

Martha's Table Training & Technical Assistance Program Request for Applications

Background

For over 40 years, Martha's Table (MT) has worked to support strong children, strong families, and strong communities in DC so that every Washingtonian can stay and thrive. Knowing that one's neighborhood influences access to resources that affect opportunities in life, we are doubling down on our investment in the communities we stand alongside to ensure a zipcode never determines someone's future. We also believe that community members know best what their communities want and need to thrive. In 2021, over 1,000 neighbors shaped MT's 5 -Year Strategic Plan. We heard loud and clear from community members that the need to support the organizations already doing work in the community to build their capacity.

In response to the communities' request, Martha's Table launched the Training & Technical Assistance Program (TTAP). The program will support leaders of initiatives and nonprofits to strengthen the grassroots organizations in Ward 8 that are best connected to the communities we serve.

Purpose

Martha's Table is prepared to provide training and technical assistance to early-stage non-profits (incorporated for less than 12 months) and pre-incorporation initiatives within Ward 8. MT's support will be specifically tailored to the needs of the participating organization but may include training and capacity building technical assistance in any of the following areas:

- Initial Filing & Legal Structure Support;
- Financial Policy Development;
- Program Structure & Impact Measurement;
- Volunteer & Community Outreach and Engagement;
- Communications & Storytelling; and more as identified by both parties

Application Deadline

Applications must be submitted by email to CommunitySupports@marthastable.org and timestamped by Noon on September 25th, 2023.

Notification: Applicants will be notified of decisions by Oct. 2, 2023.

Contact

Please direct questions regarding this opportunity to Charlie Gussom, Assistant Director of Community Development at cgussom@marthastable.org

APPLICATION FORM

A. Summary (one page maximum)

1. Application date
2. Initiative/Organization's name, full address, telephone, and website/social media (if applicable)
3. Leader/Executive Director's name and contact information

B. Application Narrative (two pages maximum)

Please use a 12-point font and one-inch margins. The maximum length for this section is two single-spaced pages total. Please follow the application format exactly as outlined below, numbering each response. Attach this proposal narrative section as a separate PDF or .doc attachment.

***Alternative Application Narrative:** If you would prefer, you may prepare and submit a video response not to exceed 6 minutes in duration. Please make sure the video contains all of the required content indicated below. Acceptable formats for video submissions are .MOV, .MP4/MPEG4, or links to uploaded videos hosted on YouTube. Video links are to be sent to: communitysupports@marthastable.org*

1. Background (no more than 500 words)

Please be sure to include:

- Number of years operating in the community
- Initiative/organization's mission and goals
- Current programs and activities
- Any geographic focus for the work
- Key community stakeholders and relationship to the initiative/organization

2. Leaders' Profile (no more than 500 words)

Please tell us about the leaders of the initiative/organization. Make sure to

include: ● What connects them to the work being done

- Why that work is important to them
 - What neighborhoods they're most connected to and how long they've been connected to them ●
- How much time can be committed to working on community-based initiatives

3. Projected Areas of Focus for Training & Technical Assistance (no more than 500 words)

Please describe the current state of the initiative or organization that would be supported through this TTAP application. Please be sure to include:

- The areas for capacity building that you would like to engage in
- Any specific details that you would like us to consider

4. Projected Goals and Outcomes for next 12 months:

Describe 3 key goals or outcomes you envision having over the next 12 months. Describe how you will achieve these outcomes.

- Goal/Outcome #1:
- Goal/Outcome #2:
- Goal/Outcome #3:

