

## **Purpose of ACLF Group Project:**

Group projects are intended to enhance the ACLF session curriculum by providing an opportunity for experiential learning through a collaborative, team-oriented approach focused on an outcome that benefits Asian Pacific Islanders and the greater community.

## **Project guidelines:**

- Partnership must involve a civic agency/community organization.
- Project adheres to the mission and values of ACLF, including having a social justice component.
- Project must fit within a 5 months window (must have a start and end date)
- There must be at least one representative of the organization consistently available to the Community Leaders Program participants for guidance.
- Project is utilized as a learning tool; therefore, project flexibility needs to allow for participants' creativity and interpretation.
- Project work can be completed outside of traditional working hours (most participants have full-time jobs and/or attend school).
- If selected, the agency and ACLF will sign a Memorandum of Understanding (MOU) regarding scope of work and deliverables.

## **Group process:**

- Conduct a minimum of two focus groups.
- Hold a formal presentation regarding project findings or recommendations.

## **Please submit** the following information about the potential community project:

1. Organization's background : mission, vision, values, purpose.
2. What does the organization envision ACLF will contribute to this project? What opportunities will the project bring to ACLF?
3. What is the need this organization is looking to fill?
4. An outline of what the focus group (or other community research methods) will provide.
5. A schedule or timeline of the project.
6. Contact information of person acting as organization representative.

## **Selection process:**

ACLF will review all proposals and ask 2-3 organizations to present the project in person in mid to late April. Only one (1) project will be selected for the 2012 CLP curriculum. ACLF will work closely with the selected organization to ensure that the project meet both parties' expectations.

## **Please submit RFP by April 2, 2012 to [baon@aclfnorthwest.org](mailto:baon@aclfnorthwest.org).**

If you have any questions, please feel free to contact:  
Bao Nguyen at [baon@aclfnorthwest.org](mailto:baon@aclfnorthwest.org) or 206.625.3850.