



Baldwin Leadership Program

Information Sheet

PROGRAM PURPOSE:

The Lancaster County Community Foundation established the Baldwin Leadership Program to honor former board director Reverend John R. Baldwin for his outstanding 20 years of service to the organization. Although Rev. Baldwin passed away in the fall of 2013, his spirit lives on in the form of this program. Today, there are 47 Baldwin alumni.

The Baldwin Leadership Program supports the personal leadership development of individuals to benefit the residents of Lancaster County. The Community Foundation has expanded the Baldwin Leadership Program to ensure access and participation of individuals who represent the diversity of our community, especially people of color.

Our goal is to build a cadre of strong community leaders who reflect Lancaster County today and tomorrow. For participation in the Baldwin Leadership Program, we are looking for emerging and established leaders who:

- a. Engage in our community around current issues
- b. Demonstrate a commitment to diversity, equity, and inclusion
- c. Bring openness, vulnerability, and a strong desire to learn
- d. Offer a willingness and ability to listen

The **18-month program** consists of each Baldwin Leader's development plan, an overnight retreat and monthly cohort meetings during the year. See final page for a tentative schedule.

FUNDS AVAILABLE:

Individual awards are up to \$5,000. We anticipate seven leadership awards in 2017. Funds may not be used for any purpose other than pursuit of the Baldwin Leader's individually focused program. Applications are limited to a single applicant per organization each year. Applications must be unique on an annual basis.

INFORMATION SESSIONS:

Saturday, March 18, 10:00am, Bright Side Opportunities Center, 515 Hershey Avenue.

Register here: <http://bit.ly/2iTTZm8>

Thursday, March 30, 5:30pm at San Juan Bautista Catholic Church, 425 S. Duke Street.

Register here: <http://bit.ly/2igXPXn>

Thursday, April 6, 3:00pm at the Community Foundation, 24 W. King Street.

Register here: <http://bit.ly/2iTVkZQ>

APPLICATION PROCESS:

- **Conversation of intent:** Interested individuals are encouraged to set up a time to meet or speak with Fran Rodriguez (frodriquez@lancfound.org) to discuss potential applications.
- **Staff feedback:** Application drafts must be submitted through the grant portal. Community Foundation staff will review and comment on drafts submitted by **July 3, 2017**. Drafts that are saved, but not submitted, will NOT be considered for feedback. On or before **July 11**, we will issue comments and revert your application back to “draft” status. You may revise and re-submit by the **final application deadline: July 18, 2017**.
- **Application submission:** Available at (www.LancFound.org/grants). Final due date is **July 18, by 11:59pm**.
- **Staff review:** Community Foundation staff initially review applications to determine eligibility and receipt of required documents.
- **Application review:** Applications are reviewed by the Baldwin Leadership Program volunteer review committee, which is comprised of Community Foundation board, staff, Baldwin alums, and other community members. The review consists of a numeric evaluation of the self-designed program (using the posted evaluation criteria) and a committee discussion that assesses the applicant’s contribution to a diverse and vibrant Baldwin Leadership Program cohort. Diversity includes, but is not limited to age, gender, ethnicity, race, language of origin, sexual identity, sexual orientation, physical challenges, the type of leadership plan, size of organization, geographic location, and length of experience in the community benefit sector.
- **Board recommendation:** Due diligence is performed on finalists and grants are recommended to the Community Foundation Board of Directors for approval.
- **Awards:** All finalists will be notified if they are accepted into the program by **September 21**, either by phone or email.

Selection criteria includes the degree to which:

- the self-designed program builds upon the applicant’s personal leadership growth
- the applicant brings a creative approach to the program
- the applicant’s creative thinking skills are fostered
- the self-designed program adds value to the Lancaster County community
- the applicant contributes to a diverse and inclusive Baldwin Leadership Program cohort

APPLICATION FORM: Available at (www.LancFound.org/grants)

APPLICATION QUESTIONS:

1. **GOALS:** What leadership and personal goals do you expect to achieve through the Baldwin Leadership Program over the next year? Why are those goals particularly relevant at this point in your life? (1500 characters)
2. **ACTIVITIES:** What activities do you plan to pursue with the Baldwin Leadership funding? How do these activities link with your goals? How will these activities encourage creative thinking in your leadership approach? Your plan should include a budget giving as much detail as possible on how up to \$5,000 will be spent. (2000 characters)

3. **IMPACT:** Keeping in mind that the Leadership Program is directly related to your own growth as a leader, what is the anticipated indirect impact of your proposed plan on your organization and/or the Lancaster County community? (1500 characters)
4. **COHORT MAKEUP:** A large part of the Leadership program consists of **required** facilitated cohort meetings and an overnight retreat for group learning and sharing. What unique qualities will you contribute to the Baldwin Leadership group? How will a diverse cohort benefit you as an individual? (1500 characters)
5. **UNIQUE IDENTITIES:** The Community Foundation seeks to create as diverse a cohort as possible, including but not limited to, diversity in age, gender, ethnicity, race, language of origin, sexual identity, sexual orientation, physical challenges, the type of Leadership, size of organization, geographic location, and length of experience in the community benefit sector. Considering this, is there anything else you would like us to know about you that would be helpful to our reviewers? (1500 characters)

ELIGIBILITY:

Applicants must work for community benefit organizations that benefit residents of Lancaster County, PA. Proposed activities cannot include work sabbaticals or vacation trips with family. Organizations are not eligible to receive grants from the same field of interest fund (in this case the Baldwin Leadership Program) for more than three consecutive years. The Community Foundation will accept only one application per project concept.

All applicants must be employed with a 501(c)(3) organization that is registered (or exempt from) and in good standing with the Bureau of Charitable Organizations. Community Foundation staff will verify these requirements utilizing Guidestar and other online resources. At the end of the application form, you will be prompted to upload the following documentation:

1. Audited or Reviewed Financial Statement (not compiled or a 990; must be completed within the past 12 months by an independent CPA)
2. Current fiscal year organizational budget
3. Current board of directors roster
4. Letter of recommendation from immediate supervisor or board chair (if applicant is the CEO)
5. Personal resume or a brief bio

By sending your application, you certify that 1) the information included in the application is true and correct, and 2) if named a recipient of the Baldwin Leadership Program, you agree to obtain release time (from work) necessary to pursue the program through completion, including attendance at all cohort meetings and overnight retreat.

Please refer to the “2017 Program & Grant Opportunities” guide for further eligibility details.

FUNDING PERIOD: September 20, 2017 to March 21, 2019

Reporting Requirements:

- Completion report
- Invoices for expenses of \$500 and over

Tentative Leadership Program Timeline:

- **OCTOBER 13, 2017**, 5:30-7pm, Baldwin Leaders Meet & Greet (Baldwin alum invited)
- OCTOBER – Baldwin Leadership Orientation
- NOVEMBER – Strength Finders Session
- JANUARY – 1st cohort meeting
- **MARCH, 2018** – 2nd cohort meeting
- APRIL – Overnight Retreat (location TBD)
- JUNE – 3rd cohort meeting
- AUGUST – 4th cohort meeting
- OCTOBER – 5th cohort meeting
- **FEBRUARY, 2019** – 6th cohort meeting
- MARCH – Graduation Reception

Informal Leadership Program Gatherings – planned over breakfast, lunch, or dinner

- **2017** – DECEMBER
- **2018** – FEBRUARY, MAY, SEPTEMBER, NOVEMBER