



October 9, 2017

Since 1982, the *Leadership Charlottesville* program of our Charlottesville Regional Chamber of Commerce has advanced our member enterprises' efforts to build an active corps of more than 980 engaged and dedicated civic leaders. *Leadership Charlottesville* has become and remains a signature Chamber member service and community resource.

As part of the *Leadership Charlottesville* program, class members participate in project teams to address significant community needs. These projects are intended to give participants leadership experience in working with community organizations and responding to community needs.

In order to maximize our program's impact on our community and offer the best possible project offerings, we are requesting project ideas or areas of need from community organizations. Your participation will afford your organization the opportunity to tap into and harness the expertise of *Leadership Charlottesville* members and heighten the awareness of the important services you offer.

We encourage you to submit a proposal based on unmet community needs of which you are aware. Whether you have a specific project idea or wish to rely on the creativity of the program participants to design and develop a response, *Leadership Charlottesville* invites your proposal. Project guidelines are below and the RFP accompanies this letter via an attachment.

For questions, I can be reached at 434.295.3078 or education@cvillechamber.com.

Sincerely,

Andrea

Andrea Copeland-Whitsett
Director, *Leadership Charlottesville*



Class Projects Purpose and Guidelines

Purpose:

To civically engage *Leadership Charlottesville* class members.

Class Projects:

1. Will introduce, in a tangible way, how to address community issues and taking action as a result.
2. Will encourage creativity by allowing participants to have a true problem-solving experience.
3. Will allow participants to learn to partner with community organizations.
4. Will allow participants to learn to work effectively in teams, and to put into practice the learning and knowledge gained from the fall sessions.
5. Will provide the opportunity to sharpen leadership skills such as consensus building, motivating other team members, putting vision into practice, creativity, and team-building.

Project Guidelines:

1. Projects should allow teams to have a true problem-solving experience.
2. Project teams should consist of 7-9 members. Will vary by class size.
3. A project idea should be researched in advance to determine that it meets a community need, and does not duplicate services already in place.
4. We strongly recommend that each project team partner with an existing nonprofit organization, government agency or Chamber enterprise to help guide and support the project.
5. Project ideas should be formatted in written proposal form.
6. Must begin and be completed between December 1, 2017 and April 21, 2018 and have a clear outcome, result or end product.
7. Projects are non-partisan and are not religious in nature.
8. Projects should be funded by the community partner only. *Leadership Charlottesville* teams cannot and will not raise funds for the project. Any funds raised should be done by the partner organization only.
9. Project themes can include: education, human services, economic development, housing, criminal justice, environment, the arts, and animal welfare, etc.
10. Each project must be supported and completed by a team. No individual projects will be considered.