



Request for Proposals Facilitator: Equity Training for California Public Policy Non-Profit

Submission deadline: *UPDATED: February 14, 2020*

Introduction

The California Budget & Policy Center seeks proposals from equity training consultants to facilitate a 14-month race and gender equity curriculum for the organization's 17-member staff to increase our understanding of race and gender equity across our communities, California, the nation, and our workplace. The goal is to create a broader and shared understanding of the ways race, ethnicity, gender and sexual identity, socioeconomic status, and immigration status affect how we as individuals may fully participate in workplaces, communities, civic activities, leadership opportunities, and more.

From a place of shared understanding, the organization will move to create a process/processes for how to address internal concerns on race and gender equity and adopt changes in our workplace. In the long term, we want to apply the lessons we learn together and growth we experience to our external engagement with policymakers and their staff, advocates, the philanthropic community, and the media.

Background

The Budget Center's work is grounded in the belief that government should work to improve the lives of individuals, families, and communities, particularly those who have yet to share in our state's economic prosperity due to a range of factors, including socioeconomic status, race, ethnicity, gender and sexual identity, or immigration status. We recognize that to understand why shared prosperity has not been extended to all Californians, we must explore the ways in which race, ethnicity, gender and sexual identity, socioeconomic status, and immigration status have affected the Budget Center team, how we do our work, and the cultural, political, and economic landscapes we operate in.

The Budget Center also recognizes conversations about race, ethnicity, gender and sexual identity, socioeconomic status, and immigration status can be difficult. Conversations around race, gender, and sexual orientation can surface emotions of pain, anger, guilt and/or defensiveness. Some folks may be afraid to share how they truly feel for fear they'll be met with ridicule, indifference, or retaliation. We are all being asked to lay bare a part of ourselves that we've all been told, in different ways, to suppress, ignore, or take for granted. It is important for all of us to work from a set of shared norms to ensure that conversations are both open and honest, but also safe. To this end, the Budget Center is seeking outside support and expertise to guide these conversations and educational experience.

Project Scope and Deliverables

The Budget Center seeks an experienced facilitator to work at the intersection of public policy, non-profit, and equity to conduct 14 in-person sessions once a month for 17 staff members in a Sacramento office. These sessions are designed to better incorporate equity, diversity, and inclusion into the Budget Center's organizational practices. Outcomes may lead to changes to internal practices and communication among staff. The facilitator will work with a small group of Budget Center staff (known as the Equity Leadership Committee - ELC) to plan sessions; these planning sessions can be done remotely via phone or video conference. ELC will coordinate meeting logistics and communication with staff.

Deliverables

- Provide overall guidance for planning the racial and gender equity monthly staff meetings
- Participate in planning meetings with ELC
- Prepare meeting agendas, consult on selected curriculum and materials, advise on activities
- Facilitate monthly, in-person 1.5-2 hour staff meetings over a 14-month period
- Conduct an evaluation following 14-month curriculum, including offering organizational next steps and benchmarks

Timeline

Request for Proposals	December 19, 2019
Proposal Deadline	February 14, 2020
Planning Meeting with ELC	March 2020
Meetings with Staff	Monthly throughout 2020-Early 2021

Desired Skills and Expertise of Consultant

- Deep understanding of racial and gender equity, diversity, inclusion, and accessibility in California and on a national context
- Excellent communication, active listening, and facilitation skills
- Demonstrated training experience in diverse teams and experience with various organizations and senior leadership
- Effectively facilitates power dynamics and difficult conversations in group settings
- Knowledge of the state and federal public policy and/or the role of public policy in California is a plus
- People of color, members of the LGBTQ community, individuals with disabilities, and women are strongly encouraged to apply

Proposal Requirements

1. A letter of interest describing your experience and approach to facilitating groups, and any relevant experience working with public policy organizations and/or social justice/community groups
2. A proposal and budget that includes the deliverables described in the RFP
3. Two references

Contact

Please direct questions and submit complete proposals in PDF format to Sarah Jimenez, Director of Strategic Communications, sjimenez@calbudgetcenter.org.

Terms and Conditions

By no means does the RFP process imply any agreement or contractual obligation. The RFP only serves to gauge interest for the project by respective firms. Costs involved in preliminary activities will not be reimbursed by the California Budget & Policy Center.

About the California Budget & Policy Center

The California Budget & Policy Center was established in 1995 to provide Californians with a source of timely, objective, and accessible expertise on state fiscal and economic policy issues. The Budget Center engages in independent fiscal and policy analysis and public education with the goal of improving the economic and social well-being of Californians with low and middle incomes. Support for the Budget Center comes from foundation grants, subscriptions, and individual contributions. Please visit the Budget Center's website at www.calbudgetcenter.org.

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