**Introduction**

The Arc is proud to partner with AmeriCorps again to help plan and execute volunteer projects that unite Americans in service for the MLK Day of Service and throughout the year. AmeriCorps is the federal agency that leads the **Martin Luther King, Jr. Day of Service***.*

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

* Work with hunger-focused groups or organizations (e.g., community food banks, food pantries, soup kitchens) to deliver emergency food aid to people experiencing food insecurity.
* 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.
* Host a kick-off event to distribute food aid on the MLK Day of Service (January 15, 2024) to your community.
* Continue to distribute food aid to those in need through the end of the grant period (September 30, 2024).
* Contribute in-kind or cash matching funds to support the project during the grant year (October 1, 2023 – September 30, 2024)

The Arc will award competitive grants of $5,000 – $20,000 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 | $15,000 grant | $20,000 grant |
| # of volunteers | 20 | 40 | 60 | 80 |
| # of service hours | 200 | 400 | 600 | 800 |
| # of volunteers committed to future service | 12 | 24 | 36 | 48 |
| # of people in need fed | 225 | 450 | 675 | 900 |
| Matching funds required | $15,500 | $31,000 | $46,000 | $62,000 |

**Applications must be received by The Arc by the end of day on Monday, August 7, 2023.**

Interested applicants can submit this RFP (in Word doc format) and the Budget Template (in Excel format) via email to Kerry Mauger at [Mauger@TheArc.org](mailto:Mauger@TheArc.org).

**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 [AmeriCorps](http://www.nationalservice.gov/) 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, ability, and background celebrate Dr. King through service projects that strengthen communities, empower individuals, bridge barriers, and create solutions.

However, the MLK Day or service isn’t just for one day, this message of community service should be implemented and focused on year-round to help give back to those in need.

**Why address food insecurity?**

Even before the pandemic, food insecurity impacted every community across the county. With the introduction of COVID-19, those numbers soared. Now, it is estimated that more than 42 million individuals may not have enough to eat. This includes 15 million children and 7.3 million seniors. The rates of food insecurity are also much higher for African American, Latino, and Native American families. Providing food assistance gives communities a way to combat food insecurity while improving access to healthy foods. For more, visit [Feeding America](https://www.feedingamerica.org/).

**Why The Arc?**

Just like Americans without disabilities, people with intellectual and developmental disabilities (I/DD) are eager to give back to their communities and should be supported to fully participate in service. As the largest and oldest advocacy organization for people with I/DD and their families, The Arc is committed to supporting people with I/DD as they share their skills and talents in service to 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 2024, AmeriCorps will invest $288,800 (30% of the project cost) to support The Arc’s project. This investment will be matched with $529,098 in in-kind support from organizations and The Arc, and subgrantee organizations. This in-kind support will be financed by approximately $43,350 in public money (10%) and $529,098 (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 Unique Entity Number**:
* **Contact Name**:
* **Address**:
* **Phone Number**:
* **Email**:

**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 one of our Day of Service**

**projects (MLK or 9/11).**

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

**Need for Emergency Food Assistance**

1. List the state and cities/counties within that will be served during this project.
2. Describe the need in your service area relating to emergency food assistance. If the need in your area stems from a natural or other disaster, demonstrate evidence of the need for food aid. *(You can view the* [*Robert Wood Johnson Foundation’s County Health Rankings*](http://www.countyhealthrankings.org/) *to see your areas Food Environment Index Score, which is the percent of population lacking access to healthy food). (limit 300 words).*

**Volunteer Event Plans for MLK Day of Service**

1. What is your organization’s plan for your MLK Day of Service event (January 15, 2024)? How will it provide food assistance to your community? This event needs to take place on the MLK Day weekend. (Limit 200 words.)
2. Dr. Martin Luther King, Jr. envisioned the Day of Service as a kick-off event to a year of service. As such, 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 the activities you plan to implement after the Day of Service to continue to engage volunteers on this project and provide food aid to your community throughout the grant year. (Limit 300 words.)

**Organizational Experience**

1. Describe your organization’s experience with and capacity to develop volunteer programs that include all individuals regardless of ability level or background, race, ethnicity, etc. in valued roles. (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. Provide a bulleted outline of the strategies and action steps you will use to recruit and manage 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 steps you will take to ensure you are reaching out to diverse groups within your community.

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 AmeriCorps](https://americorps.gov/newsroom/events/mlk-day/mlk-day-resources). Below, briefly outline 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 words.)

**Budget Plan**

10. 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

$15,000

$20,000

11. Submit the [attached budget plan](https://thearc.org/wp-content/uploads/2023/06/Budget-Plan-Template-2024.xlsx) (in Excel format) to describe how you will spend the requested grant funds and required amount of matching funds. Matching funds levels can be found in the chart on the first page of this application. **NOTE: Neither volunteer time nor the value of food donated can be counted as matching funds or planned expenses.**

**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 complete [**required criminal background checks**](http://www.nationalservice.gov/resources/criminal-history-check) on staff as mandated by AmeriCorps prior to beginning service
* Submit program and financial reports as scheduled for the MLK Day Snapshot report, mid-year report and final report (dates will be provided in beginning of grant term, if awarded)
* Share print-quality pictures and stories and report information about the project with AmeriCorps, The Arc and the public
* Update The Arc via phone/email as coordinated by The Arc

**View the** [**General Terms and Conditions**](https://egrants.cns.gov/termsandconditions/2020GeneralTC20200505508.pdf)

**View the** [**MLK-Specific Terms and Conditions**](https://egrants.cns.gov/termsandconditions/2020DoS508TC20200701.pdf)

**Thank you for your application and for your commitment to community service.**

**We look forward to reviewing your application!**