

# Request For Proposal



## LEADERSHIP EAU CLAIRE™ (ADULT) COMMUNITY SERVICE PROJECTS

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**Deadline: Friday, August 1, 2015**

### Introduction:

Leadership Eau Claire™, a program sponsored by the Eau Claire Area Chamber of Commerce, is in its 34<sup>th</sup> year. This annual program assembles current and future community leaders to examine community issues and contribute to their leadership skills.

As part of the nine-month curriculum, each participant is required to work with classmates and a nonprofit organization on a community service project. We invite you to tap our participants' expertise and enthusiasm in helping you address an important challenge.

### Community Needs and Issues:

Proposals are accepted for projects in any of these areas within Eau Claire County:

- Affordable Housing
- Arts & Culture
- Attracting Young Professionals
- Community Branding
- Confluence Project
- Drug Abuse
- Economic Development
- Education
- Environment
- Financial Literacy
- Green Initiatives
- Health & Wellness
- Homelessness
- Manufacturing
- Poverty
- Public Transportation
- Quality of Life
- Rehabilitation
- Sex Trafficking and Abuse
- Skills Gap
- Technology
- Tourism
- Urban Redevelopment
- Urban Sprawl
- Usage of Rivers
- Veteran Unemployment
- Workforce Issues
- Youth Opportunities

### Project Goals:

Your project should allow participants to:

1. Learn about a critical community issue that you are trying to address.
2. Learn your organization's purpose, mission, history and role within our community.
3. Identify and propose solutions.
4. Begin implementation of solutions.
5. Potentially build a foundation for a continuation of the project in the future by interested parties.
6. Build leadership and team-building skills.
7. Do something positive for the community.

### Guidelines:

1. Make your project challenging and strategic – reflective of our participants' abilities and skills.
2. Please avoid simple "activity-based" projects (e.g., painting walls, filing paperwork, licking stamps.)
3. NO fundraising projects will be accepted (e.g., raise \$100,000 for a new roof.) This includes creating an event that is intended as a fundraiser.
4. Be clear in your expectations.
5. The project must require 8 class members to participate.
6. Projects must not have political affiliations.
7. Project should be completed by May 2016.

## **Selection Process:**

The LEC Executive will select from the proposals 10 organizations to meet with the LEC class at 8 a.m. on Thursday, August 20 at their Opening Retreat. Each organization will have a few minutes to present their project idea to the class. LEC participants will then choose group projects after meeting with these nonprofit representatives and reviewing the proposals. You will be notified by October 31, 2015 if your group project was selected. Unfortunately, we cannot guarantee that your project will be one of the five chosen.

## **What We Ask of You:**

Complete the Request For Proposal Form and return to the Chamber by **August 1, 2015**. Include any pertinent information.

If your project is selected, we require you to:

1. Assign one staff person to be the LEC project team's contact and liaison for the project's duration.
2. Meet regularly with your project team to provide guidance and monitor progress.
3. Provide a meaningful challenge that stimulates involvement, learning and leadership growth while helping you achieve key objectives.

## **Class of 2015's Group Projects**

### **City of Eau Claire/DNR**

This team facilitated the creation of a process by which to connect urban wood resources with potential vendors or artisans and ultimately a local consumer market. The group recommended working with a similarly minded non-profit organization known as Wisconsin Urban Wood to partner with the City in the creation of a use agreement. This use agreement contract will provide insurance for the local members to access City property as well as allow for a more streamlined resource dissemination process from the City's perspective. In addition, avoiding the cost of chipping urban wood materials that have a higher use will not only reduce cost on behalf of the City but also align with sustainability initiatives outlined in the City's vision for the future. The intention is for artisans to produce goods that are then used to form the basis of a burgeoning urban wood market in the Chippewa Valley, and the use agreement created by this LEC team (the first of its kind in the state of Wisconsin) can be modeled by other communities interested in similar initiatives.

### **Eau Claire Healthy Communities – Mental Health Action Team**

This LEC group completed a brochure/guide for the Eau Claire Healthy Communities – Mental Health Action Team. The group's goal was to create a document that contained accurate information for mental health services that was easily accessible to individuals in the Chippewa Valley. The final product is a brochure/guide entitled "Navigating Mental Health Services in the Chippewa Valley," which includes resources, definitions, a mental health wellness check, primary contact information for specific entities and a question and answer section. The brochure/guide will be placed at local food pantries, homeless shelters, hospitals, clinics, social services agencies and any other locations where mental health consumers tend to visit. Hopefully, this brochure/guide will help those mental health consumers obtain the services they need with more ease and less stress.

### **Family Resource Center**

The largest fundraiser of the year for the Family Resource Center is its "Where in Eau Claire" scavenger hunt. It was the task of this Leadership Eau Claire™ group to help grow the event. The group increased the importance of corporate sponsorships and participation, as well as tweaked raffle ticket sales, registration forms and social media activity, along with incorporating an evaluation form after the event to take into consideration participant feedback.

### **Joshua's Camp**

Joshua's Camp asked this Leadership Eau Claire™ group to develop a professional PowerPoint presentation to be used for volunteer recruitment, funding proposals and general organization information. The group met with the founders, John and Cathy Finney, created an outline for the presentation and asked John to write all of the words he would use for each of the outlined topics. The group then took those words and used them on the slides and in the slide notes section to ensure all of his thoughts were in the presentation for any person that used the PowerPoint. In the middle of the project, John lost his own battle with cancer, but the group continued to work with Cathy. After completing the presentation, the group also helped Cathy purchase presentation technology and taught her PowerPoint basics.

### **Junior Achievement**

Junior Achievement sought assistance from this Leadership Eau Claire™ to improve its brand and community awareness in the North Central district of Wisconsin. This LEC group conducted an extensive study of the North Central districts social media and messaging efforts. A great deal of attention went into examining Junior Achievements' social media efforts through a SWOT audit. The group's analysis considered JA's internal efforts in social media and website management and their overall conclusions from the SWOT analysis were documented and shared with Junior Achievement staff.



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**Deadline: August 1, 2015**

Organization Name \_\_\_\_\_

Contact Person \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

Email \_\_\_\_\_ Website \_\_\_\_\_

Number of paid staff members \_\_\_\_\_ Number of active volunteers \_\_\_\_\_

Years organization has been in existence: \_\_\_\_\_ Estimated hours needed to complete project: \_\_\_\_\_

# served \_\_\_\_\_

Issue(s) the project would address (please see list on page 1) \_\_\_\_\_

Short-term Goal of Project: \_\_\_\_\_

Long-term Goal of Project: \_\_\_\_\_

Projected Date Projected would be completed: \_\_\_\_\_

**Description of proposed project:**

(Please provide **clear objectives** for this project. Feel free to attach additional information about the proposed project and/or your organization. Please be as concise in the scope of the project as you can.)

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*Please attach a brief history of your organization including your mission and any other information you feel would be beneficial when choosing group projects.*

**RETURN TO THE CHAMBER OFFICE BY AUGUST 1, 2015** via fax at 834-1956, email to [seelen@eauclairechamber.org](mailto:seelen@eauclairechamber.org) or mail to P.O. Box 1107, Eau Claire, WI 54702-1107.