

Leadership Oneida County

Community Leadership Project

Request for Proposals

1. Background of Leadership Oneida County

Leadership Oneida County catalyzes connections among community leaders and fosters relationships and self-awareness of the participation community leader's potential.

Leadership Oneida County is a nine-month program that cultivates and prepares emerging leaders in Oneida County. Participating community leaders learn about leadership, and public and private sector organizations in the County. They deepen their call to civic responsibility and citizen involvement.

2. Description and Purpose of RFP

Leadership Oneida County seeks community development projects that fit the community leaders' goals of leadership learning and community service. Community leaders will design and plan a project for the organization. Suitable projects provide opportunities for participants to learn about organizations, network with other leaders in the county, and use a variety of problem-solving, social judgement and knowledge acquisition skills. Fundraising is not a suitable activity.

More Information on Leadership Oneida County

<http://www.rhinelandchamber.com/leadership-oneida-county>

3. Proposed Project Timing

- 3.1. Accepted proposals announced Thursday October 12
- 3.2. Project team assignments made October 19, 2017
- 3.3. Project team and organization sponsors meet week of October 23, 2017 to negotiate and sign contract, and begin work
- 3.4. Projects completed Wednesday April 18, 2018
- 3.5. Program evaluation April 23 to May 3, 2018
- 3.6. Project presentations Thursday May 17, 2018

4. Terms and Conditions

- Key Dates:
 - Proposal announcement Tuesday September 5, 2017
 - Deadline for submission of proposals Friday September 29, 2017 4:30 p.m.
- All proposals must include a statement of authorization to contract signed by the board of directors chairperson or similar leader of the organization
- All proposals must respond to the proposal format outlined in this RFP.

5. Scope of Project

- Anticipate four to six meetings with the community leader team.
- Community leaders will contribute two to four hours each month to the project.
- Community leaders will interact with the public on behalf of the organization.

- Projects will benefit the proposing organization, residents of Oneida County and the community leaders.
- Fundraising is not a suitable activity.

6. Examples of Past Projects

- United Way: Leaderfest event
- The Fix Is In: non-profit spay and neuter service organizational development
- Three Lakes School District: needs assessment
- Downtown Rhinelander, Inc.: plaza tree planting project

7. Leadership Oneida County Contact:

Myles Alexander, Oneida County Extension Community, Natural Resource and Economic Development

715-365-2759

myles.alexander@ces.uwex.edu

8. Proposal Format

- Cover letter with organization name, contact person's name, email address, and phone number
- Project Proposal, no more than three (3) pages in length, Calibri or Arial 11 or 12 point font is preferred
- If required, include links to supporting documentation rather than attachments
- Proposals shall include
 - statement of work to be performed
 - anticipated work methods and approach
 - desired outcomes for the proposing organization, residents of Oneida County and the community leaders.
 - qualifications and experience sought
- References: two volunteers who work with the organization
- Proposals should be provided as a single electronic PDF to myles.alexander@ces.uwex.edu.