



# Request for Proposal (RFP) for Contract Support: Recruitment and Stewardship

**Issued by:** Rocky Mountain Partnership, a Colorado nonprofit corporation

**Date:** July 10, 2024

## Overview

Rocky Mountain Partnership (RMP) is seeking short-term independent contract support (the “Contractor”) for the recruitment of its Civic Influencers Fellowship Program, volunteers, and potential partners. This support is critical for advancing RMP’s goal of ensuring 71,000 more children and young people achieve cradle-to-career milestones crucial for upward mobility by 2030.

## Scope of Work

The Contractor will be responsible for:

### Civic Influencer Recruitment

- Recruiting fellows for the fall cohort of the Civic Influencer Fellowship Program, launching in September 2024. Civic Influencers are young people aged 16-24 who are trained and mentored to become civic leaders.

### Volunteer Recruitment

- Recruiting volunteers for two efforts focused on providing education, awareness, and voter registration around increasing school funding for two local school districts.
- Engaging community members to support education, awareness, and voter registration related to these efforts.

### Stakeholder Stewardship

- Stewarding stakeholders to learn more about and engage with RMP (for example: inviting such stakeholder to “get to know us” receptions and similar events).

## Timeline of RMP’s Efforts (for Reference)

### July 2024

- Announce the Civic Influencer Fellowship and Call to Action for Recruitment.

- Launch School Funding Education and Voter Registration efforts, including volunteer recruitment.
- Steward stakeholders to RMP

## **August 2024**

- Recruit Civic Influencer Fellows.
- Announce Ballot Initiative Campaigns and call for volunteers.
- Provide school funding education and voter registration and recruit volunteers.
- Steward stakeholders to RMP

## **September 2024**

- Decisions made on Civic Influencer Fellowship Acceptance and Kick off Fellowship Cohort.
- Provide school funding education and voter registration and recruit volunteers.
- Steward stakeholders to RMP

## **October 2024**

- Provide school funding education and voter registration and recruit volunteers.
- Steward stakeholders to RMP

## **November 2024**

- Provide school funding education and support voters to return ballots
- Steward stakeholders to RMP

## **Requirements**

The ideal contractor will possess:

- Proven experience in community engagement and relationship building with community members, including youth.
- A track record of successful stakeholder stewardship.
- Existing connections or the ability to quickly establish strong connections with community members and potential partners.
- Availability to attend events across the RMP region, including outside traditional business hours.

## **RMP Provides**

RMP will support the Contractor with:

- High-level training on the Civic Influencer Fellowship and Public Education Funding effort.
- Recruitment materials for the Civic Influencer Fellowship, including interest lists and applications.
- Educational materials around efforts to increase funding for local school districts.
- Volunteer sign-up links and materials for investor and sponsorship engagement.
- Relevant materials and promotional items for events.

# Submission Requirements

Interested Contractors should submit:

- A cover letter detailing their relevant experience and approach to fulfilling the contract scope.
- A resume or CV highlighting relevant experience.
- A proposed fee structure and any other associated costs.
- Availability to start and confirmation of ability to commit up to 20 hours per week through 11/8/2024.

**Deadline for submission:** Wednesday, July 24, 2024

## Contact Information

For questions or to submit your proposal, please contact:

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