

## **Request for Proposals: Global Immersive Service Program**

MAY, 2023

### **1. Background:**

Many young Jews feel increasingly disconnected from Jewish life, the State of Israel, and/or the broader Jewish people. Millennials as well as Gen Zs have shown more interest than previous generations in living lives defined by meaning – seeking connections, giving to others, and orienting themselves around a larger purpose.

Accordingly, many young Jews who are not particularly connected to Judaism are committed to volunteer work in general, and to international humanitarian work in particular. This commitment to volunteer work and spirit of giving goes hand in hand with the Jewish people's long history and tradition of values and ideals that guide one to help others.

Shalom Corps is a platform within Mosaic United- in partnership with the Ministry for Diaspora Affairs and Combating Antisemitism, aimed at empowering a global Jewish volunteer network who engages its participants in meaningful and significant volunteerism and Jewish service-learning experiences. We believe that authentic, needs-driven service can have a transformative impact on young Jews looking to make a difference and simultaneously on vulnerable populations around the world, all while strengthening the participants Jewish identity.

#### **Our Goals:**

- Increase the number of Jewish participants who volunteer in Israel and worldwide through Jewish platforms.
- Enable and encourage profound discussions regarding issues of individual and collective Jewish identity.
- Encourage social responsibility through meaningful service for marginalized populations throughout the world, focused on community outcomes.

**Shalom Corps is requesting proposals for its Global Immersive Service Program for 2023.**

### **2. Program Overview**

The Global Immersive Service Program aims to provide a meaningful and responsible volunteering journey, which connects volunteers to themselves and to one another, all while strengthening their Jewish identity. To this end, the program brings together young Jews and empowers them to make a meaningful impact on communities around the globe through their volunteer work. Working hand-in-hand, they will assist marginalized and underserved populations in low-, middle- and high-income countries. In doing so, they will experience and build a connection to their contemporary identity and their Jewish values.

### Goals of the Global Immersive Service Program:

- Provide funding to eligible Jewish programs around the world involved in volunteering in accordance with the guidelines and criteria detailed below.
- Incentivize the initiation of new programs and collaborations between operators to widen the scope of global Jewish service programs.

### **3. Eligibility Criteria for Qualifying Implementing Organizations:**

- The applicant is a duly registered entity, either in Israel or abroad.
- The applicant must have at least two years of demonstrated experience in;
  - Volunteer or international development activities, and/or
  - Activities in the field of Jewish education or Israel engagement
- Preference for applicants with proven and extensive volunteer infrastructure.
- The applicant must have, as part of its staff or as an outside service provider, a senior Jewish educator filling an ongoing role in training and curriculum development. Organizations that do not currently have a senior Jewish educator may declare a commitment to hire for this role as part of the application and may apply for funding of a senior Jewish educator as outlined in Section 5 below.

### **4. Program Requirements**

Qualifying operating organizations may apply for funding for multiple programs. When applying for more than one program a separate application form should be submitted for each eligible program meeting the following criteria:

- The program is intended for Jewish volunteers, age 16 – 40, as reflected in its educational content, instruction, and essence.
- Each program cohort includes no less than 5 participants (who are not from the same family).
- The program targets volunteer activity aimed at impacting at least one of the following populations:
  - Vulnerable Jewish populations in Israel and abroad.
  - Marginalized Non-Jewish populations in low and middle-income countries.
  - Marginalized and underserved populations in high-income countries
- The program includes no fewer than 7 consecutive days of activity (not including travel time, flights, and intermediary layovers). Approved programs may receive financial assistance for up to 90 days. Volunteer programs in Israel, that are longer than 8 weeks are not eligible for funding.
- The program includes no less than 25 hours per week of volunteer activity.
- The program includes no less than 8 hours per week of Jewish learning and reflection sessions as detailed in Appendix A (including Shabbat).
- The program should include educational content as detailed in Appendix A.



- Shabbat and Jewish holidays are recognized and celebrated as detailed in Appendix A.

#### **Responsibilities for eligible implementing organizations:**

- Volunteer recruitment
- Logistics (for example, transportation to and from the volunteering, accommodation, food, etc.)
- Appropriate insurance coverage (Personal Injury Insurance, Medical Insurance, Health Insurance, Travel Insurance, Property Insurance, etc.) and security arrangements for workers and volunteers (all as approved by Shalom Corps) and included in the definitive agreement)
- The organization must hold all necessary licenses, permits and approvals that are required by law for the execution of the program and shall at all times be in compliance with all applicable laws, health, safety regulations, and other standards required by applicable law.
- Activity with a connection to the local community (minimum scope: 4 hours).
- Implementing organizations will receive a package of support as follows:
- Jewish service-learning trainings and tools, focused on sharing best practices and building skills and capacities for educating staff, volunteer coordinators and volunteers.

#### **5. Funding and budget:**

- Approved applications will receive funding based on the table included in Appendix B, which provides **up to** two thirds of funding of the direct costs of the approved program (as defined), based on conditions set forth in below, in accordance with and subject to the conditions of a definitive Agreement to be signed between the parties after the application has been approved (hereinafter: “the Agreement”). The Agreement will detail the approved direct costs eligible for the receipt of funding.
  - The above-mentioned funding will be used to cover some of the costs directly associated with volunteer equipment needed for the activities on location, public transportation, accommodation, staff, marketing, recruitment, and coordination of the initiative, other directly related expenses, insurances, safety and security measures and volunteer training.
- Funding will be based on participant growth, determined by the number of new active participants who join the program. The number of new active participants is calculated as the increase over a benchmark determined by the number of participants in the program over the past year.
- Funding will be determined in accordance with an average cost per volunteer, per day, as described in Appendix B.
- Additional funding considerations include the make-up of each cohort and the location of the programming, as detailed in Appendix B.
- The percentage of Israelis participating in the program and eligible for funding is no more than 25% of total participants. Programs with more than 25% Israeli participants are eligible



for funding, but funding will be limited to fund Israeli participants at the amount of 25% of the total cohort.

- Multiple applications submitted by a single operating organization will be reviewed on a case-by-case basis to determine eligibility.
- Organizations applying for supplemental funding for additional expenses as detailed in Section 6 below should indicate that in the application. Shalom Corps will follow up with additional criteria.
- Funding of a Senior Jewish educator and/or volunteer coordinator:
  - Applicants may be eligible for no more than \$5,000 of the annual cost of employing a senior Jewish educator and/or volunteer coordinator.
  - Funding of the senior Jewish educator/volunteer coordinator is for new roles dedicated to a specific program that is in compliance with the criteria detailed below. The funding of the position is for a period of no more than a year.
  - In lieu of funding of a Jewish educator and/or volunteer coordinator, applicants may apply for funding to develop and implement a Jewish service-learning curriculum with an outside service provider, pending approval of the provider by Shalom Corps.
  - In the event of application for funding for an outside service provider outlined in section 3. Shalom Corps retains the right to transfer the funding directly to the outside service provider.
  - In the event that an organization operates more than a single volunteer program, it must define and prove the extent of the relative salary of the senior educator or outside service provider for the specific funded program to determine funding eligibility. Eligibility for funding of a senior Jewish educator will be reviewed on a case-by-case basis to determine eligibility.
  - Organizations that submit a proposal meeting these criteria for eligible educator, recruiter, volunteer coordinator and/or alumni coordinator, as detailed further in Appendix A, may receive funding as outlined.

## **6. Reporting:**

Each operating organization is obligated to submit reports as a condition for receiving funding as detailed below:

- A brief Pre-Trip Report: Project Plan Table and Schedule 14 days prior to launching the program, as described in Appendix C.
- A program conclusion report, that will be sent by Shalom corps, that will include report on volunteers that participated in the program (full name, email, ID), as well as 10% of the volunteers' plane tickets to and from the place where the program took place.
- Reports need to be sent and finalized 10 days after concluding the program.
- It is clarified that Shalom Corps will make payments 4 times a year based on quarter end reporting, regardless of when the program concluded.
- The payment is due after 90 business days following the submission of the Post-Program Conclusion Report and the end of the financial quarter.



- Original references, receipts, invoices, and pay slips of costs of the volunteer’s activities (such as flight tickets, travel expenses, confirmations of accommodations, food, medical equipment, etc.) will be kept for a period of 4 years after the end of the program for future audit, and be submitted upon the Shalom Corps’s request.
- Auditing and Evaluation: The implementing organization will be subject to audit and/or evaluation by Mosaic and/or its Partners and will cooperate fully.

**7. How to Apply:**

- Proposals should be submitted using the online form on Shalom Corps’ website: [https://info.shalomcorps.org/global\\_sign\\_up-1](https://info.shalomcorps.org/global_sign_up-1)
- Proposals for implementing organizations must be submitted online, by the date designated for such submission, as set forth in section 7, no later than 23:59 Israel time.
- Shalom Corps may, at its sole discretion, extend the Applications Submission Date by issuing a Clarification in accordance with the provisions of section 7.

**8. Anticipated Schedule:**

Item	Date
Clarification period	By June 15, 2023
Application deadline	By June 22, 2023
Contracting with accepted applicants	By July 10, 2023
Execution	Until December 31, 2023

The timetable above will be determined by Shalom Corps at its sole discretion and may be updated by Shalom Corps from time to time, and at any time, including after the selection of the providers.

**9. Selection Process/ General Application Instructions:**

- This Request for Proposals does not constitute a tender. Accordingly, the relevant tender laws shall not apply to it.
- Shalom Corps may decide to accept one or more proposals and may decide not to accept any proposal and cancel this request.
- Any proposals submitted will not bind Shalom Corps as long as no legal contract was signed between the parties.
- An organization whose proposal will be accepted as an implementor will be required to sign a definitive legal contract with Shalom Corps.
- Submission of an application shall not obligate the Company to enter a commitment or sign an agreement with the applicant. By submitting a proposal, the applicant declares

that they are aware that Shalom Corps reserves the right to not implement the Heritage Community Impact Initiative and/or to reply to only some of the applicants and/or others – at the discretion of Shalom Corps.

- Applications may be submitted for a joint proposal by several parties, corporations, or organizations if all of the eligibility requirements detailed above are met by at least one of the parties and that the applicant parties shall submit, in addition to the application, a signed contract between them regulating the operation of the program by them in the aforementioned collaboration.
- The applicant undertakes to ensure that all the documents, data and programs submitted as part of this proposal shall be original and that no violation of the intellectual property rights of any third party whatsoever shall occur.
- Shalom Corps reserves the right to update the requirements set forth in this proposal as needed, subject solely to the issuer's discretion.
- In the event of any dispute, claim, question, or disagreement arising from or relating to this RFP or the breach thereof, the Parties hereto shall use their best efforts to settle the dispute, claim, question, or disagreement. If Parties do not reach such solution within a period of 30 days then, upon notice by either Party to the other, all disputes, claims, questions, or differences shall be finally settled by binding arbitration administered by the Israeli Arbitration Association in accordance with the provisions of Israeli law.
- Organizations who receive funding from Mosaic and/or the Government of Israel (GOI) other than through this platform must disclose this to Shalom Corps.

## **10. Others:**

### **Visibility and Representation**

- Unless Shalom Corps agrees or requests otherwise, the applicant whose proposal will be accepted, will take all necessary steps to publicize the fact that Shalom Corps has co-financed the implementing of the volunteering project in any manner Shalom Corps will instruct, including, without limitation, on its website.
- Except as otherwise approved in writing by Shalom Corps, the Implementing organization shall not make any statements on behalf of Shalom Corps, or purport or imply that it has any authority to speak on behalf of, or bind, Shalom Corps.

### **No Liability**

- The Implementing organization with which Shalom Corps shall engage, will be solely liable for payment of all the expenses of the volunteers and/or workers, in the mission as well as all costs as specified in the budget plan.
- Any and all costs and expenses incurred by applicants in connection with their participation in the RFP Process shall be borne by the applicants. The applicants will not be reimbursed for any costs or expenses in connection thereto under any circumstances.
- Under no circumstances shall Shalom Corps, have any liability for any claims, losses,





damages, attorneys' /fees, or otherwise (collectively, "Losses") to applicant, its directors, volunteers, employees, members, or agents, or to any third party, with respect to the implementing of the project, including without limitation as a result of any Losses relating to the volunteering activities. Implementing organization will be solely and fully liable therefor for any Losses.

- The Implementing organization shall be liable for any damage, loss or expense caused to Shalom Corps in connection with and/or due to performance of the project according to this RFP and shall insure itself under the appropriate insurance policies to cover its liability.

**Intellectual Property:**

The applicant undertakes to ensure that all the documents, data, and programs submitted as part of this proposal shall be original and that no violation of the intellectual property rights of any third party whatsoever shall occur.

For more information, please contact Sharona Shir Zablodovsky at [SharonaShir@shalomcorps.org](mailto:SharonaShir@shalomcorps.org) or Maria Youssim at [Maria@shalomcorps.org](mailto:Maria@shalomcorps.org)



**Appendix A – Guidelines for Jewish Learning and Content:**

- A. Eligible programs must include an array of Jewish educational programming amounting to at least 8 weekly hours of educational reflection and learning focused on topics such as exploring Jewish identity, linking the practices of volunteerism with universal values in the Jewish context (i.e. global Jewish responsibility, social justice, Tikkun Olam and more), etc.
- B. The educational content in the program will also include the topic of Jewish Peoplehood and the importance of the State of Israel as the state of the entire Jewish People.
- C. Prior to starting the program, volunteers should participate in a pre-trip orientation workshop (minimum 1.5 hrs.) or an equivalent online module (minimum 1 hr.), that gives context to the service experience, introduces best practices in service-learning, and draws upon relevant Jewish source materials.
- D. Shabbat, Holidays, and Kashrut During Programs:
  - Programs will include opportunities to celebrate Shabbat and Jewish holidays as a group, and to explore the connection between the service experience and key themes related to Shabbat and Jewish holidays.
  - Operating organizations should enable the observance of Shabbat, Kashrut, and Jewish holidays for participants that choose to.
- E. Eligible programs will focus on offering meaningful service experiences that include the following components:
  - The volunteering activities address genuine and unmet community needs.
  - The program works with local partners to identify and establish common goals for the volunteering activities, and consults with local partners to coordinate the ideal group size, program timing, and program length fitting the local partners capacities and needs
  - The volunteering activities are appropriate for the volunteers' skills.
  - Volunteers are given the training and resources to do their volunteer work properly, preserving integrity of service, as well as dignity and respect for the host community.
  - Programs are planned with both volunteer and community outcomes in mind.
- F. To qualify for funding for Jewish educators and/or volunteer coordinators, the following conditions must be met:
  - The senior Jewish educator must possess three years of Jewish education in high school, be an ordained Rabbi OR have an academic degree in a related field, AND at least 3 years of relevant educational experience. Alternatively, the applicant can present verification of services contracted for developing a Jewish service-learning curriculum.
  - The educational instructor must possess at least one year of experience in formal or informal education, has visited Israel and is familiar with Jewish content and values. The educational instructor must actively accompany participants throughout the program(s) in the country of volunteerism.
  - The volunteer coordinator must, as part of the role's general or primary responsibility, coordinate the program alumni community.
- G. Recruitment of volunteers will be carried out in a way that is adapted to and appropriate



for qualifying programs.

- H. If applying for volunteer coordinator funding, an alumni work plan must be submitted and include reference to the following:
- Structured and ongoing communications with the alumni community in the year following the volunteer activity.
  - Alumni communications include both individual communications as well as group messages to the entire volunteer body.
  - In the year following the volunteer activity an alumni event will take place once every two months. Volunteers in close geographical proximity will attend 50% of the gatherings in person.
  - The purpose of the alumni events is to connect them to additional future opportunities for volunteering and maintain contact with the Jewish World and Israel. Accordingly, every alumni event will include Jewish Identity content

*Exceptions will be considered on a case-by-case basis.*



### Appendix B – Detailed Direct Costs

The funding will be used to cover some of the costs directly associated with volunteer equipment needed for the activities on location, public transportation, accommodation, staff, marketing, recruitment, and coordination of the initiative, other directly related expenses, insurances, safety and security measures and volunteer training.

Amounts to be paid to applicants represent **between a half and two thirds** (50%-67%) of the daily cost funding specified below, depending on a generous contribution of our private donor.

Target volunteering site	Daily cost funding per volunteer
High Income countries	\$170
Africa	\$110
Latin America	\$130
Asia	\$120
Eastern Europe	\$125

For removal of doubt below is an example of the funding calculation:

Target **volunteering site**: Israel (High Income Country) and **daily cost funding** per volunteer set at \$170

Total direct costs per volunteer per day	\$170
Shalom Corps funding (1/2)	\$85
Shalom Corps donor funding (1/6)	\$28.3
Sum borne by the applicant	Between \$56.7 and \$85

- Should total direct costs be less than \$170 per day per volunteer then Shalom Corps refunding will be of 2/3 of daily cost.
- Should total direct costs exceed \$170 per day per volunteer then Shalom Corps funding will be limited to \$170 per volunteer on the basis shown above.

The above example can also be used (with appropriate adjustments) for the other volunteering sites included in the above table

**Annex C to the Agreement – Project Plan**  
**(To be submitted by the Operator within 30 days of the signing of the Agreement)**

Heritage Project Manual	
Project Name	
Date of Activity	
Location of Activity	
How Many Volunteers	
Full Description of the Activity and beneficiaries	
Key Program Elements to Emphasize	
Project Goal- what are you hoping to achieve?	
Partners- who are your local partners?	
Staffing- describe who your staff and what they will be doing	
Please Specify which Jewish Service-Learning activities are planned	
Volunteer Training- what are you doing to prepare the volunteers prior to the trip?	
Evaluation- how will you measure your achievement?	

\*Please include the schedule below, when submitting this manual.

\*The schedule should include all of the program requirements as specified in section 1 above. i.e. a minimum of 25 hours of volunteering, 8 hours of Jewish studies, Shabbat celebration etc., please specify at what time you will be landing and taking off.

	Travel day	DAY 1	DAY 2	DAY 3	DAY 4	DAY 5	DAY 6	DAY 7	Going back
<b>TIME</b>									
<b>TIME</b>									
<b>TIME</b>									
<b>TIME</b>									

