

Do you want help with your Participatory Grant Making Pilot Proposal?

Get tips, guidance, and a detailed proposal review before turning in your proposal to Richmond Department of Children and Youth

Coaching Sessions start on February 16th

Schedule support with a proposal coach: [Click here to Schedule](#)
Email Julia.C.Lang@gmail.com if you are having any scheduling issues.

Available Support

1. Coaching Session # 1

- a. In these 1:1 virtual coaching sessions, your proposal coaches will get to know a bit about your organization and what program(s) you provide or plan to provide, as well as how you think you can best be supported in writing the proposal. They will offer you tips on how to approach writing your proposal response.

2. Proposal Review & Feedback

- a. You will draft your proposal and send it to your coaches.
- b. Your proposal coaches will do a thorough review and send you feedback to help strengthen your proposal.

You need to have your draft proposal sent for review at least **one week before the deadline to provide enough time to receive and integrate feedback.*

3. Coaching Session #2

- a. After your proposal coaches have reviewed your proposal, you can request a second support session in which you meet virtually and talk through feedback or ask questions about your proposal before submitting it on the portal online.

4. As needed Support

- a. You can also reach out with questions about your proposal content via email.

Additional Information

- All support is optional.
- Each organization can get up to 2.5 hours of technical support.
- Priority will be given to small and emerging organizations and organizations that have not yet been funded previously by Richmond Department of Children & Youth.
- This support is provided by a third-party organization.
- Please submit any questions about the Request for Proposal or for any technical issues to City staff during City business hours, Monday through Friday, excluding City holidays, from 8:30 a.m. to 5:00 p.m., at (510) 620-6523 or youth@richmondca.gov.