

Program Overview

The [JAMS Foundation](#) and [National Association for Community Mediation](#) (NAFCM) are pleased to announce the fourth Community Mediation Mini-Grant Program (“Program”). *The purpose of this year’s Program is to fund the development and refinement of innovative and emerging community mediation center services which will address services for the elder population and care giver issues.* These services should be able to be replicated by community mediators throughout the country as a path for sustainability and growth for the field of community mediation, as well as to inform the development of training, evidence-based strategies, policy and research at the national level as well.

A community mediation center is an entity that works to achieve the following nine hallmarks of a community mediation center:

1. A private non-profit or public agency or program thereof, with mediators, staff and governing/advisory board representative of the diversity of the community served.
2. The use of trained community volunteers as providers of mediation services; the practice of mediation is open to all persons.
3. Providing direct access to the public through self-referral and striving to reduce barriers to service including physical, linguistic, cultural, programmatic and economic.
4. Providing service to clients regardless of their ability to pay.
5. Providing service and hiring without discrimination on the basis of race, color, religion, gender, age, disabilities, national origin, marital status, personal appearance, gender orientation, family responsibilities, matriculation, political affiliation, source of income.
6. Providing a forum for dispute resolution at the earliest stage of conflict.
7. Providing an alternative to the judicial system at any stage of a conflict.
8. Initiating, facilitating and educating for collaborative community relationships to effect positive systemic change.
9. Engaging in public awareness and educational activities about the values and practices of mediation.

The Mini-Grant Program, anchored by the learning community, is designed to encourage creativity and variation based on research. Service models will be developed and locally implemented over a two-year period by Mini-Grant recipients (“learning community”). This learning community, a structured and collaborative peer working group facilitated by NAFCM, will serve as an incubator for innovation by aiding in the development of “good practices” and written materials to be shared with community mediation centers and mediators around the country. By distributing these materials, sharing programmatic resources, providing training, and developing national partnerships, NAFCM will support the replication of these service models and ensure the Program’s impact on a national level.

2017 Submission of Interest (SI) Overview

The 2017 Program selection process has two distinctive phases. Phase 1 begins with the release of the 2017 Submission of Interest (SI) protocol. This phase is open to any organization which works to incorporate the 9 Hallmarks of Community Mediation and believes that this funding and technical assistance support opportunity is a good fit for the needs of their work and those with whom they work. Phase 2 begins April 1, 2017 and is open only to those who submitted a SI during the prior phase and have been invited to submit a full proposal.

The 2017 opportunity is for those Community Mediation Centers wishing to enhance or expand services that addresses one or more of the issues confronted by the elder/aging population, including care giving. This is a growing population experiencing a growing number of unresolved disputes. Many times, issues of care and finances are based on relational issues that have never been resolved and the values that may

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be in conflict between the children, parents, and care giver/guardian. The role changes involved when the children rather than the parents act as care giver are not always smooth, and the conversations regarding what is needed from issues such as healthcare and estate resolution are not always easy. The JAMS Foundation/NAFCM support encourages Community Mediation Centers to increase their skills in the broad array of issues that arise as an individual ages. This includes, but is not limited to, issues such as guardianship and medical/legal powers, helping elders, family and support networks of these elders with communication skills as they prepare to help their aging loved ones with transition issues, and how to empower and engage them concerning care issues.

Community mediation is community mobilization. Together, both nationally and locally, we must aggregate the wisdom of our work, amplify the voice of community members so each can be heard, and advance the transformative value of community mediation. To live out this mission, the selected applicants will comprise the grantees' learning community, focusing on services that support strengthening the process of the role of community mediation as an important and needed part of creating transformative peace. The learning community will meet twice a month for the first five months, and monthly thereafter using a specified on-line meeting platform. This community will follow structured guidance offered by NAFCM that will strengthen the unique work of each project as well as create an executive learning environment that allows the members to grow both individually and professionally.

Grants will be awarded in **Late Summer 2017** for an initial twelve-month funding period, and are renewable for an additional year of funding by the mutual agreement of the Mini-Grant recipient, NAFCM, and the JAMS Foundation. Funding is intended primarily for staff time dedicated to program development activities, including required participation in the learning community and the development of source materials.

There are three priority attributes relevant to the criteria in the Solicitation of Inquiry (SI)

- Priority will be given to projects that focus on developing conflict resolution skills that will assist aging/elder populations to address issues arising between them and caregivers (individuals or institutions). This focus incorporates Hallmark 3, Hallmark 4, Hallmark 6, and Hallmark 7.
- Priority will be given to projects in which the aging population plays a significant or substantive role in the delivery of the process. This focus incorporates Hallmark 2.
- Priority will be given to projects that arise from grassroots efforts, comprised of a strong base of diverse stakeholders, who are representative of their community of aging individuals and caregivers. This focus incorporates Hallmark 1, Hallmark 5, Hallmark 8, and Hallmark 9.

Funding Parameters and Criteria for the 2017 Funding Cycle

- Mini-Grants of \$12,000 a year will be awarded to up to five organizations to be used as incentive funds to support the expansion of the Center's work with the issues confronted by the elder/aging population.
- The proposed projects are to be for two year projects, but decisions on funding for a second year will be contingent on evidence of benchmark accomplishments at the end of the first year of funding.
- Preference for funding is given to those applicants that have demonstrated in the past to bring projects ideas to a level of scalability and sustainability.
- Eligible organizations include nonprofit 501(c)3 organizations, educational institutions, and public or for-profit agencies working in conjunction with nonprofit institutions or organizations.

Funding Project Process Step 1 – Open to all now until March 13, 2017

- Interested organizations are required to submit a 1-3-page Solicitation of Interest (SI) (using the guidelines on the following page) to NAFCM no later than 11:59 PM local time of the organization's legal/main location, **Monday, March 13, 2017** to admin@nafcm.org.
- An informational conference call will be held on **Tuesday, January 31, 2017 at 2:00 PM EST**. There is a limited number of spaces for this teleconference. To obtain the link for the conference, and register to attend, please send a notice of interest to NAFCM at admin@nafcm.org.

Funding Project Process Step 2 – By invitation only April 14, 2017 forward

- The NAFCM Grant review committee will notify applicants if they have been selected to develop a full proposal for submission and review by **Friday, April 14, 2017**. An RFP review webinar will be offered on **Wednesday, April 26, 2017 at 2:00 PM ET**. The link for attendance will be sent to those applicants who are invited to submit a full proposal.
- Full proposals (with a required application protocol provided upon notification) will be due to the NAFCM Grant review committee no later than 11:59 PM local time of the organization's legal/main location on **Tuesday, June 20, 2017**.
- Notifications of the final decision will be made in **late Summer 2017**.

Please address questions about grant program to D.G. Mawn, President, NAFCM, at dgmawn@nafcm.org.

Solicitation of Interest (SI) Response

MANDATORY ELECTRONIC SUBMISSION

Proposal Descriptions must be submitted online. The subject line of the email must read: JAMS Foundation/NAFCM Grant – [Organization Name]. Applications must be submitted **electronically by 11:59 p.m., local time of applicant on March 13, 2017** to admin@nafcm.org.

Cover letter: In the body of the email, please provide only the following information:

Include the following information about the submission: the name and street address of the Community Mediation Center; the website of the Community Mediation Center; the contact person for this submission including their name, email address and phone number.

The body of the email must also include the following language:

I commit that if we are invited to submit a full proposal, we agree to meet the following Program requirements:

1. Identify **one team member** who will be responsible for the implementation of the Mini-Grant.
2. Participate in **monthly** Learning Community calls and web-based meetings.
3. Implement program development activities including but not limited to: Reviewing research and past programmatic materials developed in the field; Conducting local needs assessment; Developing stakeholder and referral source relationships; Developing and implementing pilot programming and evaluation strategies; Training mediators; and, Cultivating local funding sources with a focus on sustaining the effort post JAMS Foundation/NAFCM funding.

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4. Assist in the development of program materials that will be shared with community mediation centers and mediators, including at least one NAFCM hosted webinar.
5. Assist NAFCM in presenting at local, regional, and national ADR conferences and/or other on-line trainings.
6. Maintain, or be working toward meeting, [NAFCM's hallmarks of a community mediation center](#)
7. Maintain a NAFCM membership for the duration of the funding period.

The Proposal attached in Word

The proposed project description shall be **no more than three** pages, single spaced, 12-point font, 1-inch margins. The document must be submitted as a **Microsoft Word document**. Pages should be numbered consecutively from beginning to end so that information can be located easily during the review of the application. The information provided in your application **must** be sufficient for review. Following these guidelines will help ensure your application is complete, and will assist in the review of your application.

In the body of the Proposal, please provide only the following information:

Applicant Information:

1. Name/Address of the Community Mediation Center;
2. Contact Person (and necessary contact information) for this proposal; and,
3. Community Mediation Center's previous work that demonstrates the ability to bring mediation concepts to sustainable scale (1-2 paragraphs only).

Project Description:

In your 2-3-page description of the project please discuss the following:

1. Describe the population to be served and your community mediation center's access to that population.
2. Describe the nature of the proposed project and the need for this project (what are salient intended impacts and the important benefits to be obtained if the project is funded).
3. Provide evidence that exhibits the capacity of the community mediation center to integrate those hallmarks (as noted above) associated with the priority areas of the proposal.
4. Describe the strengths of your key personnel to be assigned to this project to address what you presented as responses to the first three questions.
5. Discuss what benefits the key personnel in particular, and your community mediation center in general, will hope to obtain from the participation in the NAFCM learning community as described herein or as you may otherwise know about the NAFCM learning community.

Questions regarding this Program and this SI can be directed to D.G. Mawn (dgmawn@nafcm.org).

Please be aware that applications that do not include all of the above requirements are considered incomplete. Incomplete applications will not be reviewed for consideration.

We look forward to your response to this Solicitation of Interest (SI) that meets the focus of this track's Mini-Grant Program.