

SAMPLE 3

PRELIMINARY GRANT PROPOSAL

WE CARE

GRANT SEEKER:

WE CARE

JAIPUR, INDIA

DISCLAIMER:

Names and addresses in this grant proposal sample have been changed.
Similarities to actual programs, people or organizations are coincidental and not intentional.

What is the primary service of your organization?

We Care is a temporary shelter for street children in Jaipur, India. Presently, *We Care* can provide food, clothing and shelter for up to 30 street children at a time. *We Care* has been in existence for 3 (three) years trying to provide hope and care to street children. Children in the *We Care* shelter are ages 5-13 usually brought to us by representatives of the city's Social Services Center.

What geographic area does your organization serve?

We Care provides services to children who wander the streets surrounding the Jaipur area for lack of places to go home to. They are those found sleeping in pavements, parks and bridges around the community.

In Jaipur, the problems of street children are chronic. The area has been considered the capital of the poor in India. It has been the center for massive immigration during India's recent series of droughts. The migrants, plus many impoverished others, live with their children in illegal makeshift shacks, tents and most of the time on the street. (Source: www.i-indiaonline.com)

Brief history of your organization, describing its purpose, activities and accomplishments:

Founded in 2002, *We Care* has grown from a simple soup kitchen to a complete shelter that houses street children up to a maximum of 6 months. During their stay, the children undergo sessions on basic manners and hygiene facilitated by in-house staff and volunteers. They are offered counseling and attend talks on values formation given by the Sisters of Mercy who are committed to the center.

The *We Care* shelter is a 1,000-square meter home being rented for \$5,000 a month. There are four bedrooms, four bathrooms, kitchen, dining area, living room, and a recreation or lounge area. The living room which is a large area was transformed into two makeshift classrooms for the street children. *We Care* was recognized as a model temporary shelter for street children by the Corporate Social Responsibility Organization in Jaipur.

Describe your organization's efforts to promote self-sufficiency and economic independence for program recipients or beneficiaries.

We Care has a membership base of 300 people from in and around the community that have pledged \$200 each a month. This translates to \$6,000 per month that helps cover the cost for food, clothing and home maintenance. 20% of this amount is allotted for operational costs that include salaries, utilities and rental.

We continue to actively 'sell' membership through the efforts of our membership base. This year's program will also focus on acquiring membership from corporations and organizations in select areas in India at \$500 per month. The We Care membership will be marketed as a social responsibility aid. We Care membership proposals will be sent to at least 100 corporations in the city.

At present, we have a vital tie-up with 'The Times', a leading daily that features news articles and mentions major donors of *We Care*. Through this, we hope we can invite more people to join our cause.

Describe how participants are involved in program development and decision-making.

Children entering the *We Care* shelter for the first time undergo counseling. Most of these children are abandoned and do not have a sense of family and belonging. Through counseling, *We Care* explains that there are people who care and are concerned about guiding them into their future.

With the classes offered by volunteers and the Sisters of Mercy, the children are encouraged to participate fully in reading, tailoring and baking classes offered. Attendance is a must for the values formation and basic hygiene sessions.

While at the *We Care* home, the children are taught and exposed to vocational skills that can help them for life. The children are divided into two groups: ages 3-7 and ages 8-13. Likewise, a one-hour reading tutorial daily is given to students by housewife volunteers from Mondays to Fridays.

The Sisters of Mercy leads the vocational and training skills classes. They come to the shelter three times a week to conduct classes on tailoring and sewing in small groups. After lunch, baking classes are held by the sisters, and both boys and girls are exposed to baking breads, cakes and cookies. The materials for these classes are partially subsidized by the Sisters of Mercy.

We Care gets the chance to thank sponsors and donors during our yearly Christmas program wherein the children participate - speaking, dancing and singing songs to show their gratitude. With the annual Christmas program, the children get a free hand in the production of their number, contributing their thoughts, songs and dances to make each program unique.

Describe the issue or problem to be addressed with grant funds.

We have been turning down numerous requests almost daily to house additional street children at *We Care*. This is mainly because of the limited space we currently have.

The selection of street children to be brought to We Care is mostly done by the Social Services Group. Children can stay at the shelter in a maximum of 6 months. After staying at We Care, the children are sent back to the government's Social Services Group, where a few thousand are looked after. The quality of care and time spent at We Care is evidently more enriching as the ratio of caregivers/teachers to each child is 1:8. With only 30 children at our center, our caregivers know each child and have a special relationship with them.

We Care is located beside an empty lot of 250 square meters in the village of Achoral. The empty lot is owned by Mr. Rashid Mohammad who is the same owner of We Care's current home. He has expressed his generosity to have We Care construct additional structure at this lot.

However, we will need to fund the **labor, construction materials and basic interiors for this new addition that can house additional 15-20 street children.** We are confident that even with additional 15-20 children we can continue providing the same quality care, instruction and accommodations. The projected increase in operational costs should not be a problem with the support of our corporate memberships in the coming year. With the corporate memberships and fundraising activities, we estimate an additional \$300,000 in revenue in the next 6 months.

What are the goals and activities of the proposed project?

Our goal at We Care is to increase our bed space to accommodate 20 more street children. This can be achieved with the construction of a new wing on the empty lot beside our current site.

With the funding, we will hire a reasonable contractor who can construct the new wing within six months at a given budget.

The activities that these 20 street children will be involved in will follow our current programs at the We Care Center. These include values formation, basic hygiene training, reading tutorials, tailoring, and baking. We are looking at this additional wing to house children in the age group of 8-13 years.

List the steps you will follow to accomplish your objectives (plan of action, anticipated timeline, and staff/volunteer roles and responsibilities).

Plan of Action:

1. Open bidding for contractor
2. Select contractor
3. Finalize proposed budget and blueprint.
4. Begin construction January 2007.
5. Constant monitoring of construction site.

6. Study of interiors for new wing.
7. Purchase/ Construction of basic furniture plus 20 beds for new wing.
8. End construction June 2007.

Within 4-6 weeks after receiving the grant funds, We Care's Executive Director, Adrika Ashani, will send detailed reports, receipts of itemized purchases and photos of the construction site.

Timeline: We are targeting January 2007 for the groundbreaking at the 20 square meter construction site. We hope to have We Care's New Wing constructed by June or July of 2007.

Staff volunteer roles and responsibilities:

1. Adrika Ashani – Executive Director

Ms. Ashani, who has been with the shelter since the very beginning, will oversee the entire project. She will coordinate closely with the contractor and review all proposed plans and budget. Ms. Ashani will ensure that the new wing will be constructed with the activities and needs of the street children in mind.

2. Mahesh Moulik – Associate Director

Mr. Moulik will assist Ms. Ashani in overseeing the project. Mr. Moulik will closely monitor work progress at the construction site. This is to ensure that its progress is based on the agreed timeline. Documentation and reporting on construction's progress will be submitted weekly.

3. Krishna Sultani - Program Manager

Ms. Sultani will be on top of the coordination between We Care and the Social Security Group regarding the street children. She will also be managing the line-up of activities and programs at We Care's New Wing.

How will you evaluate the proposed activity/program?

Construction of the new wing will be closely monitored by Ms. Adrika Ashani, Executive Director, and Mahesh Moulik, Associate Director. Construction will be evaluated based on the proposed blueprint and plans as envisioned. Quality control and purchase of interiors should strictly adhere to the budget.

The target date of completion is also a manner of evaluation. Within 3 months, the new wing's construction should be fifty percent completed. A contractor's

report every month will also be required, which will list the completed job requirements and other actions taken.

Line/Item Budget Form:

Interiors:

1. Construction of 20 beds
2. Purchase of 20 mattresses
3. Purchase of 40 monoblock chairs
4. Purchase of 3 monoblock tables

Exteriors:

Contractor's Budget: \$10,000.00

Will include \$5,000 for research

Construction materials: \$250,000

Please list other prospective funders for the project and the amounts requested.

1. True Value Hardware has agreed to donate 100 gallons of paint to be used for both the interior and exterior painting of the new wing. Cost estimate is \$2,500.
2. The Community Center has agreed to donate a set of swings or playground equipment for the new wing.
3. The Sisters of Mercy will continue to subsidize materials for the tailoring and baking programs of the children such as cloth material, yarns, threads, and baking ingredients.
4. The Good for You Bakery will be donating kitchen accessories, flour and yeast on a regular basis for the baking classes.
5. The Artists Club will be donating paintings and artwork from their students to add cheer to the New Wing.
6. 10 (ten) additional housewives from our member base have committed to spend time for the Reading Program once the New Wing is completed.
7. The Augustine School Library will donate educational books and magazines appropriate for the street children.