

**Talbot Family Network (TFN)**  
**Fiscal Year 2025 - Community Partnership Agreement**  
**REQUEST FOR APPLICATIONS**

**TITLE OF GRANT PROGRAM:** Conversations on Race - Community of Support

➤ **Equity Grants for Talbot County Organizations and Agencies**

**TFN POINT OF CONTACT:** Nancy Andrew, Executive Director  
410-200-5532 · [director@talbotfamilynetwork.org](mailto:director@talbotfamilynetwork.org)

**BACKGROUND**

TFN has requested FY25 funding to help build staff and organizational capacity within community organizations and agencies for integrating race equity into their mission, policies, services, and culture.

Since FY17, TFN has offered racial equity education to the community. You or members of your team may have left one of these workshops challenged, inspired, and ready to act in terms of launching or expanding an equity initiative within your organization. This program aims to provide staff, board members/volunteers, and clients with additional tools, knowledge and support to normalize and operationalize internal equity practices.

**PROGRAM OVERVIEW**

TFN seeks to collaborate with organizations and agencies in Talbot County in moving from intention to practice in applying a racial equity lens to their work.

**Use of Funds**

- Hire a consultant to complete a race equity audit with your organization or agency.
- Hire a trainer to provide racial equity training to your team of staff, Board members, volunteers, clients and/or other key stakeholders.
- Hire a consultant for coaching to support your organization in implementing an Equity, Diversity, and Inclusion policy, advancing your agency policies, and/or evaluating organizational practices.
- The review committee will consider other use of funds that an organization can demonstrate will further equity in their mission, policies, programs, and culture in a systemic way.

**BUDGET**

Up to \$8,500/applicant. ++ Funds must be spent and services completed by June 30, 2025. ++

**Funding of last resort.** TFN administers funding from the Maryland Children’s Cabinet Interagency Fund, which is a funding source of last resort. By applying, applicants affirm that these dollars will not supplant other funding.

- TFN anticipates making at least six full awards or the equivalent thereof.

**APPLICATION AND ELIGIBILITY**

Any agency or organization, public or private, which is located and provides services in Talbot County and can demonstrate the ability to successfully carry out the project, is eligible to apply. Prior grantees are eligible with matching funds. In future rounds, TFN may cap the number of awards to one organization or agency. Funding will not be awarded to an individual. Interested individuals are encouraged to contact an organization with which they have an affiliation to collaborate on a project application.

**Pre-Application Meeting:** Thursday, May 9, 2024 at 1:30pm via ZOOM (optional) – [REGISTER HERE](#)

**Intent to Apply:** Letters of intent due Monday, May 13, 2024 to [director@talbotfamilynetwork.org](mailto:director@talbotfamilynetwork.org).

**Grant Period:** August 1, 2024 - June 30, 2025.

**Submission Deadline:** Thursday, June 20 by 11:59pm to [director@talbotfamilynetwork.org](mailto:director@talbotfamilynetwork.org).

**Notification of Awards:** By or before August 1, 2024

## LETTER OF INTENT

All parties interested in responding to this RFP are required to submit a brief letter of intent. The letter must be on organization/agency letterhead, signed by the organization's/agency's authorized official, and include the estimated amount of funding to be requested. Submit letters of intent electronically. A hard copy is not needed.

## PROPOSAL REVIEW:

A committee from the TFN Board will review applications based on the grant program description and instructions. Committee members will be in compliance with the Representation of Absence of Conflict of Interest and Confidentiality Statement standard.

TFN reserves the right to accept or reject proposals or parts of proposals received in response to this grant program and to conduct discussions with applicants in order to serve the best interests of the Local Management Board. TFN's funding decisions are final and are not eligible for appeal. Applicants must submit a completed equity grant application and budget. TFN will not consider proposals that are incomplete or received after the deadline.

Scoring:            Application / Budget    75 / 25 points respectively for 100 total points max  
                         Bonus Points                    15 points max - projects involving collaboration with at least 1 partner agency

## REPORTING

Grantees will need to provide quarterly progress reports with a short narrative, expense report, and summary of performance measures. These measures will be established with the funded programs in conjunction with the award notice. If, for example, funds are used for training, performance measures might include:

- How Many:    # of participants who completed the funded equity training.
- How Well:     #/% of participants who report they engaged in dialogue during the training.
- Better Off:    #/% of participants who report they are better able to address institutional racism.

**OVERVIEW TALBOT FAMILY NETWORK:** [Talbot Family Network](#) (TFN) is the [Local Management Board](#) (LMB) for Talbot County. LMBs are community-based organizations serving all 23 counties in Maryland, and Baltimore City, focused on improving outcomes for Maryland's children and their families. Programs and strategies that LMBs fund align with Maryland's Children's Cabinet [Three Year Plan](#).

LMBs track performance measures for each funded program or strategy. The state has also "identified several other factors that should be considered as part of the larger picture of meeting community needs and making appropriate investments:

1. **Community Voice** – As each jurisdiction across the State has unique needs, strengths and challenges, it is imperative that the voices of community members are lifted up and weighed when and wherever possible. This should include:
  - People with lived experience
  - People of diverse races, ethnicities and cultural backgrounds
  - People across the lifespan (with a focus on youth voice)
  - Other traditionally marginalized populations within the community
2. **Racial Equity** – Systemic and institutional racism by definition are embedded within our society; government; public service systems and agencies. To that end, it is imperative that all LMBs employ an equity lens in every aspect of their work to ensure inclusivity and to address these systemic inequities that contribute to the marginalization of black, indigenous, and people of color.
3. **Continuous Improvement and Capacity Building** - A key role of LMBs in a community is to act as a 'neutral convener to create an effective system to improve results for children, youth and families'. This role requires that LMBs actively help to build the capacity of organizations to provide high quality programs and achieve outcomes for their customers.<sup>1</sup>

<sup>1</sup> (From the LMB Performance Accountability Process, Approved December 16, 2020, by the Governor's Office on Crime Prevention, Youth, and Victim Services, and the Maryland Association of Local Management Boards)

**RESOURCE LIST**  
**Equity Contractors**

This is a resource for applicants wishing to engage a project consultant or explore other consultant leads. These are vendors that Talbot Family Network and/or other Talbot County agencies have worked with or that TFN has interviewed based on the consultant's scope of work and potential fit for equity projects. Applicants are responsible for vetting any consultant they contract with. Applicants who select one of these vendors will not receive an advantage in their proposal scoring. Applicants are welcomed to work with vendors not listed here.

**Dr. Mercedes Avila, PhD, MSW**

Cultural Research Solutions

mavila@culturalrs.com

802-999-4485

**Baltimore Racial Justice Action**

[www.bmoreantiracist.org](http://www.bmoreantiracist.org)

443-470-3347

A. Adar Ayira - Director of Contract Services coreconcepts.md@gmail.com

Dana Polson - Consultant - dana@bmoreantiracist.org

**Challenging Racism**

<https://www.challengingracism.org/>

Monique Bryant, Interim Executive Director

director@challengingracism.org

571-766-6268

**Durryle Brooks, Ph.D, M.A.,** President, Love & Justice Consulting

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**Carmen C. Marshall,** Director of Consulting

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**Carmen Phelps, PhD,** CEO/Lead DEI & Racial Equity Consultant

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