



2019 Under Armour Facility Improvement Program REQUEST FOR PROPOSALS (RFP)

Goal

Provide Baltimore City Schools with financial and technical assistance to improve the quality, safety, and accessibility of athletic, academic and recreation facilities with a particular focus on improving the student-athlete experience, wellness and student wholeness. The Program provides grants of up to \$25,000 for capital improvement projects to school spaces.

Overview

The Under Armour Facility Improvement Program (the “Program”) provides grants of up to \$25,000 for capital improvement projects to schools in Baltimore City. Technical assistance and grant management will be provided by the Fund for Educational Excellence (Fund). The Fund is a Baltimore-based non-profit organization working to expand resources, identify and accelerate solutions, and recognize excellence so that all children in Baltimore City Public Schools experience an excellent and equitable education. Wholly committed to expanding educational opportunity for *all* students and to end the systemic inequities that are a barrier to this goal, the Fund focuses our efforts on improving City Schools at a systemic level to make it a place where all children can thrive and succeed.

Proposals will be evaluated based on the extent to which they:

- (1) Seek to upgrade existing facilities that are in poor condition or otherwise underutilized;
- (2) Demonstrate current usage/ demand for the facility improvement project;
- (3) Demonstrate community support and collaboration with local partners
- (4) Feasibility of being completed by 9/2/19
- (5) Continuing maintenance and facility safety plan established
- (6) Promote student wellness and child wholeness

**Deadline for receipt of proposals is February 1st, 2019. No exceptions.
Please read the complete RFP before submitting a proposal.**

Availability of Funding

School facilities serve as tremendous assets. They offer essential opportunities for play, learning, and exercise that foster engaged and active students.

Applicants may submit requests of up to \$25,000 for: sports facility refurbishments (e.g. weight rooms, dance studios, locker rooms, etc.); sports field/court upgrades (e.g. refinishing a court, painting a gym, leveling a playing field, etc.); school activity facilities upgrades (e.g. pre-game/coaches conference room, locker rooms, student-athlete study hall centers, etc.); sports related equipment and amenities that align with the use of the space (e.g. weight machines, lighting, scoreboards); or student wellness spaces (Sensory rooms, home economics kitchen renovation, playgrounds, etc.). Funding from the Program may not be used for maintenance, as all grant funds must be used for capital expenditures or equipment/amenities.

Click [here](#) to see examples from the 2018 Under Armour Facilities Improvement Program.

Organizational Eligibility Criteria

All elementary, middle, or high schools located in Baltimore City are eligible for the Under Armour Facility Improvement Program. Schools that were awarded the 2018 Under Armour Facility Improvement Program will not be considered.

Selection Criteria

Organizations and their projects will be selected for funding based upon the following criteria:

- 1. Feasibility of the proposed project.** The project budget must be based upon realistic costs, with either project-specific written contractor's estimates, or official estimates provided by the district office facilities office (where applicable). Assistance and support with obtaining quotes and connecting to appropriate third party contractors is available upon request.
- 2. Project readiness.** A project timeline should be specified in the proposal; projects must be completed within 12 months of grant award. Sources of funding for the entire project, if greater than \$25,000, must be identified. (Note: Plans for facility capital improvement projects should take into account the schedule of recreation activities over the course of the year.)
- 3. Impact upon neighborhood and support from the community.** The proposal should clearly state how the facility improvements would benefit the school community. It also must clearly detail how many students, outside youth and community members will make use of the facility. Support letters from other neighborhood and partner organizations and joint use agreements (where applicable) should be included. If other sports teams, leagues, or clubs are scheduled to use the facility, please include contact information and/or letters of support.

4. Security of future facility and safety. Proposals must have written commitments of maintenance funding with a corresponding detailed three-year maintenance plan in order to demonstrate that the applicant will maintain the facilities despite projected wear and tear and potential overuse.

5. Capacity of organization and its partners to carry out project. The applicant organization must demonstrate, through its current management team and previous experience, the ability to manage the project.

Application Procedures

To apply for funding under the Under Armour Facility Improvement Program, **email** proposals to peted@ffee.org

Cover Sheet: A one-page cover sheet including the following information:

- Name, address, e-mail address, telephone and facsimile numbers of the school
- Contact person for this application
- Brief description of proposed project
- Amount of funding requested

Narrative: In no more than three (3) typed pages, address the following:

- *Description of the school*: mission, history, and accomplishments, with a focus on capacity to develop the proposed project;
- *Description of the neighborhood*: boundaries of the catchment area, income levels and ethnicity of the population served, condition of housing stock and main commercial areas, existence and conditions of local parks and open spaces (including community facilities);
- *Description of the project*: location, current condition, plans for site use, progress on this plan (including status on site control, zoning, environmental review, and physical improvements), project budget and timeline for completion of the project, community support for project, and agreements with partner organizations.
- *Impact of the project and future sustainability*: planned or anticipated programming for the facility including youth and high school sports programs and clubs, plans for continued maintenance and safety of the facility, and how the project fits into community plans for neighborhood; and
- *Please indicate how you learned about the opportunity.*

Required Attachments:

- Project budget & timeline for the renovations/construction of the facilities.
- Commitment letters from community partners.
- Letters of support and joint use agreements from facility users and other community organizations.
- Environmental reports (if necessary).
- Quote and W-9 from licensed contractor with scope and sequence of work to be performed.

Proposals are due by February 1, 2019

Please read the complete RFP before submitting a proposal.

EMAIL SUBMISSIONS TO

peted@ffee.org

PLEASE SEND THE PROPOSAL AS A PDF ATTACHMENT AND INCLUDE ALL REQUIRED DOCUMENTS AS PER THE RFP. DO NOT SEND THE PROPOSAL IN THE BODY OF THE EMAIL.

Use <https://smallpdf.com/> to compress multiple PDF files easily!

Please title the attachment with Organization and Project name.

If you have questions regarding this RFP, please contact a member of the Under Armour Facility Improvement Program team at the Fund for Educational Excellence.

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