CiviCO Social Enterprise Fellowship Program 2019-20
Request for Proposals

Overview:

The CIVICO Social Enterprise Fellowship is a program of the Barton Institute and the University of Denver. The Fellowship brings together an interdisciplinary group of twelve DU graduate students from diverse fields of study to learn principles of social enterprise and take action on social, environmental, and economic challenges to improve the lives of people in Colorado facing challenges in their communities. The annual Fellowship is funded through a partnership with the CiviCO.

Opportunity: Call for Fellowship Projects

The Barton Institute invites social-purpose organizations (including nonprofits, businesses, funders/investors, and government) seeking to make social, environmental, and economic impacts in the community through social enterprise to consider applying to host a team of two Social Enterprise Fellows to work on a research or consulting project for five months from January – May 2020 (approximately ten hours per week for each fellow, or 20 hours/week total).

An important goal of this field fellowship experience is to expose Social Enterprise Fellows to the strategic and management challenges of social enterprises using business strategies to address social or environmental challenges. Host organizations will benefit from the skills and capabilities of the Fellows, while the Fellows will benefit from applying their knowledge and expertise in a real-world setting. The Fellows are paid through a stipend from the Barton Institute. Projects will be structured as a consulting project with a specific scope of work and concrete deliverables to the host organization as client, with Barton Institute staff providing support and oversight.

Requirements:

Host organizations can request a team of Fellows by proposing a defined project that supports the host organization’s social impact goals, while leveraging the Fellows’ graduate-level
experience and expertise. Projects can include specific research on customers, new markets, or products, or design of internal tools for ongoing assessment and data collection to enhance financial and programmatic impact.

**Host organizations must provide:**

- A primary project supervisor to launch and oversee the work of the Fellows; this individual must be available to meet with the Fellows weekly, provide project guidance, and work with Barton Institute staff to refine and guide the scope of work.
- Space in which Fellows can work when on-site.
- Opportunities to engage Fellows in strategic discussions at the beginning, middle, and end of the project about how it informs the mission of the organization and how their recommendations can be most useful.

**Other Guidelines:**

- The project must be located in the Metro Denver area (Adams, Arapahoe, Boulder, Broomfield, Denver, Douglas or Jefferson counties), but could serve people outside of this area.
- The project should be designed to address a specific problem with the goal of enhancing the social, environmental, or economic impact or the financial sustainability of the organization.
- There should a specific target audience and project deliverable that can be completed within the five-month period.
- The board or leadership of the organization must be aware of and approve the project.
- Please note that the following types of projects will **not** be considered:
  - Projects that are politically partisan or religious in nature
  - Projects solely aimed at event planning
  - Projects that are administrative in nature
  - Projects solely aimed at fundraising, unless focused on researching capital sources and analyzing their implications, or on developing a strategic pitch for a social enterprise to help attract partners or capital.

**Examples of Projects:**

The following are examples of the types of projects that might prove to be a good fit for a team of Social Enterprise Fellows:

- Conducting research about potential markets and strengthening outreach and communication strategies.
- Strengthening internal systems for impact measurement and management and performance metrics to guide strategy.
- Developing or enhancing business plans to launch or operate a social enterprise.
- Using human centered design approaches to research shifts in customer needs or researching changing markets and their impact on a social enterprise business model.
• Evaluating growth and expansion opportunities for an existing social enterprise, including exploration of capital and funding sources.

Visit our website for stories about past Fellows projects. Your specific project description and clear objectives will help us match your organization with Fellows who have the skills and interests that will accomplish your goals.

Process:

Host organizations submit proposals and a committee assembled by the Barton Institute (and which includes at least one Fellow from a previous year) reviews the proposals and selects a group of twelve semi-finalists that best meet our program goals. Those projects will be vetted by the Fellows themselves, and finalists will be invited to come pitch their proposal to the Fellows. Following those brief presentations, Fellows will rank their choices and Barton staff will assign projects based on Fellow interest and skills as well as the experience needed to complete the project effectively.

This is likely to be a highly competitive process and the interests, skills, and experience of the Fellows significantly influence the selection process, so that selected projects will have the best project outcomes for both Fellows and host organizations.

Proposal Guidelines:

To apply to host a team of Social Enterprise Fellows, please submit a proposal of no longer than three (3) pages with the following components.

1. Name and Contact Information of person submitting proposal
2. Mission/Purpose of Organization/Business
3. Description of Organization’s work and social/financial impact (1-2 paragraphs)
4. Project Description answering the following questions:
   a. What is the Project?
   b. How does the Project fit within the work of the Organization?
   c. How and why is this Project related to a social enterprise?
   d. If successful, what will the outcomes of the Project be?
   e. What role will the Fellows play in achieving these outcomes?
   f. What type of expertise would you like to have among the Fellows who work on your project?
   g. Who will serve as supervisor of the Fellows in their work on the Project?
5. Attachments (not included in the three-page limit): Please attach materials to the proposal that tell the story of your organization and its work. These materials could include links to websites, annual reports, brochures, videos, etc.

Timeline:

- Deadline for proposals: October 4, 2019, 5:00 p.m.
- Semi-finalists selected by committee: October 17, 2019
- Finalists selected by Fellows: October 25, 2019
- Finalists make presentations and meet Fellows: November 1, 2019
- Projects selected: November 4, 2019
- Introductory meetings of Projects and Fellows: November 2019
- Fellows begin work on Projects: week of January 13, 2020
- Project ends by: May 31, 2020

Submission of Proposal:

Please submit your proposal via an attachment to email by 5 p.m. on Friday, October 4th to:

Heidi Vosekas  
Executive Assistant  
Barton Institute for Philanthropy and Social Enterprise  
heidi.vosekas@du.edu

You will receive an email notifying you of receipt of your proposal. If you do not receive a confirmation email, please contact Heidi at 303.871.6299.

If you have questions while preparing your proposal, please contact Rebecca Arno, Director, Barton Institute for Philanthropy and Social Enterprise, Rebecca.arno@du.edu or 303.871.6090.