



YELLOW SPRINGS COMMUNITY FOUNDATION
Request for Proposals
2017-2018 Antioch College Academic Year

The Miller Fellowship Program is a program of the **Yellow Springs Community Foundation**, funded by the **Nolan J. and Richard D. Miller Endowment Fund**. Nolan Miller (d. 2006) was Associate Editor of *The Antioch Review*, a noted writing teacher and a beloved Antioch College professor. His brother, Richard (d. 2009), was a highly regarded artist working in many different media. The purpose of this fund is to support fellowships for Antioch College students who engage in service for the benefit of the Yellow Springs community. While a measure of priority will be given to serving the needs of the elderly in Yellow Springs, other public service institutions will be supported as well, in keeping with the basic premise of the endowment that it is meant to foster mutual respect between Antioch College and the whole of the Yellow Springs community.

The Yellow Springs Community Foundation will be accepting proposals from Yellow Springs nonprofits that wish to place Miller Fellows in their organization. In accordance with the Antioch College curriculum for the 2017-2018 academic year. Miller Fellows will be available part-time for up to 10 hours per week during the three study quarters, and a minimum of 30 hours up to 40 hours per week during the work quarter. Miller Fellowships are open to all Antioch College students.

Applications may be made for Fellows for the full study-work program (3 part-time quarters and one full-time work quarter) or the study-only program (4 part-time quarters). The maximum grant for the full work and study program will be \$9,240 (\$1,320 for each of the three part-time quarters and \$5,250 for one co-op quarter); the maximum grant for the study-only program will be \$5,280 (\$1,320 per part-time quarter). Organizations may apply for more than one intern.

Applicants should understand that Antioch students are required to spend one quarter each year in a full-time work setting. This means that those organizations choosing the part-time only program will have a substitution of their Miller Fellow for one quarter during the school year.

The Foundation will pay, through grants to the successful nonprofits, the direct labor costs of the fellowships. The hourly rate for Miller Fellows is \$12/hour. Overhead costs will be the responsibility of the nonprofit organization.

Proposal Process:

- Due Date: **August 1, 2017**
- Contents:
 - Cover page (attached and also available at www.yscf.org)
 - Proposed tasks or duties to be undertaken by the fellows
 - Educational goals of the tasks or duties
 - Benefit to Yellow Springs community
 - Number of fellows requested
 - Indicate whether the part-time only program or three part-time quarters plus one full-time quarter program is desired
 - Statement of mission or charter of the organization
- Length:
 - The proposal should be no more than five (5) pages of text (not including the cover page). The proposal should state, succinctly, the job descriptions of the fellows, how the jobs benefit the student, how the jobs benefit the community, and who will supervise the student.
- Evaluation criteria (of equal importance):
 - Non-profits should have the fiscal structure to responsibly carryout payroll functions
 - Non-profits should have the ability to supervise and evaluate the fellows during their placement
 - Proposed tasks and duties of the fellows have educational content
 - Proposed tasks and duties of the fellows have benefit to the Yellow Springs community
- Submit electronic proposals only to yscf@yscf.org
- Evaluation period: **August 1 – August 31, 2017**
- Anticipated announcement of awards: **Prior to September 30, 2016**
- Distribution of funds:
 - Quarterly, beginning Fall, 2017
 - Unused funds will be deducted from the next quarter's distribution

NEW!

Nonprofit Administration Seminars

Each Miller Fellow recipient organization will be expected to make its director or a delegate available for two hours per week to participate in nonprofit educational sessions that will range from panel discussions to seminars, involving nonprofit administrators, Antioch College students, senior citizen mentors, and local nonprofit experts. Topics will include bylaws, board governance, fundraising, and marketing. As of now, these sessions are planned for Thursday afternoons.

