

Gathering Places Initiative

RFP INTRODUCTION

What is a gathering place?

A gathering place is a space for the entire community—what used to be called the commons—serving as a focal point for a community’s civic and cultural life, and an anchor around which new, more livable urban patterns can emerge.

What is Pomegranate Center?

Pomegranate Center is a nonprofit organization that has facilitated the creation of more than 20 community-crafted gathering places throughout the U.S. and abroad, ranging from amphitheaters for 300 people to shelters, community gardens and small parks. Pomegranate Center integrates social, artistic and environmental perspectives into these projects, working together with community members to create spaces that capture their collective talents, aspirations and connections.

Through two decades of experience, Pomegranate Center developed the Gathering Places Model based on seven principles that achieve multiple victories:

1. Involve the community in all phases of the project
2. Work with nature and make the project site-responsive
3. Make the process decisive and as unbroken as possible; *envision-design-build-steward* as one continuous process
4. Use many hands and volunteer friendly materials
5. Design for all generations and many purposes
6. Use environmentally sound practices
7. Create sacred space that capture identity and hope

What is the Gathering Places Initiative?

In spring 2007, Pomegranate Center is awarding one grant of \$20,000 in planning and design services by Pomegranate Center to an individual, group or organization that wishes to make their community more vital and livable by creating a new gathering place. The gathering place can take many shapes, including a pocket park, amphitheater, community garden or bus shelter.

The Gathering Places Initiative grant can be applied to planning and design services only. The selected applicant will be responsible for matching the grant in funds, volunteer time and in-kind donations for construction and materials.

Who can apply?

Individuals and organizations representing any level of community (towns, neighborhoods, schools, housing developments, etc.) are eligible to apply. Applicants need *not* be registered 501(c)(3) nonprofits.

(CONTINUED ON NEXT PAGE)

POMEGRANATE CENTER

Facilitating the creating of community-crafted gathering places.

What are the selection criteria?

The applicant selected will meet the following criteria:

- **Gathering Place location:** The proposed location for the gathering place must be suitable for the project and have at least a 1000 square foot footprint. Preference will be given to proposed locations with a high profile or visible space in the community. A letter from the property owner giving permission to build the gathering place and how the owner supports the project is required in the proposal.
- **Ability to realize the project successfully:** The applicant must demonstrate commitment to the project's completion. Preference will be given to projects with a clear plan to pull together the necessary resources (financial, in-kind and/or volunteer) to complete the project successfully. There is no building completion deadline, however preference will be given to projects with a compact and appropriate timeline.
- **Community involvement:** The applicant must be able to establish collaborative relationships with community members who will be actively involved in the all phases of the process, from generating initial design ideas through construction and stewardship.
- **Partnership with Pomegranate Center:** The applicant must understand and have a willingness to work within Pomegranate Center's model of multiple victories (see the Gathering Place Model principles on page 1).
- **Maintenance:** The selected applicant must have a plan for the gathering place's upkeep and use, for example forming an "adopt a gathering place" group to provide maintenance and coordinate programs.

The award selection will be made on the strength of the idea and the above mentioned criteria, **not** on proposal writing skill or presentation/formatting quality.

What is the submitting process?

Submit one copy of the completed proposal packet no later than **5:00 pm, Friday April 20, 2007**. Proposals that arrive after the deadline or are incomplete cannot be considered. Proposals cannot be accepted by email or fax. Proposals and support materials will not be returned.

Proposals should be mailed or delivered to:

Pomegranate Center
Attention: Katya Matanovic, Managing Director
PO Box 486
1400 NW Maple Street
Issaquah, WA 98027

What is the review process?

Proposals will be reviewed and evaluated by a committee comprised of select members of Pomegranate Center staff, board of directors and advisory board members. The selected group will be contacted by May 18, 2007. All submitting groups will be notified of the status of their proposal by that date.

Who do we contact with questions?

Questions regarding this RFP and proposal format can be directed to Pomegranate Center Managing Director, Katya Matanovic, katya@pomegranate.org or (425) 557-6412.

Gathering Places Initiative

PROPOSAL COVER SHEET

Please complete this form and provide the following attachments:

1. A three-page (maximum) written document answering the proposal questions (see following page)
2. Additional helpful visuals – pictures, plans, maps – of the proposed gathering place location
3. Two letters of recommendation from groups in the community stating how this gathering place will benefit the broader community
4. A letter from the property owner giving permission to do the work

Mail or deliver your complete proposal to Pomegranate Center by **5:00 pm on Friday, April 20.**

****Please Print Clearly****

CONTACT INFORMATION

Individual Applicant

Name

Address

City, State, Zip

Phone

Fax

Email

Group/Organization Applicant

Name

Contact Person, Title

Address

City, State, Zip

Phone

Fax

Email

GATHERING PLACE INFORMATION

Title of Project

Project Location/Address

City & Neighborhood

County

PROPERTY OWNER INFORMATION

Property Owner (Agency or Individual)

Contact Person (if different)

Phone

Email

Address

City, State, Zip

Gathering Places Initiative

PROPOSAL QUESTIONS

In a three-page (maximum) document, please describe:

1. The gathering place's community and key issues it is facing
2. Your group (mission, participants, history, accomplishments, etc.)
3. The proposed gathering place location and how this project idea came about
4. How creating a gathering place would benefit the broader community
5. The community support and involvement for this gathering place, for example volunteers, organizations, local government, residents and businesses
6. Your plan for soliciting the necessary resources to successfully complete the project (matching funds, volunteers, materials, equipment, etc.)
7. How you will organize ongoing maintenance and use of the gathering place
8. Any other resources available in your community that could contribute to the project's success, for example resident artists, designers, craftspeople, builders, organizers, people willing to prepare food for volunteers, public relations specialists, etc.