

Nashville Public Library
Community Partnership Fund – Literacy
FY 20 Request for Proposals

The Community Partnership Fund (CPF) is a competitive grant program for non-profits serving residents of Nashville-Davidson County. CPF is a vehicle for delivering services to the community not provided by Metro Nashville Government, as well as services that enhance existing Metro programs.

The total recommended CPF budget for FY 20 is \$1 million. In FY 20, CPF will focus on the following priority areas: literacy, domestic violence, youth violence, financial security and community health. Each priority area is allotted \$200,000 and administered the appropriate Metro Department. Nashville Public¹ Library administers the Literacy funding for FY 20.

Non-profits may submit one proposal for up to \$50,000. In the event that an insufficient number of competitive proposals are received to exhaust the \$200,000 budget for Literacy, the evaluation committee has discretion to award more than \$50,000 per non-profit. Similarly, the evaluation committee can partially fund proposals. In either scenario, the coordinating Metro department will work with non-profits to revise the proposed scope of work accordingly.

Eligibility

In order to be eligible to receive CPF, an organization must meet the following criteria:

- 501(c)(3) designation of exemption from federal taxation from the Internal Revenue Service; or incorporation as a non-profit with registration identification number provided by the Secretary of State as a Charitable Organization or proof of such exemption as allowed. **This form must accompany the application in order for the application to be valid. Failure to submit this form will disqualify the application.**
- Applicant must have been in existence for one full year by application due date (March 4, 2019).
- Recipient must provide a copy of an audit conducted by a certified public accountant for latest complete fiscal year and be in compliance with contract requirements of grant awards from Metro in any previous years.
- Non-profits applying for direct appropriations are ineligible to submit applications for CPF.

Goals and outcomes

Two-thirds of Nashville's third graders do not read on grade level, a problem that has persisted for over two decades. Earlier this year, the Nashville Literacy Collaborative released the [Blueprint for Early Childhood Success](#), which outlines in 29 recommendations for action for agencies serving children ages birth – eight and their families. Nashville Public Library (NPL) seeks to fund eligible non-profits who will provide programs, services and activities that will positively impact third grade reading levels in Davidson County in alignment with these recommendations, either through direct service to children or to the adults who care for them.

¹ This requirement may be waived for non-profits with annual budgets of less than \$50,000 and requests for grants of less than \$5,000 per Ordinance No. BL2013-578.

In particular, NPL will prioritize applications that directly connect to the **tier one recommendations** from the following Blueprint Pillars:

Pillar 1: Strengthen birth – age three supports

Pillar 5: Stem the tide on summer reading loss and better maximize out-of-school time – tier one priorities broadened to encompass afterschool as well as summer

Agencies are encouraged to utilize NPL’s services and resources in their work. For example, agency staff can check-out NPL books for use in their programming or schedule an outreach visit by NPL staff. Though it is not a requirement, agencies are encouraged to collaborate in order to broaden their impact.

Application process:

Applications are due by **5:00pm (CST) March 4, 2019**. NPL will host a training and information session from 9:30 – 11:00am at the Main Library on February 13, 2019. All agencies interested in applying for CPF-Literacy grants are strongly encouraged to attend. During this training, we will go over the application process, including the format for application review by panel and question session (late March, exact date TBD). There will also be time for questions during the training session.

The evaluation panel will make grant award recommendations in April for inclusion in the Mayor’s FY20 budget. Applicants will receive notification of the panel’s recommendations at that time. Metro Council will consider the recommended CPF grant awards during the budget process in May and June. Agencies selected to receive CPF awards will complete a contract with NPL in July 2019.

Application checklist:

- Community Partnership Fund Literacy Proposal FY20 application
- FY 20 Spending Plan
- Proof of non-profit status (see “Eligibility” for acceptable documentation)
- Copy of audit for latest FY (waived for some applicants, see “Eligibility” for more information.)

Questions and Grant Submission

For all inquiries, or to submit a proposal, please e-mail Kate rose at kate.rose@nashville.gov. **All applications, including all supporting documentation, must be received via e-mail by 5:00pm CST March 4, 2019.**