



Hampton Roads
Community Foundation

Request for Proposals for Nonprofit Equity Assessment Program

The Nonprofit Equity Assessment Program is designed to help nonprofit organizations evaluate their diversity, equity, and inclusion (DEI) efforts and develop a plan of action to embed racial equity into the day to day operations of the organization. Priority will be given to nonprofits in Hampton Roads that exhibit documented interest in expanding their assessment of and actions toward a more diverse, inclusive, and equitable organization. Priority also will be given to organizations exhibiting financial stability and a mission that aligns with the Foundation's funding priorities. This grant will take considerable effort on the part of the organization's staff and board. Nonprofits should consider the investment this process will take prior to starting an application.

Three grantees will be selected to receive technical assistance services beginning in early 2022. Grantees selected for this 18-month program will be offered services from an equity assessment consultant who will guide the assessment and follow up with the organization to include:

- establishing a core DEI team
- assessment of the emphasis on racial diversity, equity, and inclusion at the organization
- oversight of an organizational racial equity self-assessment
- interviews with board, staff, and other stakeholders
- defining a clear vision related to racial equity for the organization
- defining challenges and opportunities related to racial equity
- development of a plan with goals and strategies
- participation in peer learning opportunities

Technical assistance will include the following components:

1. Presentation to organization's full board of directors describing the intent of the program, the technical assistance process, the roles and responsibilities of the Hampton Roads Community Foundation, the consultant, the grantee's board of directors and the grantee's staff. (program onset)
2. Development of a core DEI team and diagnostic assessment including interviews with multiple stakeholders to determine the organization's key challenges and opportunities related to racial equity. (8-10 weeks)
3. Development of a clear vision for the organization related to racial equity and a plan with goals and strategies. (months 4-12)
4. Support for implementation of the plan from the consultant (months 13-18)
5. Scheduled meetings with the consultant starting immediately upon award of the grant (months 1-18)
6. Three peer learning sessions amongst selected organizations (onset of program and months 9 and 18)
7. Updates to the Foundation describing their level of success with plan implementation to date (during months 24 and 36 months)

Prior to the awarding of a grant, potential grantees must agree to participate in all of the components described above and to track and report to the Foundation on a series of measures for 18 months following the completion of the development plan.

Eligible Organizations

Applicants for this grant program must be a 501(c)(3) public charity. HRCF will prioritize those nonprofits who meet the following criteria:

1. Mission aligns with HRCF's community grantmaking categories:
 - a. Environmental Stewardship
 - b. Arts and Culture
 - c. Educational Success
 - d. Economic Stability
 - e. Health and Wellness
 - f. Special interest grantmaking areas
 1. Survivors of abuse
 2. Assistance to persons with developmental disabilities

For details on HRCF's grantmaking priorities, consult our [website](#).

2. In good standing with the IRS as a 501(c)(3) organization with uninterrupted status since January 1, 2019.
3. Have at least four board members, excluding the Executive Director or CEO.
4. Financials - Audited financials preferred, but will accept a full 990. We will not accept a 990N or EZ.
5. Demonstrated commitment from board and staff to diversity, equity, and inclusion, specifically racial equity.
6. Demonstrated capacity to commit to at least a minimum 2-3 hours of work a week on this grant without interference with the organization's mission.

Organizations that have a current HRCF grant or that received COVID-19 funding may apply for this opportunity and applying for this program will not impact your ability to apply for a Community Grant or Special Interest Grant for which you are otherwise eligible.

The following organizations are not eligible to receive funding under this grant program

- Organizations not tax-exempt under section 501(c)(3) of the Internal Revenue Code
- Organizations that do not provide benefits and services to residents of South Hampton Roads, (i.e., the cities of Norfolk, Portsmouth, Virginia Beach, Chesapeake, Suffolk, and Franklin and Isle of Wight County)
- Individuals
- Political, fraternal or religious* organizations
**Organizations that require religious participation by those receiving services*
- National or international organizations
- Hospitals and similar health-care facilities
- Projects normally the responsibility of government
- Private primary or secondary schools or academies other than those whose primary purpose is for students with special needs

How to Apply

Applications will be completed in the Foundation's online portal. The application deadline is **Wednesday, October 13, 2021.**

Grantee Reporting

Grantees will be required to report on the success of their plan implementation at month 24 and 36 after program onset.

Questions

If you have questions regarding this grant opportunity, please contact grants@hamptonroadscf.org. We will respond as quickly as possible to your inquiries.

Frequently Asked Questions

Will the applicant need to pay the consultant upfront for services?

No. The Hampton Roads Community Foundation will pay the consultant directly on the awardees' behalf for services related to this opportunity. Therefore, this is an in-kind grant opportunity that does not include any financial award or reimbursement.

Does the Foundation stipulate the use of a particular consultant?

Yes, the Hampton Roads Community Foundation has contracted with a consultant to provide a specific scope of services to grantees. These services include an assessment of each grantee's racial diversity, equity, and inclusion strengths and weaknesses, the development and implementation of a work plan to improve specific identified gaps and assistance with the creation of an organizational plan to develop a Racial Equity plan. Working with the grantee, the consultant will establish benchmarks and outcome measures to determine the effectiveness of the technical assistance effort.

Will applying for Nonprofit Equity Assessment Program affect other grant requests?

Applying for this grant program generally will have no bearing on an organization's grant request through the Foundation's regular Community Grant program.

When will I hear whether my organization has been selected?

We expect to announce the grantees by December 15, 2021.