



## **Request for Proposals from the [HVCS Legacy Fund](#) for Projects to Serve and Empower Transgender and Non-Conforming Youth in the Hudson Valley Area**

### **Background of the HVCS Legacy Fund**

The [Westchester Community Foundation](#) (WCF), established in 1975 as a division of The New York Community Trust, is a grantmaking foundation dedicated to improving the lives of residents of Westchester. WCF brings together individuals, families, foundations, and businesses to build a better community and support nonprofits that make a difference.

*The HVCS Legacy Fund* was established in the WCF in 2021 by the board of the Hudson Valley Community Services (HVCS), a health and human services nonprofit organization. For 37 years HVCS provided access to health and mental health care and quality of life services and programs for the emerging needs of historically vulnerable, underserved, and stigmatized communities living in the Hudson Valley. With the merger of HVCS and [Cornerstone Family Healthcare](#), the *HVCS Legacy Fund* carries on the legacy of HVCS by identifying and supporting innovative, community- and service-derived programming for marginalized groups throughout the Hudson Valley. Through [this RFP](#), the *HVCS Legacy Fund* will provide grants to support new and emerging approaches that are not yet widely available or mainstream, not typically fundable, and not reimbursed through existing programs.

### **Overview of Request for Proposals**

According to the 2015 U.S. Transgender survey conducted by the National Center for Transgender Equality, transgender people reported facing high levels of mistreatment, harassment, and violence in every aspect of life. Transgender people of color experience deeper and broader patterns of discrimination than white respondents, including higher rates of living in poverty, higher unemployment rates, and greater health disparities, particularly for those who might be living with HIV.

The majority of respondents who were out or perceived as transgender while in school (K-12) experienced some form of mistreatment, including being verbally harassed (54%), physically attacked (24%), and sexually assaulted (13%) because they were transgender. Further, 17% experienced such severe mistreatment that they left school as a result.

The *HVCS Legacy Fund* values work that builds toward a future of justice for transgender and non-conforming people regardless of race, ethnicity, disability, class and other forms of discrimination. Against this backdrop, in its first round of grantmaking, the WCF's *HVCS Legacy Fund* will award project-focused grants to nonprofits based-in and serving transgender and non-conforming youth up to age 25 from seven Hudson Valley counties (list of counties in eligibility section). Grants will support projects of up to two years that commence July 1, 2023. Applicants may seek support for one or two years. The *HVCS Legacy Fund* expects to make between 4 to 6 grants ranging between \$5,000 to \$25,000 a year.

For purposes of this RFP, the terms “transgender” and “non-conforming” include transsexual, transgender, genderqueer, and more generally, anyone whose gender identity or gender expression is non-conforming and/or different from their birth-defined sex.

### **Funding Priorities**

The *HVCS Legacy Fund* will consider project-focused grants to:

- Organizations and programs led by and focused on the unique experiences of transgender and non-conforming youth.
- Organizations and programs designed to increase the visibility and acceptance of transgender and non-conforming youth.
- Organizations and programs that lift up and empower the voices and experiences of transgender and non-conforming youth, especially youth of color.
- New, start-up, or pilot programs designed to meet gaps and unmet needs.

Grants will not be made to individuals. Grants will also not be made to applicant organizations that are seeking general operating support or funds for capital and building campaigns, endowments, equipment, deficit financing, and/or for religious purposes.

### **Eligibility**

Organizations based in and serving transgender youth up to the age of 25 in the Counties of Dutchess, Orange, Putnam, Rockland, Sullivan, Ulster, and Westchester. Grassroots organizations such as coalitions of newly formed projects that do not have a 501 (c)(3) designation from the Internal Revenue Service may apply for support but must use a funds administrator (i.e., a nonprofit that will agree to accept the funds on their behalf).

Grantees (or funds administrators) should have a board of directors with at least five independent and non-related members with no more than one paid member. Preference will be given to applicants whose staff, board, and/or advisory council members include transgender and gender non-confirming individuals.

### **Application Requirements**

Your application should include the following:

- A. A project narrative (please limit to five single-spaced pages and use a 12-point font) that includes information about:
  - your organization’s mission, programming, and transgender and gender non-conforming staff, board, and/or advisory council;
  - who you serve, the challenges they face, and how your proposed project will help to address those challenges;
  - your goal for the project and the activities you propose to undertake;
  - list of 3-6 project deliverables that you plan to complete during the proposal’s grant period of one year;
  - the names of any consultants you plan to work with; and
  - plans to sustain the project or services after funding from the *HVCS Legacy Fund* ends.

- B. A project budget, including expenses (including staff time and other organizational costs) and sources of revenue, i.e. the names of other foundation, government, and corporate funders and the amount you expect to receive from each of them (please specify whether grants are committed or pending).
- C. A list of the members of the board of directors, including years with the organization (if using a funds administrator, please provide the board list for the funds administrator and a list of any advisory board members your organization might have).
- D. Your current actual income and expense statement and year-end balance sheet and projected 2023 organizational budget (including income sources and expenses).

### **Submission Directions**

1. Merge items A-D (listed above) into a single PDF file no more than 25 MB in size, using the following file format: “Applicant Organization Name.pdf.”
2. Fill out the Proposal Cover Sheet for the [HVCS Legacy Fund for Transgender and Non-Conforming Youth RFP](#).
  - a. For purposes of the staff and board ethnicity breakdown, please provide information for the entire institution, not just the department where the work may occur. These fields cannot be left blank.
  - b. If you are applying from an academic institution or research university, your department administrator can provide the EIN, staff composition, and/or other information requested on the Proposal Cover Sheet.
  - c. At least one NTEE code is required (last section of the Proposal Cover Sheet).
3. Because you will need to submit the proposal and the Proposal Cover Sheet together, we recommend making sure that your proposal is ready for submission prior to starting the Proposal Cover Sheet.
4. When you have completed the Proposal Cover Sheet, you should upload a PDF copy of your proposal (including all the materials listed for the narrative). You will know you have done this when it says, “You have successfully uploaded your PDF.”
5. Once uploaded, check the certification box at the end of the application page and click submit. You will get an email confirming the proposal has been received. This email will include—as a PDF attachment—the Proposal Cover Sheet you just completed.

You must submit your application to the Grants Portal between 9:00 a.m. on Wednesday, January 4, 2023 and 5:00 p.m. on Wednesday, February 15, 2023. Applications that are incomplete or submitted after the due date will not be considered for funding.

Direct RFP content questions to Robin Melen, WCF Program Officer, at [rmelen@wcf-ny.org](mailto:rmelen@wcf-ny.org).

For assistance completing the proposal coversheet, uploading the proposal, or navigating the portal, contact Melanie DeLorenzo, Grants Manager, at [mdl@nyct-cfi.org](mailto:mdl@nyct-cfi.org).

Grants will be announced in June 2023.