



8-14-2017

## 2017 Dental Services - Request for Proposals

**Project Purpose and Description:** The National Council of the United States Society of St. Vincent de Paul has been provided a grant from an anonymous foundation to provide dental services. Proposals are being solicited from SVdP Councils and Conferences for SVdPUSA Dental Grant Programs: Start up and Ongoing (\$33,000 total).

**Any** SVdPUSA Council or Conference may apply that meets the outlined proposal guidelines. Dental grants will be awarded from \$1,000-\$11,000. Start-up projects are defined as, “shovel ready” dental programs ready for implementation with other funding sources committed, and these funds considered “last in.” Ongoing dental program grants will be for existing programs providing dental services to individuals living in poverty.

### Proposal Guidelines:

This Request for Proposal represents the requirements for an open and competitive process. Proposals will be accepted until **4 p.m. Central Time Zone, October 20, 2017**. Any proposals received after this date and time will be returned to the sender. All proposals must be signed by the Executive Director, or, CEO or highest Council President if there is not an Executive Director.

**Councils must be Instituted, Conferences must be Aggregated and be in compliance with the IRS 501 (c) (3) requirements. The latest Annual Report must accompany the submission.**

**SUBMISSION Outline:** It is **IMPORTANT** to follow this outline. Proposals not following this outline will **NOT** be accepted.

	Name of the Project	
Contact Person (Name)	Contact Person Email address	Contact Person Phone Number
Conference/Council Name	Conference/Council Address	Conference/Council City/State
Solidarity is Paid (yes or no)	501 c 3 is in good standing (Yes or No)	

**Project Approval:** **CEO/ Executive Director/ Highest Conference President (only one required)**

**Project Description:** A brief history of providing dental services and/or the need for starting a dental program. Also include: a detailed description of how the funds will be used, why is there a NEED for more funding, how many individuals will benefit from the grant, what kind of services will be provided, a proposed schedule or timeline for the project, and a detailed line item budget for the proposed project.

**Reports Required:** Program Impact/Progress reports will be required at: six-months and 12-months (final). Success/Impact stories will be **REQUIRED** with each submission.

**Requirements for Submission:** A copy of the most current SVdPUSA Annual Report, proof of medical liability insurance, and solidarity payment must be current. Prefer email submissions.

Proposals are to be typed using a 12 point font in a standard style, and spacing should be single spacing. The proposal is limited to **ONE** typed page.

### Evaluation:

The Friends of the Poor® Grant Committee will review and evaluate the proposals. Each proposal will be evaluated based on its individual merits and needs.

**For more information and/or to submit the proposal:** Steve Martinez, MA, Chief Development Officer, National Council of the United States, Society of St. Vincent de Paul, 58 Progress Parkway, Maryland Heights, MO 63043-3706; 314-576-3993-ext. 213 or [smartinez@svdpusa.org](mailto:smartinez@svdpusa.org)