



Greater Des Moines Leadership Institute

For Immediate Release: Monday, August 1, 2011

Contact: Bridget C. Shapansky, Class Project Chair

Bridget.Shapansky@gmail.com

(515) 556-8047

Greater Des Moines Leadership Institute Now Accepting Proposals for Class of 2011-12 Civic Engagement Project

(Des Moines, Iowa) – The Greater Des Moines Leadership Institute (GDMLI) is now seeking proposals for potential project partnership with an area non-profit organization and the 2011-2012 Community Leadership Program class. For 30 years, GDMLI has been a catalyst for ensuring the constant development and injection of new leadership into our community. The Institute's ultimate goals are to motivate participants to a higher level of community awareness and involvement, as well as ensure that Central Iowa has a strong flow of leadership well into the future. GDMLI is a premier leadership organization, guiding graduates to greater public awareness, commitment and involvement - improving the overall quality of life in our community.

Past projects have included programs like *Give Back Des Moines* and the *Youth Leadership Initiative* and construction projects like the interior and exterior improvements to Amos Hiatt Auditorium, Broadlawns Medical Center Mental Health Services, the Miracle League Baseball Field, and the Kid's Kingdom at Blank Park Zoo. The purpose of this RFP is to seek potential projects in partnership with community non-profit organizations that utilize the leadership of the 60 class members. The project scope is as follows:

1. The project should benefit the non-profit and/or the community by improving the overall Quality of Life in the Greater Des Moines community.
2. The project should actively involve the skills and talents of all 60 class members.
3. The class contribution, including both cash and in-kind donations, may not exceed \$200,000.
4. The organization must contribute to the project completion. The organization's contribution may include, but is not limited to financial, donor network, volunteer base or other specialized skills and resources.

Projects of all types and sizes are encouraged to submit a proposal.

Approximate Timeline:

August 1, 2011: RFP open to all Non-profit Organizations

August 24, 2011, 5:00 p.m.: Q&A session for non-profits, hosted by GDMLI

Arthur Davis Conference Room in the Greater Des Moines Partnership

700 Locust St.

Des Moines, IA 50309

September 7, 2011: RFP Response Deadline

September 26, 2011: Non-profits notified of preliminary selection

September 28, 2011: Lunch/Learn with top three non-profits presenting to GDMLI class

October 6, 2011: Class Project selected

October 7, 2011: Non-profits notified of final selection

By October 19, 2011: Steering Committee finalized

By November 10, 2011: GDMLI Representatives, Steering Committee and non-profit meet to discuss project

November 2011 through June 2012: Work on project

By June 1, 2012: Project completed

GREATER DES MOINES LEADERSHIP INSTITUTE

Request For Proposal (RFP)

- A. Proposal should be three (3) pages or less and formatted as follows
 - a. 8 ½ x 11 single sided pages
 - b. 12 point font
 - c. Margins of at least ½”
- B. Organization Contact Information including:
 - a. Non-profit Organization Name
 - b. Contact Name
 - c. Contact Email Address
 - d. Contact Phone Number
 - e. Organization Website
- C. Non-profit Organization History and Structure, and should include the following:
 - a. General impact on the community
 - b. Fiscal status
- D. Project Scope and Background
 - a. The purpose of the project, establishing the need to the community
 - b. Various phases of the project (if applicable)
 - c. Status of funding and detail of the Organization’s contributions to the project.
 - d. Process for decision making; single entity, board, or committee
 - e. Project timeline

Please note that the acceptance of any project is contingent upon the organization’s execution of an indemnity agreement to be provided at the time of selection. In addition, depending upon the type of project and scope, proof of general liability insurance may be required.

Please submit proposals to:
Greater Des Moines Leadership Institute
c/o 2011-2012 Class Project
Rebecca Batcheller
700 Locust St., Suite 100
Des Moines IA 50309
rbatcheller@gdmli.com
515-286-4980

###