from CNCS](#).

Agreement to Terms and Conditions

Please review the information below. If selected, you will be asked to agree to these obligations upon grant acceptance.

My organization will:

- Adhere to the terms and conditions required of organizations receiving this grant (see below)
- Receive training and correctly complete [required criminal background checks](#) on staff as mandated by CNCS and The Arc prior to beginning service
- Submit program and financial reports as scheduled
- Share print-quality pictures and stories and report information about the project with CNCS, The Arc and the public
- Provide a report on activities to The Arc on January 21, 2021; March 31, 2021; and September 30, 2021
- Update The Arc via phone/email communications as coordinated by The Arc

General Terms and Conditions:

https://egrants.cns.gov/termsandconditions/Final2019GeneralTandC508_11-02-18.pdf

MLK-Specific Terms and Conditions:

https://egrants.cns.gov/termsandconditions/2019DaysOfServiceTC508_20190710.pdf

*Thank you for your application and for your commitment to community service.
We look forward to reviewing your application!*