

REQUEST FOR PROPOSALS

BarberMcMurry Day of Service 2026

BarberMcMurry Architects will hold its annual Day of Service on Friday, September 11, 2026.

BarberMcMurry was founded in Knoxville in 1915 and is a nationally and locally honored architecture, interiors and planning firm with a focus on stewardship — of design, of our community, and of our beautiful world. Day of Service is an annual initiative intended to unite great design and civic leadership to benefit local and regional non-profits in need of design services. On Day of Service, our studio donates their time and energy to complete a pro-bono design for a local non-profit, supporting our mission and our vision is **Be good people. Do great design.** Read more at bma1915.com/day-of-service



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DAY OF SERVICE 2026

Day of Service is an annual, hands-on-service day at BarberMcMurry – when our designers donate time and talent to benefit non-profit community organizations in the greater Knoxville area. On Day of Service, BMA donates the time of our entire studio for one work day to a community-focused, pro-bono design initiative. BMA's designers work with the selected non-profit organization to provide design assistance in **architecture or interior design concepts, space planning, site planning, programming, budgeting, zoning or codes analysis, furniture selection, signage, or marketing and fundraising graphics**. We hope our work benefits our community while giving us deeper understanding of our neighbors. bma1915.com/day-of-service

WHEN: THE IMPORTANT DATES

2024

Solicit Project Proposals	June 12, 2026
Project Proposals Due	July 2, 2026
Notify Selected Partner	July 24, 2026
Project Meetings with Selected Partner	August
Day of Service	Sept. 11, 2026

WHO: ELIGIBILITY

Applicants must be non-profits located in, or operating in, the greater Knoxville area. Applicants must have the ability to meet with the BMA team as required on the dates specified. The project proposal must identify and propose to address a need for the community it serves. The project must serve the mission of the applying organization.

HOW: THE PROPOSAL APPLICATION

Proposal applications may be submitted to Heather Beck, APR, MBA, WELL AP by 5 p.m. (EST), July 2, 2026 at hbeck@bma1915.com

Questions about Day of Service, the process, or the application may be submitted to the same email address, or call 865-934-1915.

WHAT: THE PROCESS

1. SELECTION

BMA will solicit proposals from non-profits until July 2, 2026. All proposals received by 5 p.m. (EST) that day will be evaluated by BMA staff. At least one community partner will be selected.

2. PLANNING

Select BMA team members will meet with the community partner in at least two required planning meetings to define the project scope and the Day of Service deliverables. Any additional site visits or evaluations will be scheduled as required.

3. DAY OF SERVICE

The Day of Service, September 11, is a work day at BMA devoted to producing the pro-bono deliverables as agreed upon during the planning meetings.

4. DELIVERABLES & PUBLICATION

BMA will provide the community partner with the identified deliverables shortly after Day of Service.

BMA expects to be able to publicize the project, including, but not necessarily limited to, naming the community partner, describing the project and publishing BMA's deliverables.

5. FOLLOW UP

BMA staff and the community partner may be asked for feedback following Day of Service to help BMA evaluate the experience and impact of Day of Service.

By participating in Day of Service, you agree to allow BarberMcMurry to use your organization's name and project (including name, location, images and design deliverables) in BarberMcMurry marketing materials, both digital and print. Any confidential information must be identified upon your selection to participate in Day of Service and will be not marketed by mutual agreement. You also agree that all design collateral delivered to you through Day of Service will be copyrighted by BarberMcMurry. Design collateral may not be altered; BarberMcMurry's logo may not be removed. Future use of Day of Service design collateral by your agency, digital or print, must include acknowledging BarberMcMurry as the designer of such.

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SELECTION CRITERIA

1. PROJECT VIABILITY

Does the project have a clear scope and intent? Does the community partner have a clear plan of action after initial design services are completed through Day of Service?

2. ORGANIZATIONAL CAPACITY

Is it feasible for BMA to meet the project's needs within the identified time frame? Is the project the right size and scope for our studio to substantially complete in a day of focused work?

3. IDENTIFIED NEED

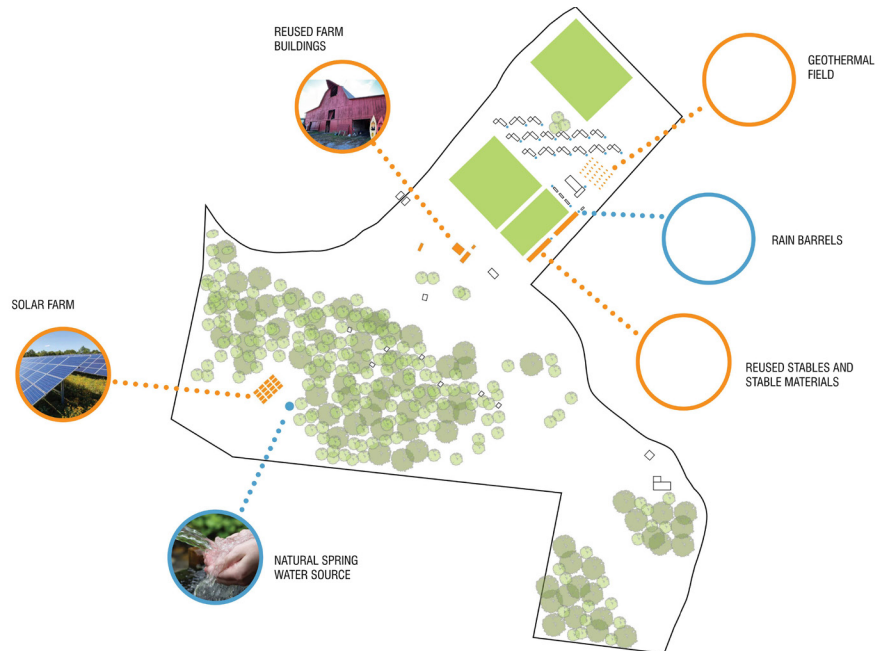
Is there a clear connection between the identified need for the project and the project's impact on the community that the organization serves?

4. MISSION

Does the project directly support the mission of the community partner organization, and does it have demonstrated support from those who will be impacted?

5. RELEVANCE

Does the project address particular issues of social justice, inclusion, or environmental stewardship? Is the project innovative in its approach to solving a community issue?



Samples of deliverables from previous Day of Service projects, including site plans, programming, architectural renderings, and fundraising graphics.

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1. Name & Address of Applying Organization:

2. Title of the Proposed Project & Physical Address of Its Location:

3. Name, Title, Email Address & Phone Number of Point-of-Contact with the Applying Organization:

4. Is your Organization a 501(c)3, 501(c)6, under fiscal sponsorship, or have another non-profit designation?

5. Describe the work of your Organization. Provide a mission and/or vision statement.

6. What have been your Organization's major accomplishments over the past 2-3 years?

7. Provide a brief summary of your proposed project and the need it fills in the community your Organization serves. Note which element(s) of the project you're seeking to fulfill through pro-bono Day of Service design services. Indicate if your project is a renovation of an existing building, and if so, if you have any existing architectural drawings.

8. How will your proposed project help your Organization achieve its mission?

9. What will be your Organization's next steps on this project after Day of Service?

10. Describe the community this project will serve, and describe how this project has (or will) gain community support.

12. With this application, submit your Organization's logo and a promotional photo of your Organization (examples include images of Organization members, of community participation or members served, of the Organization's facilities, or of the project for which services are requested, etc.) *Please submit only one (1) photo.* Logo and photo must be .JPG, .PNG, .TIF or .PDF files.



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