



City of Bloomington
Community and Family Resources Department
401 N. Morton Street, Suite 260
P.O. Box 100
Bloomington IN 47402
(812)349-3430 (phone); (812)349-3483 (fax)
cfrd@bloomington.in.gov; www.bloomington.in.gov/cfrd

October 3, 2008

Dear Community Leader:

The City of Bloomington's Dr. Martin Luther King, Jr. Birthday Celebration Commission invites you to participate in "A Day On! Not A Day Off" on the Dr. Martin Luther King, Jr. holiday, Monday, January 19, 2009. Please mark your calendar now! This is the time to begin planning a meaningful community service project. Please note that the deadline for applications for funding is December 12, 2008.

Your service activity could be a few hours or multiple days. Since students of all ages will want to volunteer, consider whether you have a minimum age level. Please keep track of the volunteers who assist you and invite them to the annual Dr. Martin Luther King, Jr. Birthday Celebration on the evening of Monday, January 19, 2009, at the Buskirk-Chumley Theater, where we will publicly recognize them. Please designate a project supervisor from your agency to share information, supervise volunteers, and lead a short period of reflection at the end of your activities. We will provide an outline to guide the discussion, emphasizing your on-going volunteer needs.

If you plan a service project, please complete the enclosed Request for Proposal so we can publicize your volunteer needs. It is also available on-line (www.bloomington.in.gov/mlk). If you are requesting funding for materials or supplies, complete the Financial Information portion of the form as well. The King Commission will decide which projects will receive funding at its December meeting and we will inform you of their decisions shortly thereafter. Funding has been provided by the Community Foundation of Bloomington and Monroe County and other organizations.

In addition to traditional volunteer service projects on the King holiday, we are encouraging additional acts of service during "40 Days of Peace," beginning on the federal King holiday and lasting through February 27, 2009. We will be providing a "40 Days of Peace Pledge", with additional details, when we announce the awards. Creative ideas for carrying out this request are most welcome!

People across the country will celebrate the King Holiday by coming together to serve others. It is in this spirit that we encourage you to offer an opportunity for service and reflection. If you have any questions please contact Craig (349-3471; brennerc@bloomington.in.gov) or Bet (349-3472; savichb@bloomington.in.gov).

Sincerely,

Craig Brenner, Special Projects Coordinator
Liaison, Dr. Martin Luther King, Jr. Commission

Bet Savich, Director
City of Bloomington Volunteer Network

DR. MARTIN LUTHER KING, JR. BIRTHDAY CELEBRATION COMMISSION
Service Day Initiative - A Day On! Not A Day Off
REQUEST FOR PROPOSALS, DUE DECEMBER 12, 2008

The Dr. Martin Luther King, Jr. Birthday Celebration Commission of the City of Bloomington, Indiana, invites proposals for funding for service activities beginning on or around the federal holiday, January 19, 2009. The average grant amount will depend upon the number and quality of proposals selected for funding. We anticipate that funding will be in the \$250 to \$500 range.

PROJECT EMPHASIS

Projects will be approved for funding based upon the following criteria. The proposed service activity will:

- Get necessary things done in the community – address education, public safety, environmental, or other human needs through direct service and citizen action;
- Strengthen the community through engaging in service activity – bring people together in pursuit of a common objective that is of value to the community;
- Reflect the life and teaching of Dr. Martin Luther King, Jr. – demonstrate Dr. King’s proposition that “Everybody can be great, because everyone can serve”;
- Begin or occur in significant part on the federal holiday (January 19, 2009) and include on-going volunteer components according to the needs of your organization.

PLEASE NOTE:

- Projects which include continued service during “40 Days of Peace” are particularly encouraged.
- Projects which involve disadvantaged youth* in service activities or as recipients of service are particularly encouraged. [*Disadvantaged youth, as defined by the Corporation for National and Community Service, are youth up to 24 years in age, who, because of certain characteristics, circumstances, experiences or insufficiencies, encounter financial, legal, social, educational, emotional and/or health problems and may have significant difficulties growing into adults who are responsible citizens, productive workers, involved members of communities, and good parents.]

EXAMPLES OF PROJECT ACTIVITIES

The direct service may include but is not limited to the following types of activities:

- tutoring children or adults
- feeding the hungry, packing lunches or delivering meals
- stocking a food or clothing pantry
- repairing a school and/or adding to its resources
- translating books and documents
- collaborations which bring together communities of faith and secular human service programs
- renovating low-income or senior housing
- removing graffiti or painting a mural
- organizing health fairs
- collecting oral histories of elders
- restoring a public space
- organizing a blood drive
- community-wide servathons that bring a broad cross-section together, including schools or school districts that seek to involve students and teachers in joint service
- service-learning projects that link students in schools and universities with community organizations

GRANT LIMITATIONS

- Grants under this program may constitute federal assistance and may not be used to inhibit or advance religion in a material way; award may not be used to fund religious instruction, worship or proselytization.
- No part of an award may be used to pay honoraria or fees for speakers.
- Funds should not be requested to support a celebration banquet or other activity not connected to service.

ELIGIBLE APPLICANTS

Applicants are limited to entities located in Monroe County, Indiana and may include not-for-profit organizations, businesses, faith organizations, schools, community and neighborhood organizations, public and private agencies, student organizations, and governmental entities.

PERIOD OF SUPPORT

Funding must be used prior to 5/31/09. If the source of your funding is federal, an earlier deadline may apply.

DR. MARTIN LUTHER KING, JR. BIRTHDAY CELEBRATION COMMISSION
Service Day Initiative - A Day On! Not A Day Off
2009 APPLICATION – YOU MAY APPLY ON-LINE AT WWW.BLOOMINGTON.IN.GOV/MLK

PLEASE COMPLETE THE TOP HALF OF THIS FORM WHETHER OR NOT YOU ARE APPLYING FOR FUNDS!

Organization Name:

Address:

Zip Code:

Program Contact Person:

Telephone:

E-mail Address:

Describe the volunteer activity:

Date:

Time:

Location if different from above:

Number of volunteers needed:

Minimum age of volunteers:

If no funds are requested, check here: _____

If seeking funds, amount requested: _____ Please complete financial information below.

Financial Information

List expenditures you propose to make using grant funds. Be specific in listing funds you plan to utilize from this grant, those you will provide from other sources, and in itemizing costs for equipment, supplies, and other items you will use or provide. For the purposes of this grant, you may not claim staff costs, but you should indicate the value of staff time spent on your project.

Budget Category	Grant Funds Used	Other Funds Used	Total Funds Used
Staff Costs	N/A		
Printing Costs			
Supplies			
Equipment			
Other Costs			

Budget Narrative

Provide a description of costs associated with the proposed project. Use an additional page if needed.

Additional information or comments welcome – please attach additional page.

Additional applications can be found at www.bloomington.in.gov/mlk. To request technical assistance or that an application be mailed, contact Craig Brenner, Special Projects Coordinator, 812-349-3471;

brennerc@bloomington.in.gov, or Bet Savich, Director, City of Bloomington Volunteer Network, 812-349-3472;

savichb@bloomington.in.gov; Community and Family Resources Department, PO Box 100, Bloomington, IN 47402

Return completed application by 5:00 p.m. Friday, December 12, 2008 to:

Dr. Martin Luther King, Jr. Commission

City of Bloomington

P.O. Box 100, Bloomington, IN 47402