



Collaborations for Welcoming Refugees Request for Letters of Intent June 2016

SUMMARY

To support local collaborations among refugee resettlement agencies, local governments, community-based organizations, and other actors focused on creating refugee welcome, Welcoming America is offering an opportunity for customized, ongoing technical assistance to local communities. Cross-sector collaboratives show great promise for coordinating, expanding, and scaling refugee integration in communities, and supporting such efforts is the goal of this Request.

ABOUT WELCOMING AMERICA

[Welcoming America](#) connects a broad network of nonprofits and local governments in hundreds of communities across the U.S., and supports them in developing plans, programs, and policies that transform communities into vibrant places where everyone's talents are valued and cultivated. Welcoming America's [Welcoming Refugees](#) project provides technical assistance and training to organizations and communities working to integrate and welcome refugees into the economic, social and cultural fabric. Welcoming Refugees is a technical assistance program funded by the federal Office of Refugee Resettlement.

BACKGROUND

Local collaboration is instrumental for promoting refugee integration and welcome. Many communities like [Boise](#) and [Cleveland](#) have created successful models to foster greater community support for refugees. To encourage new and deepen existing collaborations, Welcoming America is identifying up to five local or regional collaboratives through this competitive application process. Through individualized telephone coaching and group conference calls over a one-year period, selected communities will learn about community planning models and receive individualized assistance on their work together to enhance refugee welcome. Eligible collaboratives can be new or existing efforts. They will have members representing: all local resettlement agencies active in the community; ethnic-based community organizations; local government; employers; refugees; and other actors such as schools and health care. Collaboratives are also encouraged to be working with organizations that are focused on meeting the needs of other immigrant populations beyond refugees. Successful applicants will show evidence of common purpose and positive working relationships. Selected collaboratives will have access to customized, in-depth, telephone coaching calls every two months from

Welcoming America staff to help advise them on their effectiveness and deepen their outcomes for refugees and will have opportunities to connect with and learn from other collaboratives participating in Collaborations for Welcoming Refugees.

APPLICATION PROCESS

This request solicits letters from local collaboratives that are working to enhance welcome for refugees and engage the receiving community. Letters of Intent should be in a 12-point font, no longer than four pages, and should not include a cover letter. **Letters are due by Friday, July 1 at 5:00 pm Eastern Time** to Hannah@welcomingamerica.org.

LETTER OF INTENT QUESTIONS

1. Identify the lead contact, including:
 - Name of Organization
 - Name of Contact and Title
 - Street Address
 - Phone, email, and website
2. Provide the geographic boundaries of the collaborative's focus area and its basic demographics, including a description of the local refugee population.
3. List your current collaborators. Provide name, title, and organizational affiliation for each. Include how long each has been active in the collaboration and their role. If there are new members you hope to recruit, please make a note indicating their status.
4. Discuss how refugees are or will be involved in your collaborative work in meaningful ways.
5. Describe why a collaborative approach to refugee welcome is important to your community. Why have you convened? Do you have a collaborative welcoming plan in place? If so, please describe. List both your accomplishments and the challenges you've faced as a collaborative. What would you hope to accomplish by being part of Collaborations for Welcoming Refugees?
6. How might Welcoming America's technical assistance and coaching be most helpful to you in this process?
7. Who will be participating on Welcoming America coaching calls? (You can identify up to four people from your collaborative to participate. Provide

their names, titles, and organizational affiliations). How will you share information and insights from the calls back to the broader collaborative?

Review Criteria

Applications will be judged based on the following criteria:

- Strengths of local partnerships and commitment level to collaborate on refugee welcome
- Evidence of shared purpose and positive working relationships
- Evidence of meaningful refugee participation in the effort
- Ability to use technical assistance resources to strengthen local work.

Review Process

Applications will be reviewed upon submission. In July, Welcoming America may request follow-up telephone calls with applicants and/or letters of support from local collaborating organizations. Final decisions will be announced by July 29, 2016.

Contact for Inquiries

All questions about this Letter of Intent should be addressed to Hannah Carswell at hannah@welcomingamerica.org