

LEADERSHIP HENDERSON REQUEST FOR PROPOSALS

The Leadership Henderson Class of 2024 is requesting applications from Clark County non-profits and foundations to submit projects that fill or support a community need and can be completed by this year's class between October through June. Applications are due no later than **September 8th, 2023**.

Each year the Leadership Henderson class is responsible for selecting a "community project". The purpose of the community project is to not only support a one-time public project deemed to benefit the greater Henderson area but to also allow class participants to employ leadership and team building skills while improving the community.

Leadership Henderson is an annual program of the combined efforts between the Henderson Chamber of Commerce and Henderson Chamber of Commerce Foundation. Our mission promotes and supports philanthropy, leadership development and educational programming through volunteerism and charitable giving.

Projects may be new or existing projects. Agency may submit more than one project to be considered.

GUIDELINES

- Complete and submit application to Henderson Chamber of Commerce Foundation by end of business day, **September 8th, 2023**.
- The Leadership Henderson Class will pick a project that they may work on after-hours and can be completed within the October 2023- June 2024 timeframe.
- Four (4) projects will be selected by the selection committee. Each agency of the selected projects will be notified no later than **September 22, 2023**.
- Once selected to be one of the four (4) finalists, the selection panel will contact the agency with any further questions regarding their application.
- As a finalist, agencies will be asked to present their project to Leadership Henderson Class of 2024 on **the afternoon of October 13th, 2023**. Agencies will also participate in a brief Q&A.
- If selected as the Leadership Henderson Class of 2024 project, the agency will be available to assist as needed by the class.

501(c)(3) Organizations Must Submit the Following Documentation:

IRS determination letter
Most recently filed 990
Annual list of Officers
Current list of Board of Directors, with titles
List of accreditations, associations and memberships
Photos, diagrams (as needed)
Answers to application questions

COMMUNITY PROJECT FOR 2024 APPLICATION

AGENCY/APPLICANT INFORMATION

Agency Name	Date Established	
Contact	Title	
Email Address	Phone Number	
Mailing Address	Website	
City	State	Zip

APPLICATION QUESTIONS

- 1) Organization mission statement and organization/company vision statement
- 2) Agency background
- 3) Problem statement/needs assessment. Your proposed project/program must include two of the following components:
 - Hands-on community service
 - Fundraising request (not to exceed \$10,000)
 - Review process procedures with recommendations for improvement, long-term marketing plan, branding campaign, business planning, etc.
 - A category of your choice. The more specific you are, the easier it will be for the review committee and class to evaluate.
- 4) Program/project goals and objectives (outcomes) – How is situation expected to change due to the completion of the project?
- 5) Future funding/sustainability – How will the results of the project/fundraising be maintained after the Leadership Henderson Class has finished the requested project?
- 6) Budget – If there is a fundraising component please provide a complete budget, including narrative and list of any funding that has already been secured for project and by whom?
- 7) Upon project completion, how will agency recognize Leadership Henderson Class of 2024 and the Henderson Chamber of Commerce Foundation?

Please complete application and email requested documents to Kelly Green at kgreen@hendersonchamber.com