

## INVITATION TO APPLY

NATIONAL LEAGUE OF CITIES – RACE, EQUITY AND LEADERSHIP

# REAL INSTITUTE 2022-2023 APPLICATION

## THE REAL INSTITUTE

NLC's Race, Equity And Leadership Department (REAL) is launching a new initiative, The **REAL Institute**. We invite municipalities and municipal leaders to apply for a unique opportunity to advance racial equity in their city, town, or village. The institute is supported by the W.K. Kellogg Foundation's Truth, Racial Healing and Transformation initiative.



<b>Proposal Due:</b>	September 23, 2022 by 05:00 PM ET
<b>Selection Announcement:</b>	October 7, 2022
<b>Project Dates:</b>	October 7, 2022 - August 31, 2023
<b>Submission Information:</b>	Please submit completed applications through the online form.

### Questions?

Contact:

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## REAL INSTITUTE DESCRIPTION

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NLC REAL invites you and your city to apply for a unique opportunity to advance racial equity in your city, town, or village. The 2022-2023 REAL Institute will accept up to 40 participants composed of 3-member teams from 13 municipalities. This cohort will participate in four in-depth learning sessions between November 2022 and August 2023. At these convenings, participants will:

- be equipped with a shared language for racial equity, provide an understanding of racial equity leadership behaviors, and position leaders to visualize a racially equitable future.
- learn specific methods to engage key stakeholders in advancing racial equity.
- give participants an opportunity to draft their own vision statement; and
- work through case studies using a Racial Equity Pocket Guide and learn the importance of determining the root causes of racial inequities

NLC REAL invites a broad representation of individual and city cross-sectional diverse applicants.

The cohort will consist of 13-14 cities, each with a team of 3 participants. This project is intentionally designed for a broad representation of cross-sectional diverse participants. Once applications are collected, NLC will do an analysis of demographics and strive for balance.

## EVIDENCE OF COMMITMENT

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This criterion will assess the municipality's commitment to partnering on racial equity post-Institute. The municipality applicant will be asked to provide an open-ended answer to the following question: How is your municipality engaging with and centering communities of color through partnerships or outreach? The municipality applicant will be asked to provide a letter of support from a BIPOC or POC-led community-based organization. The municipality applicants will be scored based on evidence of how they are partnering or reaching out to communities of color and/or other government partners.

## EVIDENCE OF RACIAL EQUITY ACTION TO DATE

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This criterion will assess the municipality's past racial equity work. The municipality applicant will be asked to provide an open-ended answer to the following question: What steps has your municipality taken on your racial equity journey so far? Past racial equity work will not be required to join the Institute. Applicant cities will be scored on how well they answer the question, not on how far they have progressed on their racial equity journey. Answering this question well will include an honest accounting of the municipality's discussions and/or self-assessments regarding racial equity.

## EVIDENCE OF OVERCOMING CHALLENGES AND READINESS TO IMPLEMENT WHAT IS LEARNED

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This criterion will assess the municipality's racial equity challenges and how ready they are to implement what they will learn in the Institute. Information about racial equity challenges will help REAL craft the agenda and curriculum for this year's cohort. For example, the applicant may include information about budget cuts, lack of support from constituents, political influence, or previous racial equity attempts. The applicant will be asked to provide an open-ended answer to the following questions:

- a) What is holding your city back from achieving racial equity?
- b) What challenges and opportunities related to racial equity does your city want to solve?
- c) What support do you have from your community to undertake this work?

The applicant municipality will also be asked to rank itself on the following question: How ready is your city to implement what you will learn in the Institute?

They will also be asked to provide an open-ended answer to the following question: Why did you select your response?

## KEY DATES FOR APPLICANTS

What?	When?	Where?
Deadline for: <ul style="list-style-type: none"> <li>- Applications (<b>required</b>)</li> <li>- Letter of Commitment from Mayor or equivalent (<b>required</b>)</li> <li>- Letters of Commitment from all individual municipal team members (<b>required</b>)</li> <li>- Letter of support from a community-based organization (<b>encouraged but not required</b>)</li> </ul>	SEPTEMBER 23, 2022 BY 5:00 PM ET	Submit to <a href="mailto:REAL@nlc.org">REAL@nlc.org</a>
Selection of Cities	OCTOBER 7, 2022	Team of NLC Reviewers / Online Meeting
Notice of Selection Call(s)	WEEK of OCTOBER 10, 2022	Selected applicants will be notified by email and phone during the week of October 10, 2022

## SELECTION CRITERIA

Qualifications: To qualify for this cohort, participants must:

1. Attend in-person pre-conference City Summit (November 14-16, 2022) and post-conference Congressional City Conference (March 29-31, 2023) activities.
2. Attend two virtual convenings (May 2-4, 2023, and August 8-10, 2023). Applicants will be disqualified if they do not agree to attend the convenings.
3. Submit a letter of commitment from the applicant city’s mayor or equivalent to attend each session together with the identified city team. The letter should include the municipality’s expressed commitment to racial equity.

## APPLICATION INSTRUCTIONS

To be considered for the REAL Institute, the applicant municipality and the participating team members must submit a completed online application.

### REQUIRED MATERIALS

- A. Online Application
- B. Letter of Commitment from Mayor or equivalent (required)
- C. Letters of Commitment from all individual municipal team members (required)
- D. Letter of support (encouraged but not required) from a community-based organization Proposal

**All applications must be submitted online by 5:00 PM ET on Friday, September 23, 2022.**

## INSTITUTE SCHEDULE

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The dates for the REAL Institute convenings will be:

1. **November 14-16, 2022** - Pre-conference City Summit REAL Institute in Kansas City, MO; 10am to 4pm each day.
2. **March 29-31, 2023** - Pre-conference Congressional City Conference REAL Institute in Washington, DC; 10am to 4pm each day.
3. **May 2-4, 2023** - Virtual Convening: 12noon to 3pm ET/11am- 2pm CT/10am to 1pm MT/9am- 12pm PT
4. **August 8-10, 2023** - Virtual Convening: 12noon to 3pm ET/11am- 2pm CT/10am to 1pm MT/9am- 12pm PT

## QUESTIONS

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If you have questions or would like more information, please contact:

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