

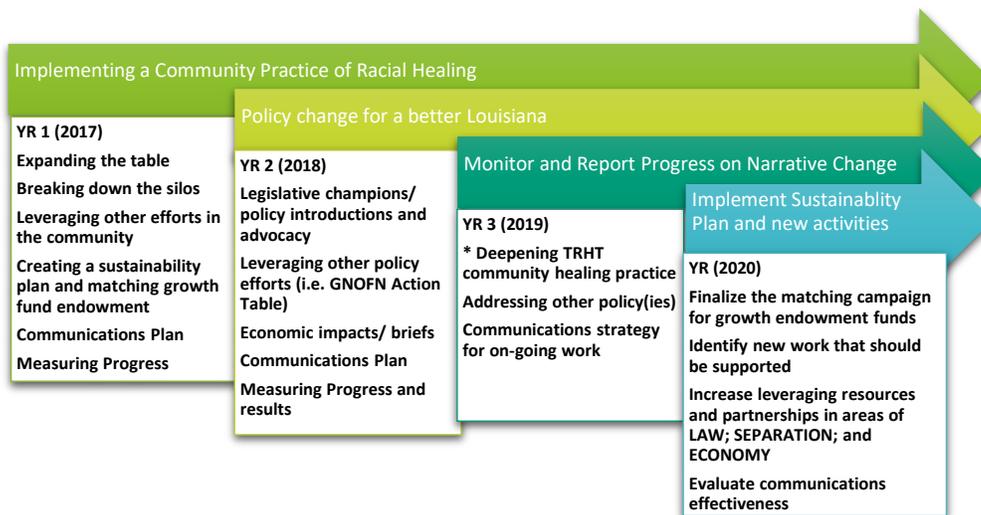
REQUEST FOR PROPOSALS: Professional Services – Evaluation
RFP Proposal Due Date: November 3, 2017 5pm CST
REQUEST FOR PROPOSALS – EVALUATION SERVICES

About Foundation for Louisiana

The mission of Foundation for Louisiana (hereafter referred to as FFL or the foundation) is to invest in people and practices that work to reduce vulnerability and build stronger, more sustainable and equitable communities statewide. FFL’s work aims to support greater inclusiveness for groups often disenfranchised and left out of decision-making processes, and recognizes the critical ways intersections of race, class, gender identity, sexual identity, age and ethnicity both complicate and compound marginalization of communities.

Project Purpose

The foundation and its partners have long invested in addressing racial disparities in Louisiana, with an emphasis on the state’s largest two cities: Baton Rouge and New Orleans. Working with community advisory committees in each city, FFL is implementing a regional Truth, Racial Healing & Transformation (TRHT) framework in partnership with the W.K. Kellogg Foundation. TRHT is a comprehensive, national and community-based process to plan for and bring about transformational and sustainable change to address the historic and contemporary effects of racism. It seeks to unearth and jettison the deeply held, and often unconscious, beliefs created by racism – centrally the belief in hierarchies of human value. The TRHT framework centers on five areas, and the first two: Narrative Change and Racial Healing/Relationship Building, are foundational pillars. The other three areas for related transformative investments are Separation, Law and Economy. The chart below summarizes our strategies and timeline to implement the TRHT framework.



Scope of Work

FFL is seeking to contract with an individual, company or organization that would develop and assist FFL staff and its partners in developing and implementing a defined evaluation plan for the TRHT framework.

The successful bidder will assist in the development of evaluation metrics and strategies to assess the effectiveness of the TRHT work, focusing on the TRHT process to implement the framework, collaboration amongst TRHT partners, community engagement practices, the function of the advisory committees, external communications, fundraising strategies, expected vs. achieved outcomes, FFL's TRHT grantmaking, etc.

Qualifications/Experience Required

- Expertise in design and implementation that brings a racial equity lens to data and evaluation
- Deep understanding of evaluating community engagement in evaluation approaches
- Demonstrated skills in culturally responsive data collection (quantitative and qualitative), analysis and synthesis
- Excellent verbal and written communication skills

Costs of Proposal

FFL will not pay any costs incurred by applicants associated with any aspect or materials requested in this solicitation, including proposal preparation or contract negotiation.

Timeline

FFL expects that the evaluation of proposals and the selection of the contractor will be completed within four weeks following the proposal deadline. Timelines, however, may be adjusted depending on need. Once the evaluator is hired, approximately by late November, they will work with FFL staff during the remainder of 2017 to develop a three-year evaluation plan. The consultant(s) will implement this plan during years 2018-2020 in collaboration with FFL staff and the advisory committees in New Orleans and Baton Rouge.

Compensation and Method of Payment

Applicant shall provide an hourly fee basis upon which they expect to be compensated as part of their proposals. The selected bidder will submit a monthly report detailing each billable hour. *FFL does not reimburse for out of pocket expenses. Bids should take into account all costs for providing services.*

Location/Performance of Services

Unless otherwise requested by FFL for particular evaluation related events, the successful applicant will perform services at their own offices.

Proposal Description

The proposal should be **no longer than 10 pages** in length and should include the following components:

- Narrative description, including but not limited to:
 - Statement of equity practice/lens
 - Experience performing similar work
 - Description of proposed activities for the evaluation
 - Overview and rationale of proposed methodology/methodologies employed by the evaluation

- Biographies of research team
- Include 3 professional references
- Estimated hours & projected budget

Ideal Candidate Profile:

The ideal evaluation consultant will have strong preexisting relationships in New Orleans and/or Baton Rouge communities, a strong racial equity lens, familiarity with documenting racial justice strategies and evaluating the impact of community-driven efforts.

Submission Guidelines

Submissions, as detailed above should be sent to:

Laquitta Bowers, Programs Assistant, at lbowers@foundationforlouisiana.org

Please insert "PROPOSAL ATTACHED – TRHT EVAL. RFP" in the subject line of the email.

You will receive a response indicating that your submission was received.

DEADLINE FOR PROPOSALS:

5 PM CT on Friday **November 3, 2017**

Proposals received after November 3, 2017, at 5pm CT will not be accepted.

Foundation for Louisiana follows an equal opportunity employment policy and employs contractors without regard to race, creed, color, ethnicity, national origin, religion, sex, sexual orientation, gender expression, age, physical or mental ability, veteran status, military obligations, criminal justice background and marital status.