



community revitalization inc.

**LINC Academy for Social Transformation (LAST)
Request for Proposals (RFP) for Business Financial Technical Assistance**

About LINC community revitalization inc.

LINC community revitalization, inc. is a nonprofit neighborhood revitalization organization based in Grand Rapids, Michigan. LINC’s mission is about “Revitalizing neighborhoods through authentic engagement, stimulating economic development, expanding housing opportunities, creating affordable housing, and developing leadership and capacity to residents and grass-root organizations.” Since the completion of its first housing project in the spring of 2002, LINC has been actively involved in place-based revitalization efforts in Kent County, more specifically, in the city of Grand Rapids and the city of Kentwood, MI. LINC uses a cutting edge approach of engaging in neighborhood revitalization through partnerships and collaborations with numerous stakeholders to continually adapt programs and services to the ever changing dynamics of the areas it serves. LINC began working with community groups to develop rental property. This process sought to connect real estate development with grass roots organizing and social services to maximize impact. Key to LINC’s success is the premise of coupling its development efforts with neighborhood engagement strategies that lift up the voice and views of the community. Through this approach LINC has helped neighbors, business owners, and community-based organizations begin to realize their visions for their neighborhoods, and have leveraged over \$43 million in investments in the areas served.

LINC Academy for Social Transformation (LAST)

LAST stands for LINC Academy for Social Transformation and has been conceived as LINC’s capacity building tool to promote social change and attain collective impact. LAST complements LINC’s neighborhood revitalization efforts by offering training covering three critical areas of development: entrepreneurship and business management, personal finances and asset management, and leadership and neighborhood engagement. LAST seeks to create mid- and long-term impact through lasting transformational opportunities for residents, families, youth, business owners and nonprofit organizations in our communities.

LAST’s Core Focus

LAST’s core training focus has been designed with a holistic approach that seeks to build leadership and promote authentic neighborhood engagement for the purpose of social change. Thus, LAST is founded on several premises:

- History of social, economic and political structures
- Individual potential to effect change
- Social justice
- Community empowerment
- Culture of team and diversity
- Systems change and advocacy
- Personal finances



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This focus on **last offerings** will specifically touch on:

- Learning and understanding the history of social, economic and political structures and struggles, which include an overview of international, nationally and local facts and trends.
- Assessing one's individual potential to effect change locally and the community at large, including collaborative socials.
- Understanding social conflict and inequality, promoting social justice, and using transformational leadership to promote change.
- Learning about community empowerment and how to effectively use empowerment tools for social change and collective impact.
- Understanding and promotion of the culture of team and diversity in our communities and nonprofit organizations.
- Promoting systems change and advocating for change, including an overview of civic engagement, local power structures and governance, change as a product of collective action, and a look at local leadership opportunities.

Economic Development Department Trainings Needs

- Financial Technical Assistance
- Legal Technical Assistance
- Management Technical Assistance

Scope of Work: LINC is seeking a qualified consultant(s) in the area of Business Financial Technical Assistance. The consultant(s) will act as a training consultant for financial matters for local business in the Southtown Business District. The Consultant will be responsible for the creation/preparation of training materials for existing and start up businesses with emphasis on financial matters including start up costs, cash flow, and future financial capital. The Consultant will conduct multiple financial workshops for local businesses and conduct one on one technical assistance to businesses on the matters of cash flow, access to capital, lending requirements.

Training Requirements

The consultant(s) will create a training specific syllabus. Trainings will be scheduled throughout the year and the consultant(s), if selected and contracted, shall be available to teach those trainings. All training materials will become the property of LINC and will be incorporated into the training curriculum for LAST. The curriculum will be managed in an academy-fashion and will be directed to residents and community organizations in areas that are key to promoting a more sustainable community and effecting social change.



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Prior to executing training delivery contracts, the consultant(s) must review and agree upon training materials with a LINC staff to assess training and capacity building needs.

Eligibility

LINC is seeking qualified community development consultants with experience in leadership development, resident organizing, nonprofit or community development schools, and nonprofit management.

Submission: This application should be submitted electronically. Questions should be answered thoroughly and limited to 500 words each. Complete this application and e-mail to human_resources@lincrev.org. You will receive an e-mail confirming that the application was received. **Late proposals will not be accepted.**

Timeline

RFPs due to LINC by July 29, 2011.
Successful applicant(s) will be notified by August 5, 2011.
Contract will be signed by August 12, 2011.

RFP Required Information

Contact Information

Name:
Street address:
Phone number:
E-mail address:

In 500 words or less, please answer each of the following questions:

1. Describe your experience in nonprofit management, particularly as it relates to leadership development and resident organizing, economic development, and asset building
2. What skills/abilities will you bring to this capacity building effort?
3. Provide at least three references of similar work previously completed
4. Provide an estimate of professional fees



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Along with the response to the RFP, the consultant(s) should provide the following:

- Course name
- Syllabus
- Consultant/partner name
- Training goals/objectives
- Duration of the class
- Copy of course material
- Training evaluation

RFP for Business Financial Technical Assistance

Training Description: This training will offer an overview of the importance of business finances and the consequences for not having all the required documentation to apply for business lending. The training will highlight conventional financing, nonconventional financing government assisted financing.. Training shall end with a comprehensive understanding of business financing and how to be ready to apply for a business loan when applicable.

Outcome: Participants understand Business Finance principles in order to have a sustainable and viable business. Participants will have a better understanding of lending procedures and other ways to attain Capital for their business.

Training duration: 4 hour session.

Planned training participants: 20

Dates of training: Offered once a month starting September 2011.