



2017 Leadership Bend Impact Summit: Empowering Central Oregon's Nonprofits to Strengthen Our Community

A Project of Leadership Bend Class of 2017

Leadership Bend Impact Summit (LBIS) provides funding, programming, training and visibility to nonprofit organizations serving Central Oregon.

LBIS hosts a series of workshops facilitated by leaders and experts from our community who specialize in supporting and assisting nonprofits in several key areas including, without limitation, business planning, board management, marketing, fundraising, and coaching. At the conclusion of these workshops, LBIS organizes a community event at which a select set of workshop participants will publicly pitch their strategic business plan concept. The event, called Pitch for a Purpose, is an opportunity to increase your organization's exposure and compete for a cash prize intended to enhance your organization's capacity to execute its strategic business plan. Previous Pitch for a Purpose winners include Healing Reins Therapeutic Riding Center (2015) and La Pine Community Kitchen (2016).

Process and Timeline Overview

1. Respond to the request for applications issued by LBIS. Submit the application as one PDF document to, applications@lbimpactsummit.com, no later than 5 p.m. on **February 17, 2017**.
2. The application committee will review initial applications and select approximately ten nonprofits to participate in a series of workshops. Workshops will be scheduled in March & April. The executive director/program director and a member of the board (need not be the same board member for each session) will need to attend each workshop. Workshop topics include: (a) Strategic Planning & Finance; (b) Leadership & Governance; (c) Marketing; and (d) Pitch Coaching. Workshop dates are provided below and will be held in the afternoon.
 - a. March 7, 2017
 - b. March 21, 2017
 - c. April 4, 2017
 - d. April 11, 2017
3. At the conclusion of the workshop series, participants will submit their strategic business plan concepts to LBIS.
4. Based on a review of the strategic business plan concepts, five nonprofits will be selected to "pitch" to a panel of experts in a public competition for a cash prize.
5. Each nonprofit selected to participate in the competition will receive a coaching session on how to pitch your nonprofit organization prior to the event. A pitch coaching session will be on April 25, 2017.
6. LBIS intends to award two prizes: \$10,000 to the winner of the competition, and \$1,500 to a different nonprofit based on audience choice.

7. The public forum will provide visibility for participating nonprofits organizations, which may offer brand recognition, volunteer and board recruitment opportunities, new fundraising prospects, as well as other benefits.

Eligibility

In order to be considered for LBIS, at a minimum, an applicant must:

- Be a 501(c)(3) organization
- Be registered and in good standing with the Oregon Department of Justice and Oregon Secretary of State
- Have an annual budget that does not exceed \$750,000
- Operate from, and primarily serve, Central Oregon (defined as Crook, Deschutes and/or Jefferson Counties)

In addition, the following organizational activities are not eligible for funding:

- Religious groups promoting religious activities
- Political organizations
- Support for an individual person
- Organizations that discriminate against individuals on the basis of creed, color, sexual orientation, age, gender, national origin, and/or veteran status
- Any non-charitable purpose

Nonprofit organizations are not eligible to apply if a staff member of the organization is a member of Leadership Bend Class of 2017.

Submit any questions about LBIS or the request for applications to applications@lbimpactsummit.com.

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Request for Applications

Please submit an application with all of the following information in one PDF document.

1. Organization Information

- Organization name:
- Address:
- City, state, zip code:
- Year founded:
- Website:

2. Executive Director Information

- Name:
- Title:
- Email address:
- Number of years at organization:
- Number of years in current role:

3. Financials

- List of confirmed funding sources for the current fiscal year (grants, foundations, businesses and individual giving).
- List of anticipated primary funding sources or pending applications for the current fiscal year.
- Attach the organization's budget for the current fiscal year.
- Attach the most recent fiscal year-end balance sheet and a revenue and expense report (profit and loss statement). Unaudited internal financial statements are acceptable.

4. Structure and Primary Objectives

- A statement of the primary objectives of the organization.
- A statement of the community needs addressed by the organization.
- The organization's mission statement.

- A list of the organization's current board of directors.
- A current organizational chart.
- A copy of the organization's 501(c)(3) determination letter.

5. Employees

- Number of current employees, (report both total number and as full-time equivalents).
- Average number of volunteer hours per year.
- Average amount of in-kind donations per year.

6. Impact (Please limit your response to 500 words)

For the most recent fiscal year for which complete data are available:

- State your organization's beneficiaries, including the number of total individuals, organizations, and/or applicable unit served.
- Include the most important metrics used by your organization to measure your impact.
- Include specific results.

7. Strategic Business Plan (Please limit your response to 250 words)

Does your organization have a current strategic business plan? If yes, when was it last updated and are you preparing for a new planning process? If no, have you considered initiating a strategic business planning process and do you have a timeline over which you would like to develop a plan for your organization? For either response, how do you envision the workshops offered by LBIS helping your organization?

8. Intent (please limit your response to 250 words)

Why does your organization want to participate in the LBIS program?

9. Commitment

If your organization is selected to participate, your organization's executive director and a member of the board must commit to participating in the entire LBIS program. Please confirm your commitment to the following:

- Four workshops.
- One individual coaching session.
- Pitch event at 5:30 p.m. on **May 11, 2017** at a location to be determined.
- If your organization is the recipient of an award, you must submit a report to Leadership Bend by January 15, 2018 on the impact of the award and your organization's participation in LBIS's program.